CITY OF STILWELL

MINUTES

Regular meeting – June 5, 2017

Stilwell Community Building – 6th & Poplar

5:00 P.M.

Roll Call:The meeting was called to order by Council President Jim Spray at 6:00 p.m.

Council President Jim Spray asked the Clerk to call roll. Jim Spray – present, Debbie Johnson – present, Coye Nettles – present, Norman Isaacs – present, Alex Mink – present, City Attorney Jeff Jones – present, City Clerk-Treasurer Larry Nettles -- present. There were 10 guests present.

Possible Comments by City Attorney: Attorney Jeff Jones commented that when the President of the Council votes as council member there is no problem but when he votes as the Acting-Mayor to break a tie he should so state before he votes.

Possible Comments by Acting Mayor; We would like to grow our town by making smart choices. We need to work on having competitive wages so our children can stay here and make a good living. We see good things ahead for Stilwell.

Consent Agenda:

1. Approval of minutes of Regular Meeting May 1, 2017.
2. Approval of requisitions in the sum of $30,834.00.
3. Approval of blanket purchase orders in the sum of $42,160.00.
4. Approval of payment of claims in the sum of $187,064.36 Fund 10.
5. Approval of payment of claims in the sum of $3,598.12 Fund 17.
6. Approval of payment of claims in the sum of $46,729.69 Fund 20.
7. Approval of payment of claims in the sum of $1,479.31 Fund 30.
8. Approval of payment of claims in the sum of $11,331.23 Fund 90.
9. Approval of May 2017 payroll in the sum of $171,504.53.

Discussion on the legality of paying the city clerk in relation to extra duties came up and the consent agenda was moved to the end of the meeting.

Motion to move to end of meeting: Alex Second: Norman

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Moved to end of agenda

1. Discussion with possible decision to accept grant funds from the U.S. Economic Development Administration for waste water improvements in the amount of $1,500,000; authorizing the mayor and clerk-treasurer to execute all related documents.

Motion to accept: Alex Second: Coye

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to approve presentation of proposed FY2017 budget.

Motion to approve: Alex Second: Norman

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to approve Sales Tax Pledge Agreement with the Stilwell Improvement Authority for FY 2017 – Police Department Loan. Larry Nettles explained that this is an internal document that is kept on file within the City and is required by the SIA.

Motion to approve: Alex Second: Norman

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to transfer $12,677.51 from Capital Improvement to Library Fund to pay balance due on Library construction change orders. Shelldon Miggletto explained the transfer was needed to cover unexpected expenses caused by problems with the existing structure not known when the contract was approved.

Motion to approve transfer: Debbie Second: Coye

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to approve hire of Crawford & Associates for the compilation of annual financial statements for FY 2017. Larry Nettles explained that this is a renewal of our current contract and recommended approval.

Motion to approve: Alex Second: Norman

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to approve privacy/security contract with Brown & Brown of Arkansas, Inc. as required by the U.S. Department of Health and Human Services. Larry Nettles explained that the contract with Brown and Brown is to oversee the city health plan. This is a Federally required agreement for the protection of our employee information.

Motion to approve: Jim Second: Debbie

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to renew our eligibility with the State of Oklahoma Federal Surplus Property Program.

Motion to renew: Norman Second: Alex

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to approve the request from the Stilwell High School Athletic Director, Ron Littlejohn, to use the Armory, if available, or the Community building for visiting football teams during the 2017 football season. Comment was made that the armory is supposed to be vacated by then but both it and the Community Center have been used at various times in the past.

Motion to approve: Alex Second: Jim

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to confirm mayoral appointment of Ruth Willhite to the Stilwell Housing Authority Board. As requested by the Stilwell Housing Authority.

Motion to confirm: Jim Second: Debbie

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to confirm mayoral appointment of Sharon Jackson to the Stilwell Utility Board/Stilwell Area Development Authority Board. As requested by the Stilwell Utility Board/Stilwell Area Development Authority Board.

Motion to confirm: Coye Second: Debbie

*Coye- Yes Debbie- Yes Alex- No Jim- Yes Norman- No*

Motion Carried 3-2

1. Discussion with possible decision to confirm mayoral appointment of Bill Garrett to the Stilwell Utility Board/Stilwell Area Development Authority Board. As requested by the Stilwell Utility Board/Stilwell Area Development Authority Board.

Motion to confirm: Debbie Second: Coye

*Coye- Yes Debbie- Yes Alex- No Jim- Yes Norman- No*

Motion Carried 3-2

1. Discussion and possible vote concerning changes in water access to areas within the Carson Park grounds. Council to be addressed by Josie Harris.

Discussion was held concerning the exact needs and location with verbal direction to go to the Utility Board to see what might be the best course of action. Then return to the Council with any specific requests.

No Action Taken

Tabled for future consideration

1. Discussion with possible decision to reactivate the Stilwell City website. The clerk/treasurer can update and maintain the website at no extra cost to the city.

Motion to reactivate with the understanding there would be no added cost: Alex Second: Norman

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to allow outside concessions in Carson Park under specific conditions. Discussion was held concerning exclusive use contracts, non-profit vendors, city control, and fees. City attorney commented that a fee should be charged to all for-profit vendors.

No Action Taken

Tabled for future consideration

1. Discussion with possible decision to allow a representative of Washington National Insurance to speak with city employees in July concerning several different insurance-related products. Discussion was held on the options already available for city employees and that more of the same did not seem to be helpful.

Motion to not allow access to city employees during city time to Washington National Insurance: Alex Second: Norman

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion with possible decision to approve renewal of ambulance service agreement with Pafford Emergency Medical Services of Oklahoma, due July 1, 2017. Contract was presented at the meeting. City Attorney Jess Jones commented that the contract called for a three-year agreement but the City was required by law to limit all contracts to one year. The auto-renewal clause was also not legal.

Motion to approve contract for one year with the legally required changes: Norman Second: Coye

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

Motion to go to Executive Session for discussion of Items #17, #18 and #19 as per Title 25 O.S. 307(B)(1) at 6:28 pm: Norman Second: Jim

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

Motion to Return from Executive Session as per Title 25 O.S. 307(B)(1) at 6:47 pm: Jim Second: Debbie

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

1. Discussion and possible vote to hire full-time fireman at $12.00 per hour.

Motion to hire Tony Worley at $12:00 per hour: Coye Second: Norman

*Coye- Yes Debbie- Yes Alex- Abstain Jim- Yes Norman- Yes*

Motion Carried 4-1

1. Discussion and possible vote to pay each Fire Department Captain $100 per month.

Motion to pay each Fire Department Captain $100 per month beginning in July: Jim Second: Debbie

*Coye- Yes Debbie- Yes Alex- Abstain Jim- Yes Norman- Yes*

Motion Carried 4-1

1. Discussion of personnel matters not requiring a vote.

No Action Taken

1. 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.)

None

Other Business: Kiwanis Bandstand Dedication to be Friday morning at 10:00 am. All are invited and the council’s help is appreciated.

Discussion was opened on security issues at the park along with the possible need for an evening worker with no consensus on action.

Adjournment

Motion to adjourn at 6:58 pm: Alex Second: Norman

*Coye- Yes Debbie- Yes Alex- Yes Jim- Yes Norman- Yes*

Motion Carried

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Jim Spray, Acting Mayor—Council President

Attest:

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Larry Nettles—City Clerk-Treasurer

Posted: Friday, June 2, 2017 at 1:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division