CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday June 1, 2020

Stilwell Community Building – 6th & Poplar

5:00 P.M.

City of Stilwell 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.”

PUBLIC HEARING REGARDING PROPOSED BUDGET FOR FISCAL YEAR 2020-2021

Open Meeting Time: 5:00 p.m.:

Questions and Comments: NONE

Close Meeting Time: 5:06 p.m.:

REGULAR MEETING

Roll Call Time: \_5:08 p.m.: Coye Nettles – Present, Debbie Johnson – Present, Joe Adair – Present, Jim Spray – Present, Lane Kindle – Present, Jeff Jones City Attorney – Present, Larry Nettles City Clerk – Present

Guests: Tracy Sims, Willis Hothouse, Chad Smith, Tilden Martin, Breda Madden, Phil Van Dyke, Crystal Chuculate, Shawn Noel, Renee Fite.

Mayor’s Comments: City Hall is now open to the public with masks and hand sanitizer available at entrance. Covid-19 cases are still climbing. Cherokee Nation will be distributing food at Carson Park on Thursday at 5:30 p.m.

FYI

1. Current schedule has Safes Routes Grant to be available to start work around January 1, 2021.

Consent Agenda

1. Approval of minutes of Regular Meeting May 4, 2020, and Special Meetings May 18, 2020, and May 20, 2020.
2. Approval of blanket purchase orders in the sum of $59,750.00
3. Approval of payment of claims for:
   1. $399,832.52 from Fund 10 – General Fund
   2. $6,090.76 from Fund 20 – Capital Improvement Fund
   3. $34,737.45 from Fund 30 – Street and Alley
4. Approval of May, 2020, payroll in the sum of $187,833.05.

Motion to approve: Jim Second: Lane

Coye – Yes, Debbie – Yes, Joe (not voting on minutes from May 4) – Yes,

Jim – Yes, Lane - Yes

Motion Carried

Departmental Reports

Police – 70 tickets written

Fire – new rescue truck is here and available for council view. Fire action is normal.

Streets/Sanitation – will start on Chestnut street within next few weeks, lots of mowing and have been doing work around new Fletcher Park.

Parks – mowing and some vandalism in bathrooms left open for joggers and walkers so now are closed.

Code Enforcement – 21 open cases, 21 pending cases, 1 scheduled admin hearing, and 5 cases waiting for the contractor to tear down buildings.

Regular Agenda

1. Discussion with possible decision to adopt budget for FY 2020-2021.

Motion to approve: Debbie Second: Coye

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to adopt Resolution 2020-2021.

Motion to approve: Lane Second: Jim

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve special event permit for the Stilwell Chamber of Commerce to host the 2nd Annual July 4th Downtown Picnic– waiving vendor permit fee – on Saturday July 4, 2020, from 5 p.m. to close. and closing between 1st and 2nd streets on Division Street for the event.

Motion to approve permit – waiving fee – and to allow vendors from 8 a.m. until close on West Division between 2nd and 3rd on West Division on July 4, 2020, and closing from Olive to Oak Streets from 1st Street to 3rd Street from 5 p.m. until close: Lane Second: Joe

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve Sales Tax Pledge Agreement with the Stilwell Improvement Authority for FY 2020-2021 – Police Department Loan and Fire Truck Loan.

Motion to approve: Jim Second: Coye

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

# Discussion with possible decision to approve annual property insurance payment of $23,114 to OMAG for FY 2020-2021.

Motion to approve: Joe Second: Jim

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve renewal of ambulance service agreement with Pafford Emergency Medical Services of Oklahoma for FY 2020-2021, for inside city limits only, with an annual payment by the city of $46,191.60 to be paid as $3,849.30 monthly beginning July, 2020.

Motion to approve: Debbie Second: Joe

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve Ordinance 402-B: An Amendment to Ordinance 402: Providing Specific Rules and Regulations Concerning the Discharge or Sale of Fireworks of Any Type Within the City of Stilwell and Repealing Ordinance 402-A.

Motion to approve with change of dates from July 4 to July 5: Debbie Second: Coye

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. 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 “Ordinance 402-B” adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Jim Second: Debbie

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve the following addition to the City of Stilwell Policy Manual:

Article Seven (B) (7)

*“Any increases in salary shall be granted at the beginning of each Fiscal Year with the only exception being change of duties or assignment by the Council.”*

Motion to approve: Lane Second: Debbie

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve pay application from Ground Zero Construction, Inc. in the amount of $84,169.50 minus retainage of 10% equaling a payment of $75,752.55 for work on Wingfield Crossing Access Road.

Motion to approve: Coye Second: Jim

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve the lease agreement with the SAC Nutrition Program.

Motion to approve: Jim Second: Lane

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

# Discussion with possible choice to approve Ordinance 385-2020: An Ordinance Establishing the Schedule of Permits and Fees of the City of Stilwell to Establish the Values Herein, Effective July 1, 2020 and Repealing Ordinances 385, 385-2017, 385-2018, and 385-2019.

Motion to approve: Debbie Second: Joe

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - 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 “Ordinance 385-2020” adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Lane Second: Jim

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to write-off all ‘Accounts Receivable’ Police Fines prior to January 1, 2015, or a different date as determined by the council.

NO ACTION

1. Discussion with possible decision to approve the following additions to the FY 2019-2020 Budget:

Administration – 10-01 $30,000

Cemetery – 10-03 1,000

City Clerk – 10-04 5,000

Community Building – 10-08 1,000

Sanitation – 10-11 4,000

Parks & Recreation – 10-16 10,000

TOTAL $51,000

Motion to approve: Debbie Second: Coye

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to renew Memorandum of Understanding with the Stilwell Area Development Authority for lease of equipment building and equipment for maintenance of the Edna M. Carson-Stilwell Community Park for FY 2020-2021.

Motion to approve: Jim Second: Debbie

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to approve Cruise Night with possible burnouts from 5 p.m. until 10 p.m. on Saturday, June 13, 2020, (or another date or dates as determined by City council) with such actions (closing streets, etc.) as are deemed appropriate by the Police Department.

Motion to approve for June 13, 2020: Debbie Second: Jim

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - NO

Motion Carried (4-1)

Possible Executive Session for discussion of Items 18, 19, 20, 21, & 22 as per Title 25 O.S. 307(B)(1)(2)(3)(4).

Motion to ENTER EXECUTIVE SESSION at 6:31 p.m.: Lane

Second: Coye

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

MOTION CARRIED

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

Motion to RETURN FROM EXECUTIVE SESSION at 7:21 p.m.: Joe

Second: Lane

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

MOTION CARRIED

Public Statement of Executive Session Minutes by City Clerk.

*Items 18, 19, 20, 21 & 22* *were discussed in Executive Session. No other items were discussed and no action was taken.*

1. Discussion with possible decision on authorization to bid on up to three properties at county tax sale on Monday, June 8, 2020.

Motion to approve minimum bids: Jim Second: Lane

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to move Jaxon Thomlinson from part-time to full-time despatcher effective June 1, 2020.

Motion to approve: Joe Second: Jim

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to advertise for a part-time dispatcher.

Motion to approve: Jim Second: Debbie

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane - Yes

Motion Carried

1. Discussion with possible decision to transfer safety officer duties with related compensation to Jennifer Brown effective July 1, 2020.

NO ACTION

1. Discussion with City Attorney concerning possible claims and/or arbitration.

DISCUSSION ONLY

Public Comments (5-minute limit – Please sign in prior to start of meeting)

New Business: 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.)

Adjournment

Motion to ADJOURN: Debbie Second: Coye

Coye – Yes, Debbie – Yes, Joe – Yes, Jim – Yes, Lane – Yes

MEETING ADJOURNED at 7:36 p.m.

ATTEST:

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Jean Ann Wright, Mayor Larry A, Nettles, City Clerk-Treasurer

\*(Any tabled business, presentations or committee reports previously requested or required)

Posted: Friday, May 29, 2020 at 2:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com