CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – August 7, 2017

Stilwell Community Building – 6th & Poplar

5:00 P.M.

Roll Call: Roll call at 5:01 pm. 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 12 guests present.

Comments and Items for Information:

1. Governor Fallin has approved the update to our City Charter concerning the approved changes in wards for the city.
2. Oklahoma Tourism & Recreation has declared the baseball field in Adair Park as obsolete and usable for other purposes.
3. Letter sent to out-of-service-area trash customers on 07-28-2017.
4. Results of Police payroll study done by Sallisaw, Oklahoma.

Consent Agenda

1. Approval of minutes of Regular Meeting July 3, 2017
2. Approval of minutes of Special Meeting July 19, 2017
3. Approval of minutes of Special Meeting July 26, 2017
4. Approval of requisitions in the sum of $15,050.00.
5. Approval of blanket purchase orders in the sum of $59,080.00
6. Approval of payment of claims for:
   1. $152,246.76 from Fund 10 – General Fund
   2. $27,312.63 from Fund 14 – Library Fund
   3. $3,598.12 from Fund 17 – Stilwell Improvement Authority
   4. $22,569.00 from Fund 20 – Capital Improvement Fund
   5. $4,179.47 from Fund 30 – Street & Alley Fund
   6. $30,469.83 from Fund 90 – CDBG
7. Approval of July 2017 payroll in the sum of $156,749.89.

Motion to approve: Norman Second: Alex

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Consent Agenda Approved

Regular Agenda

1. Discussion with possible decision to approve continuous request for applications for employment. (Tabled from July meeting) After a short discussion.

NO ACTION TAKEN

1. Discussion with possible decision to approve Saturday, December 9, 2017, at 4:00 pm as the date and time the Holiday Express Train will stop at the Depot in Stilwell.

Motion to approve: Norman Second: Alex

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion with possible decision to approve full-time dumpster at rodeo grounds.

(Jason Helm)

NO ACTION TAKEN

1. Discussion with possible decision to approve $1.00/hr. raise for Denise Brown retroactive to her 6-month probation date of March 26, 2017.

Motion to approve: Norman Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion and possible decision to approve annual software maintenance contract with United Systems Technology, Inc. for $5,109.00.

Motion to approve: Alex Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion and possible decision to approve Traffic Signal Maintenance contract with Signal Service Company of Tulsa for $180 per month.

Motion to table: Alex Second: Debbie

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Tabled

1. Discussion with possible decision regarding hiring Mike Green as auditor for FY 2016-2017 audit.

Motion to approve: Alex Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion with possible decision to wave building fee for proposed Catholic Church Complex behind Hart Funeral Home. There was a very positive discussion with several of those present for this item. The services will be in English and future plans include the possibility of a school.

Motion to waive building fees: Alex Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion with possible decision to accept resignation of Billy Hooper as Code Enforcement Officer.

Motion to accept: Alex Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion to Accept Resignation Approved

1. Discussion with possible decision to employ Joseph Souza as CDBG-CR-2013-STILWELL CI-00058 ‘temporary full-time employee(s)’ for up to 48 hours /week as laborer at $8/hour with no benefits effective July 31, 2017, until September 30, 2017, as per Stilwell Employee Personnel Policy Section III (D) (3).

Motion to approve: Jim Second: Norman

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion with possible decision to approve Resolution 08-07-2017 to allow Acting Mayor Jim Spray and City Clerk-Treasurer Larry Nettles authority to co-sign requisitions for CDBG Drainage Project up to $50,000 until September 30, 2017, with all such requisitions to be listed as such on the next Regular Council Meeting Agenda.

Motion to approve: Debbie Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Resolution Approved

1. Discussion with possible decision to approve Ordinance #375-A to add trash rates for 2 and 4 times weekly dumpster pick up and short-term dumpster usage rates.

Motion to approve: Alex Second: Norman

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Ordinance 375-A Approved

1. Discussion with possible decision to approve Ordinance #376 setting Rules and Regulations for Trash Pick Up within the City of Stilwell.

Motion to approve with the removal of proposed item #5 concerning the weight of bags: Alex Second: Debbie

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Ordinance 376 Approved with the removal of Proposed Item #5

1. Discussion with possible decision to approve the purchase of new police car from Starr Motor Company in the amount of $28,945.00 to be paid from Capital Improvement Fund 20-09-645300.

Motion to approve: Norman Second: Alex

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion with possible decision to approve the purchase and installation of up-fit vehicle equipment and decals for new police car in the amount not to exceed $5,500.00 to be paid from Capital Improvement Fund 20-09-645300.

Motion to approve: Norman Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion with possible decision to approved placement of 8’ x 40’ building behind Jerimiah 29 location and to waive all city fees pertaining to such placement.

Motion to Table: Alex Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

TABLED

1. Discussion with possible decision to approve possible land acquisition for Cemetery.

Discussion was held on the possibility of adding land to the north or south of the existing cemetery. It was determined that the only realistic way of deciding involved the checking to see if the land was usable for burial or was there too much rock to allow digging. Core samples will need to be taken and evaluated before any further action can be considered.

Motion to table to allow information to be gathered: Coye Second: Debbie

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

TABLED

1. Discussion with possible decision to approve request for bids for Cemetery fencing.

Some discussion was held about fencing on the west end of the cemetery with a request to contact land owners who would be affected.

Motion to table: Coye Second: Debbie

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

TABLED

1. Discussion with possible decision to approve Armory Lease Agreement with Boys and Girls Club for term and amount to be decided.

Motion to approve lease at $1.00 per year for one year beginning on September 1, 2017, and ending August 31, 2018 with option for renewal: Alex Second: Norman

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

Possible Executive Session for discussion of Items #20, #21, #22 as per Title 25 O.S. 307(B)(1).

Motion to enter Executive Session at 6:23 pm: Alex Second: Coye

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Council entered Executive Session

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

Motion to exit Executive Session at 7:34 pm: Norman Second: Alex

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Council exited Executive Session

1. Discussion with possible decision to hire Danny Barker or Thomas Parker as Fill-time Code Enforcement Officer at a to-be-determined hourly wage effective August 8, 2017.

Motion to hire Danny Barker at same wage as currently receiving: Alex Second: Noman

*Jim – Yes, Debbie – No, Coye – No, Norman – Yes, Alex – Yes*

Motion Approved as Stated 3 - 2

1. Discussion with possible decision to hire Charity Curtis, who is now a part-time dispatcher, as a full-time dispatcher and to advertise for part-time dispatcher.

Motion to approve: Jim Second: Alex

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

1. Discussion of any personnel matters not requiring a vote.

NONE

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.) Jacob Martin will be reaching the end of his 6-month probationary period soon. He should receive his $1.00 increase at that time.

Motion to approve $1.00 increase at end of probationary period for Jacob Martin: Alex Second: Jim

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Motion Approved as Stated

Other Business

Benefit for Mike Little was announced.

Adjournment Motion to Adjourn at 7:42 pm: Norman Second: Alex

*Jim – Yes, Debbie – Yes, Coye – Yes, Norman – Yes, Alex – Yes*

Meeting Adjourned

ATTEST:

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Jim Spray, Acting Mayor—Council President Larry A, Nettles, City Clerk-Treasurer

Posted: Friday, August 4, 2017 at 2:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com