CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday October 2, 2017

Stilwell Community Building – 6th & Poplar

5:00 P.M.

SWEARING IN OF NEWLY APPOINTED COUNCIL MEMBER JOE ADAIR

by City Attorney Jeff Jones.

Sworn in at 5:00 p.m.

Roll Call: Jim Spray – Present, Coye Nettles – Present, Debbie Johnson – Present, Joe Adair – Present, Norman Isaacs – Present, City Attorney Jeff Jones – Present, City Clerk Larry Nettles – Present, 15 Guests present.

Comments and Items for Information:

IFI #1 – CDBG Grant project is completed and the close-out process has begun.

IFI #2 – The Street Department is working to finish the projects begun on Chestnut, 8th street, between 2nd and Hwy 100 West, and the north side of 2nd street between Division and Olive.

IFI #3 – We have received the $20,000 reimbursement for REAP 2014.

IFI #4 – The Street Department will be repairing 420’ of drainage on the south side of Maple Street where the street is falling off into the ditch.

IFI #5 – We now have a flagpole and flags at the Police Station and will soon have them at the new fire station also. We have put new flags at the armory and the community building.

Consent Agenda

1. Approval of minutes of Regular Meeting September 5, 2017
2. Approval of requisitions in the sum of $9,250.00
3. Approval of blanket purchase orders in the sum of $59,080.00
4. Approval of payment of claims for:
   1. $157,863.30 from Fund 10 – General Fund
   2. $730.95 from Fund 14 – Library Fund
   3. $3,598.12 from Fund 17 – Stilwell Improvement Authority
   4. $87,240.00 from Fund 20 – Capital Improvement Fund
   5. $49,542.04 from Fund 90 – CDBG
5. Approval of September 2017 payroll in the sum of $168,852.32.

Motion to approve: Norman Second: Coye

Coye – Yes Debbie – Yes Joe – Yes except abstain on Minutes (#1) Jim – Yes Norman – Yes

Motion Carried

Regular Agenda

1. Discussion with possible decision to adopt the following as the Mission Statement for the City of Stilwell.

*“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.”*

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 purchase of 9.6 acres for $96,000 from Carson Ranch, LLC to enlarge the City Cemetery to be paid from Cemetery Fund 50-03-645301.

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 Budget revision in Fund 50 (Cemetery Fund) of $96,000 for land purchase.

Motion to approve: Norman Second: Jim

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to instruct Street and Sanitation Departments or advertise for bids on purchase and installation of 700 feet of fencing on the south side of the Cemetery.

Motion to get exact price and length and report back to council: Debbie Second: Norman

Coye – Yes Debbie – Yes Joe – 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 Capital Improvement Fund 20-09-645300.

Motion to approve: Jim Second: Debbie

Coye – Yes Debbie – Yes Joe – 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 of $5,500.00 to be paid from Capital Improvement Fund 20-09-645300.

Motion to approve: Jim Second: Coye

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to approve Resolution 10-01-2017 authorizing application for financial assistance from the Rural Economic Action Plan (REAP) Fund through EODD.

Motion to approve: Jim Second: Norman

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to approve Resolution 10-02-2017 approving action by the Stilwell Development Authority authorizing the issuance of a promissory note to the USDA in conjunction with the Wastewater Treatment Project.

Motion to approve: Jim Second: Debbie

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to adopt Ordinance 379 amending Ordinance 334 to coincide with State Statues §11-22-112 and §11-22-112.4 concerning dilapidated and/or abandoned buildings and repealing all previous conflicting ordinances or portions thereof.

*Discussion was held concerning whether to adopt new ordinance for only the two sections (Chapter 4 and 5) or wait and present entire update for all nuisance, etc. at once. Consensus was to present all at once.*

NO ACTION TAKEN

1. Discussion with possible decision to adopt, for the immediate preservation of the public peace, health and safety, an emergency clause for Ordinance 379.

NO ACTION TAKEN

1. Discussion with possible decision to approve installation of cameras at Edna M. Carson Park to observe the baseball and softball fields, installation of gates to allow limited access to the fields and changing of locks on the fields and indoor facility for controlled access. Cost to be more than $9000.

Motion to approve at a cost of no more than $9000: Norman Second: Jim

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to adopt Ordinance 377 regulating the use of the facilities at Edna M. Carson Park; establishing some duties of the park director; setting of fees for park usage; determination of times available for private park usage; establishing guidelines for tournaments within the confines of the park; setting basic rules of behavior and penalties for violation.

Motion to approve with change of Public Use of Splash Pad to Sunday and Wednesday from 11:00 a.m. to 7:00 p.m. and Monday, Tuesday, Thursday, Friday, and Saturday from 11:00 to 9: p.m.: Debbie 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 377.

Motion to approve: Norman Second: Debbie

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to allow purchase of some of the sandstone being removed from the drainage ditches in town.

Motion to Table: Debbie Second: Jim

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

TABLED

1. Discussion with possible decision to adopt Ordinance 378 which is an ordinance pertaining to the posting of house numbers within the city of Stilwell; the requirements of such numbering; timelines pertaining to such posting; authority to give citations for violation of this ordinance; and penalties for violations thereof.

Motion to approve: Norman Second: Coye

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to close Division Street from 2nd to the west side of the Methodist Church parking lot on Division between 3rd and 4th streets from 4:00 p.m. to 6:30 p.m. for Trunk-O-Ween.

Motion to approve: Debbie Second: Coye

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to approve purchase of candy for Trunk-O-Ween to be taken from account 10-09-615100 for the Police Department & account 10-06-615100 for the Fire Department.

Motion to approve with maximum cost to be $1000 total: Norman Second: Debbie

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to close 2nd street from Poplar Street to Maple Street on December 9, 2017, from 11:30 a.m. until after the Christmas Parade which is scheduled to begin at 12:00 p.m.

Motion to approve with closure to be from Poplar Street to Walnut Street: Jim Second: Norman

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to purchase of 10 LED flood lights for Carson Park at a cost of $6470.

Motion to approve: Jim Second: Debbie

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to close the alley between the U.S. Post Office and the Courthouse on October 12 from 5:00 p.m. until 9:00p.m. for the CCR Glowwalk for Awareness of Domestic Abuse sponsored by Help in Crisis.

*Discussion brought the fact that the alley is already closed between the courthouse and the Cherokee Nation Complex. The Police and Street Departments can (and will) put up barriers to protect the walkers that evening.*

NO ACTION TAKEN

1. Discussion with possible decision to approve the compilation of a Municipal Code Book through Municipal Management, LLC. Cost to be $4100.

Motion to approve: Jim Second: Debbie

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to approve purchase of Dump Truck with a working lift for $5000.

Motion to approve: Norman Second: Coye

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

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

Motion to enter Executive Session at 6:52 p.m.: Jim Second: Norman

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 return to Regular Session at 7:32 p.m.: Jim Second: Debbie

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

Executive Session Minutes – Discussion was held on only the items stated and no decisions were made in Executive Session.

1. Discussion with possible decision to continue Clifford Bietz and Cory Wallace as temporary full-time employees at not more than $10 per hour not to exceed 40 hours per week.

Motion to approve: Debbie Second: Jim

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

1. Discussion with possible decision to hire or advertise for a CDL qualified Sanitation Truck Driver.

NO ACTION TAKEN

1. Discussion of any 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.)

Notification was received today that the City needs to approve a RESIDENTIAL ANTI-DISPACEMENT AND RELOCATION ASSISTANCE PLAN 16860-CDBG-ED 16 to receive approved grant money for the Wastewater Treatment Project.

Motion to approve Plan as presented: Jim Second: Coye

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

Request by Senior Citizens to repaint the inside of the main room in the Community Building and the City pay for the paint.

Motion to approve: Debbie Second: Norman

Coye – Yes Debbie – Yes Joe – Yes Jim – Yes Norman – Yes

Motion Carried

Other Business

Adjournment

Motion to Adjourn at 7:44 p.m.: Norman Second: Coye

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

Agenda Posted: Friday, September 29, 2017 at 2:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com