CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday April 2, 2018

Stilwell Community Building – 6th & Poplar

5:00 P.M.

Roll Call: TIME: 5:04 p.m.) Coye Nettles – Present, Debbie Johnson – Present, Joe Adair – Present, Jim Spray – Present, Norman Isaacs – Absent, City Attorney Jeff Jones – Present, City Clerk Larry Nettles – Present.

Guests: Chad Smith, William O’Neal, Terry Butler (did not sign in), Darrell Neale, Paul Caton, Willis Hothouse, Greg Hatchett, David Bruner, Joanne Jones, Paul Gilbert, Jim Carson, Kristen Gentry, Alan Adams, Daniel Bradley, Shaina Kindle, Hillary Mead, Kassandra Peck-Rosas.

Comments from the Mayor – NONE

Items for Information:

IFI #1 – Adair County CarePortal Launch on April 12 at 8:00 p.m. at the Depot.

IFI #2 – An issue has come up with the spraying of herbicides by the city. It was a problem with application and has been corrected internally.

IFI #3 – Code Enforcement Report

Consent Agenda

1. Approval of minutes of Regular Meeting on March 2, 2018, and Special Meeting on March 15, 2018.
2. Approval of requisitions in the sum of $5070.00
3. Approval of blanket purchase orders in the sum of $60,950.00
4. Approval of payment of claims for:
   1. $232,844.50 from Fund 10 – General Fund
   2. $324.50 from Fund 14 – Library Fund
   3. $1394.08 from Fund 17 – Stilwell Improvement Authority
   4. $136,614.24 from Fund 20 – Capital Improvement Fund
   5. $1,771.35 from Fund 30 – Street & Alley Fund
   6. $43,500.00 from Fund 50 – Cemetery Fund
   7. $408.42 from Fund 90 – CDBG
5. Approval of March 2018 payroll in the sum of $161,940.77

Motion to approve: Jim Second: Coye

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

Regular Agenda

1. Discussion only regarding Cherokee Nation TSET Healthy Living Program. Presentation.

Presentation Given

1. Discussion with possible appointment of a board member to the Stilwell Memorial Hospital Board.

Motion to appoint Jim Carson as city appointed member for the Board of the Adair County Health Center, Inc. DBA Memorial Hospital: Jim Second: Norman

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to approve Ordinance 384 titled “An Ordinance adopting the International Code Commission’s (ICC) family of I-codes and the National Electrical Code (NEC) as well as the resulting standards; Adopting all subsequent updates to said codes; and Establishing a procedure for the creation and updating of a fee schedule relating to the inspection and enforcement of the adopted codes”.

Motion to approve: Norman Second: Coye

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to adopt, for the immediate preservation of the public peace, health and safety, an emergency clause for Ordinance 384.

Motion to approve: Norman Second: Jim

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to approve Ordinance 385 titled” An Ordinance Establishing a Schedule of Fees for Various Acts and Permits by and with the City of Stilwell.

Motion to approve: Norman Second: Debbie

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to adopt, for the immediate preservation of the public peace, health and safety, an emergency clause for Ordinance 385.

Motion to approve: Norman Second: Debbie

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to approve City support and involvement in the Adair County Trash-Off by providing free trash pick-up within the City on Saturday April 14, 2018.

Motion to approve with removal of language

“providing free trash pick-in”: Debbie Second: Jim

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to amend budget in the following areas for the reasons given:
   1. General Fund (Administration) –
      1. Add $6,000 to 10-01-614000 (Professional Services) for increases in renewal contracts.
      2. Add $4,000 to 10-01-630300 (Computer Maintenance) for server updates and security.
      3. Add $30,000 to 10-01-630500 (Insurance) for price increases.
      4. Add $4000 to 10-01-640100 (Maintenance Building/Grounds) for mowing of City Buildings.
      5. Add $40,000 to 10-01-660000 (Contractual Services) for Code Enforcement Bids with related expenses.
   2. General Fund (Library) –
      1. Add $3000 to 10-07-640100 (Maintenance Building/Grounds) for normal expenses.
   3. General Fund (Community Building) –
      1. Add $4000 to 10-08-620200 (Other Utilities) for increases in normal expenses.
   4. General Fund (Street) –
      1. Add $4000 10-12-610200 (Gas & Oil) for increased earthwork, etc.
      2. Add $6000 to 10-12-621000 (Uniforms) because of increase in employees during fall of 2017.
   5. General Fund (Parks & Recreation) –
      1. Add $25,000 to 10-16-620200 (Other Utilities) in preparation for Splash pad season.
      2. Add $10,000 to 10-16-640100 (Maintenance Building/Grounds)) in preparation for spring ball season.
   6. Library Fund (Library) –
      1. Add $4000 to 14-00-645301 (Improvements) for overages on previously approved projects. (shipping, minor cost increases, minor improvements, etc.)

Motion to approve: Norman Second: Coye

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to confirm mayoral re-appointment of Ross Roye to the Stilwell Municipal Utility Board/Stilwell Area Development Authority Board.

Motion to approve: Norman Second: Jim

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision regarding renewal of dues to Oklahoma Municipal League (OML) in the amount of $4,069.31 for FY 2018-2019.

Motion to approve: Norman Second: Jim

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to approve a storage building at the cemetery to house and secure new track dump truck and other equipment at a projected cost of less than $6000 from account 20-03-64530 requiring a budget adjustment of the actual expenditure amount to the above named account.

Motion to approve: Norman Second: Coye

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to approve purchase of new Mini X for the Street Department. Trade in value varies by company. Cost would be paid from Capitol Improvement 20-12-645300 requiring a budget adjustment of the actual expenditure amount to the above named account.

Motion to approve lowest bid from Williams Tractor for $77,900 less trade-in

of $16,500 for a total of $61,400: Norman Second: Joe

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to approve conversion of the replaced CNG truck, with a dump truck bed which is designed to fit the truck, for a cost of $15,010 from Street & Alley Fund 30-12-645300 requiring a budget adjustment of the actual expenditure amount to the above named account.

Motion to approve: Norman Second: Coye

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to approve purchase of 14 inch Hi-Speed gas concrete saw and 20 blades for $2799.80 from 30-12-645300 requiring a budget adjustment of the actual expenditure amount to the above named account

Motion to approve: Norman Second: Coye

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision to approve placement of sanitation equipment on new sanitation truck for $10,222.48 from 20-11-645300 requiring a budget adjustment of the actual expenditure amount to the above named account

Motion to approve: Joe Second: Coye

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

Possible Executive Session for discussion of Items as per Title 25 O.S. 307(B)(1).

Motion to enter Executive Session at 6:47 p.m.: Jim Second: Coye

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

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

Motion to Re-inter Regular Session at 6:53 p.m.: Jim Second: Debbie

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision regarding early retirement for Preston Black as of April 1, 2018.

Motion to accept: Debbie Second: Jim

*Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Norman - Yes*

Motion Carried

1. Discussion with possible decision regarding resignation of Jacob Martin effective March 30, 2018.

Motion to accept: Jim Second: Debbie

*Coye – Yes, Debbie – Yes, Joe – 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.)

NONE

Other Business

NONE

Adjournment

Motion to adjourn at 6:58 p.m.: Joe Second: Norman

*Coye – Yes, Debbie – Yes, Joe – 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: Thursday, March 29, 2018 at 2:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com