CITY OF STILWELL

CITY COUNCIL AGENDA

Regular meeting – Monday February 3, 2020

Stilwell Community Building – 6th & Poplar

5:00 P.M.

City of Stilwell Mission Statement:

“The City of Stilwell is committed to providing an attractive, sustainable and secure environment for the enjoyment of residents and visitors. Fulfilling this commitment requires an open approach to business, a cooperative atmosphere in government, and a concern for the health and safety of all our citizens. Our constant goal is realistic innovation coupled with intelligent planning and quality action resulting in a positive and progressive city both now and in the future.”

REGULAR MEETING

Call to Order

Flag Salute

Invocation

Roll Call

Mayor’s Comments

FYI

1. Community Building will be used for an election on March 3, 2020.

Consent Agenda

1. Approval of minutes of Regular Meeting January 6, 2020, and Special Meeting January 9, 2020.
2. Approval of blanket purchase orders in the sum of $60,350.00
3. Approval of payment of claims for:
   1. $156,920.92 with $559,602.21 pass-through to SADA for a total of $716,523.13 from Fund 10 – General Fund
   2. $45,349.78 from Fund 20 – Capital Improvement Fund
   3. $1,780.87 from Fund 30 – Street and Alley
4. Approval of January, 2020, payroll in the sum of $177,984.22.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

Departmental Reports

Police

Animal Control

Fire

Streets/Sanitation

Parks

Code Enforcement

Utility

Old Business\*

1. Discussion with possible decision to approve Ordinance 401: An Ordinance to Establish Rules and Restrictions Pertaining to City-Owned Property in the Area Designated as C. J. Carson Lake and Repealing Ordinance 333.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to adopt, for the immediate preservation of the public peace, health and safety, an emergency clause by reason whereof the provisions of “Ordinance 401” adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to adopt Ordinance 399: An Ordinance Providing for the Removal of Abandoned and Inoperative Vehicles Inside the City Limits of the City of Stilwell, and Repealing All Ordinances and Parts of Ordinances in Conflict Herewith.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to adopt, for the immediate preservation of the public peace, health and safety, an emergency clause by reason whereof the provisions of “Ordinance 399” adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to add to the Stilwell City Policy Handbook the following:

Article 7, Section H

1. *City employees who have been continuously employed by the city for 14.5 years or more and who are age 62 or older at time of retirement will have their health insurance paid for them until Medicare eligible.*

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

Regular Agenda

1. Discussion with possible decision to approve $5000 cash payment to Kevin Stuhmer as per retirement incentive agreement dated February 28, 2017.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to accept REAP 2020 grant from Eastern Oklahoma Development District in the amount of $35,000.00 for “Street and Drainage Channel Improvements including asphalt road re-surfacing and concrete drainage channels to prevent flooding and interruption of public traffic and commerce.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve contract with Shelldon Miggletto to write grants for the same fee arrangement as with the Stilwell Utility Department.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve paying $3,750 (50%) of the Kiwanis expense July 4th fireworks display to be paid in June, 2020.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve John Killer for appointment to the Stilwell Housing Authority Board of Commissioners for a three-year term.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve Ordinance 400: An Ordinance Allowing Wine and Beer Events in The City of Stilwell Under Certain Rules and Regulations in Concert with The Laws of Oklahoma.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to adopt, for the immediate preservation of the public peace, health and safety, an emergency clause by reason whereof the provisions of “Ordinance 400” adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve budget adjustments totaling $141,000 to be divided as follows:

10-01-660400 Administration $40,000 Salary + Professional Services

10-04-660400 Clerk $ 5,000 3 filing cabinets +

10-08-660400 Community Building $ 5,000 utilities, repairs

10-15-660400 Code Enforcement $ 8,000 abatements, etc.

10-16-660400 Parks $30,000 Salary costs + varied

20-01-645301 Administration $48,000 Fletcher Building + varied

20-16-645301 Parks $ 5,000 Storage area for earth, etc.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve salary increase of $1.00 per hour for the seven civilian employees of the Police Department (non-FOP) at a cost of $985 each totaling $6,895 for the current fiscal year not requiring a budget increase.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve salary increase of $.50 per hour for the two part-time employees (non-FOP) at a cost of $493.50 totaling $985 for the current fiscal year not requiring a budget increase.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve repair of west wall of Fletcher Hardware property due to building demolition at a projected cost of less than $7,100.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve new language in mowing contracts for next year (2021-2022) concerning contract extensions on an annual basis as follows:

*“Except to the extent otherwise provided in this Agreement, the term of this Agreement will be automatically extended for successive one-year periods on the same terms and conditions as herein stated, unless either party gives the other notice of non-extension at least three months before the then-current expiration date.”*

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

Possible Executive Session for discussion of Items 9, 10, 13, & 14 as per Title 25 O.S. 307(B)(1)(2)(3)(4).

Motion to enter Executive Session at \_\_\_\_\_p.m.: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

Possible Return from Executive Session as per Title 25 O.S. 307(B)(1).

Motion to return from Executive Session at \_\_\_\_\_ p.m.: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

Possible Public Statement of Executive Session Minutes by City Clerk.

*Items 9, 10, 13, & 14* *were discussed in Executive Session. No other items were discussed and no action was taken.*

1. Discussion and possible approval of raise for Denise Brown of $1.00 per hour due to increased duties relating to Code Enforcement to be effective February 3, 2020, possibly requiring a budget increase of $900 to account 10-01-501000.

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with City Attorney concerning possible pending claims and/or arbitration.

Public Comments (5-minute limit – Please sign in prior to start of meeting)

New Business: Consideration, discussion and possible approval regarding any matter not known about or which could have not reasonably been foreseen prior to the time of posting (Title 25, O.S. Sec. 311.)

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

Motion to approve: Second:

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

Adjournment

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jean Ann Wright, Mayor Larry A, Nettles, City Clerk-Treasurer

\*(Any tabled business, presentations or committee reports previously requested or required)

Posted: Friday, January 31, 2020 at 2:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com