CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday December 4, 2017

Stilwell Community Building – 6th & Poplar

5:00 P.M.

Roll Call: Time: 5:05 p.m. Coye Nettles-Present, Debbie Johnson-Present, Joe Adair-Present, Jim Spray-Present, Norman Isaacs-Present. Also present were Jeff Jones-City Attorney, Larry Nettles-City Clerk/Treasurer, and Ten (10) guests.

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 and Items for Information:

IFI #1 – Thank you note from the Library Friends for the purchase of a handicapped door for the Library.

IFI #2 – 14 Toughbook laptops with separate cameras and cables have been received by the Police Department.

IFI #3 – December 12 at 6:00 pm is the annual fire department Christmas dinner at the downtown Fire Station.

IFI #4 – December 13 at 6:00 pm is the annual FOP Christmas dinner at the Community Building.

IFI #5 – December 21 at 6:00 p.m. is “Shop with a Cop” at Walmart. They plan to purchase gifts for 27 kids due to donations from Arvest Bank, Walmart, Kiwanis Club, Cherokee Nation, and other organizations.

IFI #6 – Carson Park vandalism costs are $4,067. The outside doors to the bathrooms are being sealed with concrete blocks to forestall future unlawful entry and the sight restricting outside walls will be removed.

IFI #7 – Code Enforcement Report

Consent Agenda

1. Approval of minutes of Regular Meeting November 6, 2017
2. Approval of requisitions in the sum of $4,250.00
3. Approval of blanket purchase orders in the sum of $59,080.00
4. Approval of payment of claims for:
	1. $208,761.26 from Fund 10 – General Fund
	2. $5,065.22 from Fund 17 – Stilwell Improvement Authority
	3. $10,338.82 from Fund 20 – Capital Improvement Fund
	4. $553.94 from Fund 30 – Street & Alley Fund
	5. $1,500.00 Fund 50 – Cemetery Fund
	6. $13,203.87 from Fund 90 – CDBG
5. Approval of November 2017 payroll in the sum of $174,993.57

Motion to Approve: Norman Second: Jim

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

Motion Carried

Regular Agenda

1. Discussion with possible decision to adopt Ordinance 382 which is an ordinance defining residential sales; requiring a license therefor; providing for issuance; investigation and revocation thereof; fixing intervals between sales; defining signs that may be used and conditions thereof; defining sales area; exceptions to the code; fixing penalties for violation of this ordinance; and repealing ordinance 281 and ordinance 282.

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, for the immediate preservation of the public peace, health and safety, an emergency clause for immediate enforcement of Ordinance 382.

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 finalization of JAG-LLE-2017-STILWELL CI-00046, a $10,000 grant for partial payment on a new patrol car for the police department.

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 Consolidated Schedule for calendar year 2018 with the Davidson Heights and Utility Department schedules to be added at our January meeting.

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 contract renewal with Compsource Mutual for workman’s compensation insurance for 2018 for a projected cost of $63,113.

Motion to Approve: Jim Second: Norman

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

Motion Carried

1. Discussion with possible decision to purchase used laydown machine and roller for the Street Department for $9,000 from Capital Improvement 20-12-645300 plus $5,000 from General Fund 10-12-645100 for needed repair for a total of $14,000 Budget Adjustment.

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 use of office space in the Community Building by the Salvation Army.

*Discussion brought out that the Salvation Army has a standard lease agreement form which they will provide to our attorney for his approval.*

Motion to Approve: Norman Second: Debbie

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

Motion Carried

1. Discussion with possible decision to contract with MSDSonline for compliance with OSHA 29 CFR 1910.1200 concerning Hazard Communication Safety Data Sheets at a cost of $2,999 per annum.

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 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 one dollar ($1.00) per annum. The complete legal description is as follows:

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

 *Discussion centered on legal aspects of the lease with concern expressed by Jeff Jones on actual boundaries, what they intend to do with the land and how they were going to finance the proposed actions. City clerk was directed to contact the Fair Board and request they have someone present to the Council in January a proposal for the lease answering those questions and any others that may arise. Specifics are: what plans for usage, request survey, letter of intent, finance for proposed building, etc.*

NO ACTION TAKEN

1. Discussion with possible decision to approve safety stipends for full-time employees & volunteer fire fighters of $500.00 and a $200.00 safety stipend for the part time employees who have worked 30 hours a week for the last 90 days – payments to be made beginning on December 14.

Motion to Approve: Norman Second: Joe

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

Motion Carried

1. Discussion with possible decision to approve prisoner housing cost increase from $26 to a maximum of $31 per day, per prisoner, for December 1, 2017, through June 30, 2018.

Motion to Approve: Joe Second: Norman

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

Motion Carried

1. Discussion with possible decision to advertise for bids on a one-year contract for mowing, edging, and general upkeep for 1) Highway 59 from the viaduct north to Marietta School, 2) Highway 100 West within city limits, 3) Highway 51 East to the Fairfield turnoff, and 4) Highway 51 West within city limits.

Motion to Approve: Joe Second: Jim

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

Motion Carried

Possible Executive Session for discussion of Items #13, #14 as per Title 25 O.S. 307(B)(1).

Motion to Enter Executive Session at 6:10 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 from Executive Session at 6:25 p.m.: Norman Second: Jim

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

Motion Carried

1. Discussion with possible decision to change employee status of Ricky Ford to Full-Time with retirement benefits.

Motion to Approve effective December 4, 2017: Joe Second: Norman

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

Motion Carried

1. Discussion with possible decision to hire one or more CDL-licensed full-time operators at $10 per hour for position of Sanitation Truck Driver and other duties as needed from applications submitted.

Motion to Hire Vernon Drummond and Greg Hatchett at $10.00 per Hour Full-Time effective December 4, 2017: Norman Second: Jim

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.)

Accept Resignation of Rhonda Patterson as stated in resignation letter dated December 4, 2017.

Motion to Approve: Norman Second: Joe

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

Motion Carried

 Advertise for Payroll Clerk.

Motion to Advertise as per guidelines in Personnel Policy Handbook.: Coye Second: Debbie

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

Motion Carried

 Other Business NONE

Adjournment Time: 6:34 p.m.

 Motion to Approve: Norman Second: Jim

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: Friday, December 1, 2017 at 2:30 p.m.

 Stilwell Community Building, 6th & Poplar

 Stilwell City Hall, 503 W. Division

 www.cityofstilwell.com