**CITY OF STILWELL**

**CITY COUNCIL AGENDA**

Regular meeting – Monday December 4, 2023

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**

**Mayor’s Comments**

**Public Comments** **–** Comments will be accepted at this time from the general public.

* 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 unless on the currently published agenda.
* Comments related to a specific agenda item may be allowed at the time the agenda item is addressed.

**FYI**

1. We have been approved for a $75,000 REAP Grant to work on drainage for East Maple & South Oklahoma Streets and Third Street from Locust to Peach Street. Work will begin in the Spring.
2. We have been awarded a $10,000 Grant for Police Overtime related to violent crime.
3. Fire Department Chili Fundraiser will be Tuesday December 5 at noon.
4. Our Annual Christmas Dinner for all City employees and their families will be
Friday December 8 from 5:45 p.m.to 8:00 p.m. in the Community Building.
5. FOP Christmas Dinner is 6:00 p.m. on December 13 at the Community Building.

**Consent Agenda**

1. Approval of minutes of Regular Meeting November 6, 2023, and Special Meeting November 21, 2023.
2. Approval of blanket purchase orders in the sum of $68,155.00
3. Approval of payment of claims for:
	1. $265,902.47 from Fund 10 – General Fund
	2. $35,048.66 from Fund 20 – Capital Improvement Fund
	3. $8,526.50 from Fund 30 – Street and Alley
	4. $12,600.00 from Fund 60 – Federal Grant 2 (ARPA)
	5. $659.33 from Fund 90 – Federal Grant 2 (Safe Routes)
4. Approval of November 2023 payroll in the sum of $384,246.12.

Departmental Reports

* Ambulance
* Police
* Fire
* Municipal Works
* Sports Facilities
* Community Development

**Agenda:**

1. Discussion with possible decision to approve, reject and/or amend a request by Maria Ramirez to move a trailer into the City at 406 S 4th Street.
2. Discussion with possible decision to approve, reject and/or amend a request to amend Ordinance 428 concerning the zoning of a residential area at N Flint St, Hwy 59 and Hwy 51.
3. Discussion with possible decision to approve, reject and/or amend a variance request for the height of a proposed billboard to be 35 feet if Item #2 above is approved.
4. Discussion with possible decision to approve, reject and/or amend proposed Consolidated Schedule for calendar year 2024 to include Stilwell Improvement Authority dates as approved at Special SIA Meeting scheduled for December 4, 2023.
5. Discussion with possible decision to approve, reject and/or amend the following adjustments to the annual budget:
* Community Center (Over Reap) $ 2,319.93
* Administration – Building Construction $ 5,500.00
* Street Department – St &Alley (Improvements) $10,000.00
* Sports Facilities – Carson Park Utilities & Security $20,000.00

Total Adjustment $37,819.93

1. Discussion with possible decision to approve, reject and/or amend proposed contract renewal with CompSource Mutual for workman’s compensation insurance for 2024 for an estimated premium of $144,387.00.
2. Discussion with possible decision to approve, reject and/or amend proposed renewal of our Mowing Contracts with Fourkiller Lawn Solutions for all City Property for an annual cost of $143,641.00.
3. Discussion with possible decision to accept a $13,000 Grant from GRDA for Audio/Visual Technology in the “Joe D. Adair Room”.
4. Discussion with possible decision to approve, reject and/or amend proposed contract with QDP for “Joe D. Adair Room” Audio/Visual at a cost of $12,976 which includes a previously approved amount of $5797.99 from Capital Improvement – Administration – Building Construction Account #20-01-645303 requiring a budget adjustment of $7,178.01 to the above-named account.
5. Discussion with possible decision to approve, reject and/or amend proposed contract for payroll services with Robert St. Pierre at cost of $2,500 per month from November 13, 2023, through June 30, 2024.
6. Discussion with possible decision to approve, reject and/or amend proposed surplus and sale of unusable fire hose in 50-foot lengths for $15.00 on the 1-1/2” hose and $20.00 on the 2” hose.
7. Discussion with possible decision to approve, reject and/or amend proposed contract with Hammer Construction with a three-payment timeline totaling $68,915 for construction of the new pavilion at Carson Park from funds provided by Cherokee Nation from Capitol Improvement – Sports Facilities – Construction Account #20-16-645300 requiring a budget adjustment of $68,915 to the above-named account.

**Possible Executive Session for discussion of Item 12-17 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 approve, reject and/or amend moving Charley Canoe from full-time dispatcher to part-time dispatcher with no benefits with effective date November 25, 2023.
2. Discussion with possible decision to approve, reject and/or amend Mayoral employment of Vernon Drummond as a part-time sanitation worker at $18.00 per hour with no benefits with effective date November 27, 2023.
3. Discussion with possible decision to approve, reject and/or amend Mayoral employment of Christopher Creel as a full-time Street Department laborer at $15.00 per hour with full benefits with effective date November 21, 2023.
4. Discussion with possible decision to approve, reject and/or amend resignation of Brandon Petree effective end of shift on November 20, 2023.
5. Discussion with City Attorney concerning any claims and/or arbitrations.

**New Business:** Consideration, discussion and possible approval regarding any matter not known about or which could not have 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 Nettles, City Clerk-Treasurer

**Posted: Friday, December 1, 2023, at 3:30 p.m.**

 **Stilwell Community Building, 6th & Poplar**

 **Stilwell City Hall, 503 W. Division**

 **www.cityofstilwell.com**