CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday February 5, 2018

Stilwell Community Building – 6th & Poplar

5:00 P.M.

Roll Call: TIME: 5:06 p.m*. Coye Nettles – present, Debbie Johnson – present, Joe Adair – absent, Jim Spray – present, Norman Isaacs – present.* Jeff Jones, City Attorney – present, Larry Nettles, City Clerk – present. 21 guests were present.

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.”

Comments by Mayor: The Mayor complemented everyone on the spirit of cooperation within the city.

Comments and Items for Information:

IFI #1 – Code Enforcement Report

IFI #2 – FOP negotiations are going well and should be resolved before the March Meeting.

IFI #3 – Fence between Street Department and bypass will be installed after the Old Ball Field Building is erected at Street Department.

Consent Agenda

1. Approval of minutes of Regular Meeting January 2, 2018, and Special Meeting January 22, 2018.
2. Approval of requisitions in the sum of $20,850.00.
3. Approval of blanket purchase orders in the sum of $59,080.00.
4. Approval of payment of claims for:
   1. $280,383.75 from Fund 10 – General Fund
   2. $0.00 from Fund 14 – Library Fund
   3. $1,394.08 from Fund 17 – Stilwell Improvement Authority
   4. $29,945.61 from Fund 20 – Capital Improvement Fund
   5. $2,700.00 from Fund 30 – Street & Alley Fund
   6. $99,500.00 from Fund 50 – Cemetery Fund
   7. $3,340.67 from Fund 90 – CDBG
5. Approval of January 2018 payroll in the sum of $251,966.90.

Motion to Approve: Norman Second: Jim

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

Regular Agenda

1. Discussion and possible decision to approve request from Relay for Life to close Division street from 2nd to 3rd streets and 2nd and 3rd streets from Oak street (south side of post office) to alley behind Adair County Abstract on June 8 from 5:00 p.m. – 12:00 a.m.

Motion to Approve: Jim Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Opening of Sealed bids for mowing of “City Buildings”, as per published invitation to bid, followed by discussion with possible decision to award bid for “City Buildings”.

Motion to award bid to Blue Line Mowing: Jim Second: Norman

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Opening of Sealed bids for mowing of “City Cemetery”, as per published invitation to bid, followed by discussion with possible decision to award bid for “City Cemetery”.

Motion to award bid to Fourkiller Lawn Solutions: Jim Second: Debbie

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve purchase of new police car from Dunn Motor Company in Stigler in the amount of $28,113 to be paid from an equal increase in Capital Improvement Fund 20-09-645300 – $10,000 of which will be reimbursed to us from previously approved grant and $17,000 from insurance payment on 2015 Taurus that was totaled.

Motion to approve: Norman Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

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

Motion to approve: Norman Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve twenty-five (25) year lease, with renewal option, of ten (10) acres consisting of the existing area under lease to the Adair County Fair Association as well as the area adjoining it to the west, known as the old High School Baseball Field. Rental for Lease shall be per annum and decided by the council. The complete legal description is as follows:

All of SW¼ NE¼ SW¼ of Section 26, Township 16 North, Range 25 East

Motion to approve at $1.00 per year with verification of funding for the proposed building project: Debbie Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve six-month probation raise for Charity Curtis of $1.00 per hour on six-month anniversary of employment on February 7, 2018.

Motion to approve: Jim Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve solicitation of open bids (each item to be bid separately) for the following:
   1. Dilapidated structures located on Yallip Investments property on Blackjack Street (Sierra Trailer Park). Tear down and remove dilapidated structures and clean-up trash.
   2. Abatement of weeds and trash on property behind EZ Mart (Utah Thorns property).
   3. Abatement of weeds/trash/brush and unsecured structure on Maria Maldonado property on Division Street. Board and secured a dilapidated storage building and clean-up brush/weeds/trash on property.
   4. Abatement of unsecured structure at 219 North 5th Street known as Charolette Kastner’s property. Structure is to be boarded and secured.
   5. Abatement of dilapidated structures at corner of 2nd and Division Street, Dowell Buckner’s and Virginia Fishinghawks’s conjoined properties. Structures are to be torn down and clean-up of property. (Only structures without roof).

Motion to approve: Debbie Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve purchase and installation by Street Department of additional 155 feet of fencing (to the existing gate) and 570 feet of fencing from the gate to the back boundary of the existing cemetery which, with previously approved amount, will total 1425 feet of fence plus concrete base and necessary ditch work, to be paid from Cemetery Fund 50-03-645301, requiring a budget increase of less than $15,000 for the above named account to match the approved action.

Motion to approve for Stilwell City Cemetery: Norman Second: Debbie

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve drainage work on 8th street to include curve at end of Chestnut street past ditch from Pine street (south side of football field) at a projected cost of less than $30,000 from CDBG Fund 90-12-645100.

Motion to approve: Norman Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve Farmer’s Market in Stilwell – waiving vendor permit fee for calendar year 2018.

Motion to approve: Jim Second: Norman

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve special event permit for the Kiwanis Club of Stilwell to host the 71st Annual Stilwell Strawberry Festival – waiving vendor permit fee.

Motion to approve: Jim Second: Norman

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve expenditure for portable toilets for the Stilwell Strawberry Festival at a cost not to exceed $1,800.00

Motion to approve: Jim Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to act as fiscal agent for the Kiwanis Club of Stilwell for the Oklahoma Arts Council – Small Program Grant.

Motion to approve: Norman Second: Debbie

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve cruise night and/or other activities on April 21, 2018 and closing streets deemed appropriate by the Police Department.

Motion to approve for April 14, 2018: Coye Second: Norman

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to advertise for 2 seasonal laborers at $8.50 per hour for the Edna M. Carson-Stilwell Community Park.

Motion to advertise for two seasonal laborers: Norman Second: Jim

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to appoint Jennifer Brown as representative from the City to OMRF to replace Rhonda Patterson.

Motion to approve: Norman Second: Debbie

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to grant the Stilwell Chamber of Commerce permission to plant a live tree at Stilwell Depot for the purpose of beginning an Annual Tree-Lighting Ceremony next December.

Motion to approve: Coye Second: Jim

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve Ordinance #383 adopting the “STILWELL CODE OF ORDINANCES”.

Motion to approve: Norman Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

# 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 the "Stilwell Code of Ordinances" adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Jim Second: Norman

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Resolution #2-5-2018 notifying the residents of Stilwell of the adoption of a newly compiled "STILWELL CODE OF ORDINANCES".

Motion to approve: Jim Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to approve purchase of Track Dump Truck for the cemetery requiring a budget increase of $25,000 to Cemetery Fund 50-03-645300.

Motion to Table until March Meeting: Coye Second: Debbie

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Tabled

Possible Executive Session for discussion of Items # 23, 24, 25, 26 as per Title 25 O.S. 307(B)(1).

TIME: 6:59 p.m.

Motion to enter: Jim Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

Possible Return from Executive Session as per Title 25 O.S. 307(B)(1). TIME: 7:16 p.m.

Motion to re-enter open session: Norman Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to accept early retirement incentive application of Phil Van Dyke effective no later than April 1, 2018, paying accrued vacation and sick leave at regular hourly rate of pay.

Motion to approve: Jim Second: Norman

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to increase Hearing Fee for Tony Worley to no more than $100 per hearing due to necessary preparation time.

Motion to increase Hearing Fee for Tony Worley to $100 per hearing: Jim Second: Norman

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

1. Discussion with possible decision to increase salary by no more than $1.00 per hour retroactive to October 22, 2017, for Tony Worley for Completion of Certification classes as discussed at time of employment.

Motion to approve salary increase of $1.00 per hour retroactive to October 22, 2017: Jim Second: Debbie

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

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.)

a. Approval of placement of Mobile Home owned by Diane Hamor to be placed at Lot 8 Block 3 Tower Heights Addition to the City of Stilwell.

Motion to approve: Norman Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

b. Approval of moving Chrystal Chuculate from Part-time to Full-time Police Officer effective January 29, 2018, to replace Phil Van Dyke.

Motion to approve: Norman Second: Coye

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

c. Resignation of Thomas Parker effective February 9, 2018.

Motion to accept: Jim Second: Debbie

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

d. Approval for Advertisement for Code Enforcement Position according to Personal

Policy Provisions.

Motion to adjourn: Norman Second: Jim

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

Other Business - NONE

Adjournment: TIME: 7:29 p.m.

Motion to adjourn: Norman Second: Jim

*Coye – yes Debbie – yes Jim – yes Norman - yes*

Motion Carried

ATTEST:

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

Posted: Friday, February 2, 2018 at 2:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com