

CITY OF STILWELL

CITY COUNCIL

REGULAR MEETING

Monday August 4, 2025 – 5:30 p.m.
City Hall – 20 South First Street

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, Invocation, Flag Salute, 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. Required State Auditor’s Budget Report has been completed and submitted.
2. We have received the Arts Council Grant Funds of \$4000 for this years’ Strawberry Festival Entertainment.
3. Reimbursement requests for the 2024 and 2025 REAP funds of \$75,000 each have been completed.
4. All of our Police Officers and the Chief have completed LASER Training (Law Enforcement Active Shooter Emergency Response).

5. Division Street from 2nd to 4th and Third Street from Olive to Oak will be closed from 3:30 to 6:30 on October 31 for Trunk-O-Ween.
6. Mountain Top Youth Ministry Association will host the 7th Annual Youth Gathering Time of Worship on August 23rd, 2025, downtown requiring the closure of Division from 2nd to 3rd from 5 p.m. until 10 p.m. The Police will make adjustments to street closures as needed.
7. Members of CC Camp, a non-profit community organization, will once again be providing mortar/fireworks displays after touchdowns or victories at Stilwell High School Home Football Games.
8. Stilwell Fire Department now has a fully certified Swift Water Rescue Team.
9. Cherokee Nation has nominated Stilwell for the 2025 Tribal/Municipal Partnership Award presented by OML and The Mayors Council of Oklahoma.

Departmental Reports

- | | |
|---|--|
| <input type="checkbox"/> Police | <input type="checkbox"/> Municipal Works – in book |
| <input type="checkbox"/> Fire – in book | <input type="checkbox"/> Community Development |

Consent Agenda

1. Approval of minutes of Regular Meeting July 7.
2. Approval of blanket purchase orders in the sum of \$70,806.
3. Approval of payment of claims for:
 - a. \$271,236.99 from Fund 10 – General
 - b. \$179,146.07 from Fund 20 – Capital Improvement
 - c. \$0 from Fund 21 – Fleet management
 - d. \$1,434.65 from Fund 30 – Street & Alley
 - e. \$0 from Fund 50 – Cemetery
 - f. \$0 from Fund 60 – Federal Grant Two – Second Street Project
 - g. \$7,156.25 from Fund 90 – Federal Grant One – Safe Routes to School
 - h. \$880.00 from Fund 91 – Special Projects – Golf Course
4. Approval of June 2025 payroll in the sum of \$284,149.58.
5. Confirmation that the Fleet Management Fund increase in funds approved in July of this year was to come from Capital Improvement Fund 20.
6. Approval of School Resource Officer Contracts for FY 2025.

7. Approval of Resolution 08-04-2025 – Authorizing Application for Financial Assistance from the Rural Economic Action Plan Fund (REAP).
8. Approval of an MOU with the Adair County Sheriff's Office for opioid grant monies to be jointly used for contracted inmate treatment at Adair County Jail.
9. Approval of Application for Phase I Environmental Site Assessment for two city properties through a Cherokee Nation Brownfields Community Wide Assessment Grant at no cost to the city.
10. Approval of renewal of contract with DOCServices for
11. Acceptance of resignation of Officer Jared Martin effective July 19, 2025.

Agenda:

1. Discussion with possible decision to approve, reject and/or amend individually any consent agenda item(s) discussed or commented on, requiring a separate vote for each.
2. Discussion with possible decision to adopt Ordinance 309 H: An Ordinance Fixing Rates For Water, Sewer and Electric Effective September 1, 2025, Increasing March 1, 2026; Making Definitions; Setting Policy and Responsibility; Repealing Ordinance 309 D, Ordinance 309 E, Ordinance 309 F, Ordinance 309 G And All Other Ordinances in Conflict Herewith.
3. 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 309 H" adopted above shall become effective immediately upon passage and approval, all as required by Law.
4. Discussion with possible decision to approve, reject and/or amend a request to change the speed limit on Young Street to 25 mph.
5. Discussion with possible decision to adopt Ordinance 443: An Ordinance Authorizing and Adopting a City of Stilwell Emergency Action Plan (EAP).
6. 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 443" adopted above shall become effective immediately upon passage and approval, all as required by Law.
7. Discussion with possible decision to adopt Ordinance 385-2025-A: An Ordinance Amending Ordinance 385-2025 – Article 6 – Temporary Vendor – Conforming To State Law and Effective November 1, 2025.
8. 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 385-2025-A” adopted above shall become effective immediately upon passage and approval, all as required by Law.

9. Discussion with possible decision to accept retirement of Shawn Noel to be effective October 31, 2025.
10. Discussion with possible decision to confirm, reject and/or amend appointment of Ross Johnson as Interim Community Development Director until October 31, 2025, and declaring the position of Code Enforcement Officer to be open.
11. Discussion with possible decision to approve, reject and/or amend a request from Fire Chief Hill to purchase an Inmar Mehler Search & Rescue Inflatable Boat for our newly certified Swift Water/Flood Rescue Team for \$9,521.95 with Stilwell Kiwanis Club paying \$5,000 of that cost therefore requiring a city expenditure of \$4,521.95 from Capital Improvement – Fire Department – Equipment Acct# 20-06-645300 not requiring a budget adjustment.

Possible Executive Session for discussion of Items 12-17 as per Title 25 O.S. 307 (B) (1)(2)(3)(4) and (C)(11) requiring the signing of a non-disclosure agreement by each Executive Session attendee and designation of the City Clerk to keep written minutes of the Executive Session.

Possible Return from Executive Session as per Title 25 O.S. 307.

12. Discussion with possible decision to confirm, reject and/or amend transfer of Jeremy Pathkiller from the Street Department to the Police Department as a non-CLEET certified officer at \$17.00 per hour until certified. (Title 25 O.S. 307 (B) (1))
13. Discussion with possible decision to confirm, reject and/or amend employment of Jake Duncan as Carson Park Assistant Director at \$19.50 per hour with all benefits effective July 28, 2025. (Title 25 O.S. 307 (B) (1))
14. Discussion with possible decision to confirm, reject and/or amend employment of Megan Hill as temporary part-time employee at the fire department and city hall at \$14.00 per hour for a maximum of 30 hours per week effective August 4, 2025. (Title 25 O.S. 307 (B) (1))
15. Discussion with possible decision to approve/confirm, reject and/or amend employment of Andrea Perkins as full-time Code Enforcement Officer effective August 11, 2025, at an annual salary of \$45,000 with full benefits. (Title 25 O.S. 307 (B) (1))
16. Discussion with possible decision to approve an economic incentive to HBF in exchange for capital investment and job creation, subject to final terms and conditions; authorizing execution of contracts and commitments as approved by the mayor with consent of the city attorney. (Title 25 O.S. 307(C)(11).
17. Discussion with City Attorney regarding possible action concerning pending claims and/or other legal matters. (Title 25 O.S. 307 (B) (4))

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:

Jean Ann Wright, Mayor

Larry Nettles, City Clerk-Treasurer

Agenda Posted: Friday, August 1, 2025, at 3:30 p.m.
Stilwell City Hall, 20 South First
www.cityofstilwell.com