

# **CITY OF STILWELL CITY COUNCIL AGENDA**

Regular meeting – Monday February 3, 2020  
Stilwell Community Building – 6<sup>th</sup> & 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:
  - a. \$156,920.92 with \$559,602.21 pass-through to SADA for a total of \$716,523.13 from Fund 10 – General Fund
  - b. \$45,349.78 from Fund 20 – Capital Improvement Fund

- c. \$1,780.87 from Fund 30 – Street and Alley
- 4. Approval of January, 2020, payroll in the sum of \$177,984.22.

**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.
2. 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.
3. 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.
4. 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.
5. Discussion with possible decision to add to the Stilwell City Policy Handbook the following:

**Article 7, Section H**

5. *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.*

## **Regular Agenda**

1. Discussion with possible decision to approve \$5000 cash payment to Kevin Stuhmer as per retirement incentive agreement dated February 28, 2017.
2. 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.
3. Discussion with possible decision to approve contract with Shelldon Miggetto to write grants for the same fee arrangement as with the Stilwell Utility Department.
4. Discussion with possible decision to approve paying \$3,750 (50%) of the Kiwanis expense July 4th fireworks display to be paid in June, 2020.
5. Discussion with possible decision to approve John Killer for appointment to the Stilwell Housing Authority Board of Commissioners for a three-year term.
6. 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.
7. 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.
8. 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.
9. 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.
10. 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.

11. 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.
12. 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.”*

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

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

**Possible Public Statement of Executive Session Minutes by City Clerk.**

13. 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.
14. 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.)

**Adjournment**

**ATTEST:**

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Jean Ann Wright, Mayor

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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, 6<sup>th</sup> & Poplar  
Stilwell City Hall, 503 W. Division  
[www.cityofstilwell.com](http://www.cityofstilwell.com)**