CITY OF STILWELL

CITY COUNCIL AGENDA

Regular meeting – Monday October 4, 2021

Stilwell Community Building – 6th & Poplar

5:30 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.”

Call to Order, Flag Salute, Invocation

Roll Call

PUBLIC HEARING – PROPOSED CLOSURE OF CEDAR STREET BETWEEN SECOND STREET AND THIRD STREET.

Mayor’s Comments

Public Comments Concerning Non-Agenda Items– Comments will be accepted from general public concerning topics that are not included in the meeting’s agenda.

* individuals must sign in with both name and address before discussion on agenda items begins on the sign-in sheet provided for that purpose
* Moderator will call upon each speaker in order of signing until the 15-minute time limit is expired; however, preference will be given to Stilwell residents
* Each speaker will be limited to 3 minutes of speaking time
* The cumulative total of all comments from the public shall not exceed 15 minutes.
* In compliance with the Oklahoma Open Meeting Act, no action or discussion is permitted by the City Council on any issue or topic raised by a speaker during this public comment period.

FYI

1. All paperwork for REAP reimbursement for Chestnut Street has been filed.
2. ARPA money for this year has been received.

Consent Agenda

1. Approval of minutes of Regular Meeting September 2, 2021.
2. Approval of blanket purchase orders in the sum of $64,505.00
3. Approval of payment of claims for:
   1. $191,396.59 from Fund 10 – General Fund
   2. $125,654.89 from Fund 20 – Capital Improvement Fund
   3. $545.00 from Fund 30 – Street and Alley
4. Approval of September, 2021, payroll in the sum of $199,388.46.

Departmental Reports

Police

Fire

Streets/Sanitation

Sports Facilities

Recreation Facilities

Community Development

Animal Control

Public Comments concerning Agenda Items – Comments will be accepted from general public concerning the meeting’s agenda items.

* individuals must sign in with both name and address before discussion on agenda items begins on the sign-in sheet provided for that purpose
* Moderator will call upon each speaker in order of signing with preference given to Stilwell residents.
* Each speaker will be limited to 3 minutes of speaking time
* The cumulative total of all comments from the public for each agenda item shall not exceed 15 minutes’ subject to revision by the Mayor.

Regular Agenda

1. Discussion with possible decision to begin preliminary construction work for building and parking for the proposed city hall building by the Stilwell Street Department at a cost not to exceed $15,000.00 to be paid from Administration Account 20-01-645303 not requiring a budget adjustment.
2. Discussion with possible decision to approve a contract for services agreement with GTS, Inc. for soil testing for city hall project at a cost not to exceed $4,074.00 for Capital Fund Account 20-01-645303 not requiring a budget adjustment.
3. Discussion with possible decision to engage Carl Szafranski for the design of a golf course north of the soccer fields at the Edna M. Carson-Stilwell Community Park & Sports Complex in an amount not to exceed $16,000-Contingent on funding from GRDA $13,000, Kiwanis Club of Stilwell and Stilwell Chamber of Commerce $3,000.
4. Discussion with possible decision to authorize competitive bidding of the city hall construction upon completion and final approval of design, plans and specifications.
5. Discussion with possible decision to approve purchase of one fire valve and 70 joints of hose from AFD Fire for $11,860 from General Fund Account 10-06-645300 not requiring a budget adjustment.
6. Discussion with possible decision to approve Resolution 10-04-2021 declaring City support for the Great American Smoke Out event on Thursday November 18, 2021.
7. Discussion with possible decision to approve creation of “Fund 60” for the use of ARPA funds and the establishment of a non-interest bearing account at Carson Community Bank entitled “Federal Grant Two” for use by the above fund.
8. Discussion with possible decision to approve Resolution ARPA 2021: A Resolution Concerning Coronavirus Local Fiscal Recovery Funds for Non-Entitlement Units of Government (ARPA Funds), Authorizing The Acceptance of the Funds, The Appropriate Budget Amendments, And The Execution of All Necessary Agreements and Related Documents
9. Discussion with possible decision to approve Resolution 10-05-2021 – Indigenous Peoples: A Resolution of the City of Stilwell, Oklahoma, Notifying The Residents of Said City That the Federal Holiday Known as Columbus Day Shall Hereafter Be Known and Celebrated as Indigenous Peoples Day.
10. Discussion with possible decision to approve purchase of 15 X26P TASERS from AXON for $17,446.35 from General Fund Account 10-09-640200 requiring a budget adjustment of equal amount to the above named account.
11. Discussion with possible decision to apply for a $10,000 Justice Assistance Grant to help with purchase of 13 In-Dash Camera Systems for The Police Department from either WatchGuard or Axon contingent upon grant award to be followed by possible council approval.
12. Discussion with possible decision to approve purchase of 10 SETINA Police Car Cages from Visual Force, Inc. of Catoosa at a cost of less than $24,000 including installation, shipping and handling from Capital Improvement Account 20-09-645300 requiring a budget adjustment to the above named account equal to the final amount.
13. Discussion with possible decision to purchase signs and camping administration material for Adair Park from General Fund Account 10-17-600100 requiring a budget increase of $5,000 to the above named account.
14. Discussion with possible decision to approve $20,000 for purchase of aerators, floating docks, and restroom repair and upgrade with related expenses for Adair Park from Recreation Facilities Account 10-17-660400 requiring a budget increase of equal amount to the above named account.
15. Discussion with possible decision to provide $6,000 to match with $10,000 T-SET money for improvements and repair at D. B. Gaines Park through General Fund Account 10-17-645301 requiring a budget increase of equal amount to the above named account.
16. Discussion with possible decision to approve use of the city lake for building a shooting range for the Police Department under guidelines proposed by the Police Department and upon approval by the Utility Board.
17. Discussion with possible decision to approve replacement of roof, fascia and soffit and installation of new gutters and downspouts to City Hall at a cost of $21,518 from Capital Improvement Account 20-04-645301 requiring a budget increase of $14,078 to the above named account.
18. Discussion with possible decision to approve roof repair, replacement of metal trim and installation of new gutters and downspouts to the Armory at a cost of $9,029 from Capital Improvement Account 20-01-645301 requiring a budget increase of $2,859 to the above named account.
19. Discussion with possible decision to approve the following change to the Stilwell Personnel Policy Manuel:

ARTICLE EIGHT – ABSENCES – (A) AUTHORIZED HOLIDAYS – (2) (viii.) shall read as follows:

*Columbus Day/Indigenous Peoples Day (City)*

1. Discussion with possible decision to approve the following change to the Stilwell Personnel Policy Manuel:

ARTICLE SEVEN – COMPENSATION PLAN – (F) SICK LEAVE – (2) Accrual – (f.) shall be added to read as follows:

*New employees shall accrue their first sick leave hours based on time worked according to their hire date not to exceed 8 hours for the month.*

1. Discussion with possible decision to close Cedar Street between 2nd Street and Third Street.

Possible Executive Session for discussion of Items \_\_\_\_\_\_\_ 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.

1. Discussion with possible decision to confirm emergency hire of Ryan Garner as a full-time Sports Facilities Department worker at $10.50 per hour with full benefits effective September 7, 2021. Title 25 O.S. 307(B)(1)
2. Discussion with possible decision to confirm emergency hire of Brent Harlin as a full-time Police Dispatcher at $10.50 per hour with full benefits effective September 17, 2021. Title 25 O.S. 307(B)(1)
3. Discussion with possible decision to confirm emergency hire of Justin Diver as a full-time Sports Facilities Department worker at $10.50 per hour with full benefits effective September 20, 2021. Title 25 O.S. 307(B)(1)
4. Discussion with possible decision to approve ambulance service contract with Pafford Emergency Medical Services of Oklahoma for FY 2021-2022 (beginning October 1, 2021, through June 30, 2022) at a cost of $7,000 per month from General Fund Account 10-20-660000 requiring a budget adjustment to the above named account of $27,000 and use of current building rent free. Title 25 O.S. 307(B)(4).
5. Discussion and possible decision to appoint/hire a part-time or full-time Assistant Chief of Police with salary and start date to be set by council. Title 25 O.S. 307(B)(1)
6. Discussion with City Attorney and possible decision concerning any claims and/or arbitrations. Title 25 O.S. 307(B)(4).

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 Larry A, Nettles – City Clerk-Treasurer

Posted: Friday October 1, 2021, at 3:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com