CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday April 4, 2022

Stilwell Community Building – 6th & Poplar

5:30 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.”

Call to Order, Flag Salute, Invocation, Roll Call: Time: \_5:35 p.m.: Coye Nettles – Present, Debbie Johnson – Present, Jim Spray – Present, Lane Kindle – Present, Mayor Jean Ann Wright – Present, Jeff Jones City Attorney – Present, Larry Nettles City Clerk – Present

Guests: Chad Smith, Matt Cochran, Shawn Noel, William O’Neal, Dale Dandridge, Shelldon Miggletto, Willis Hothouse, David Bruner, Josie Harris, Matt Willson, Renee Fite, Jamie Garay, Ron Caddick.

Mayor’s Comments: There are zero cases of COVID in the city as of today. Today is Matt Cochran’s first day on the job as Sports Facilities Director.

Public Comments – Comments will be accepted at this time from the general public.

* individuals must sign in with both name and address before discussion on agenda items begins on the sign-in sheet provided for that purpose
* Moderator will call upon each speaker in order of signing until the 15-minute time limit is expired; however, preference will be given to Stilwell residents
* Each speaker will be limited to 3 minutes of speaking time
* The cumulative total of all comments from the public shall not exceed 15 minutes.
* In compliance with the Oklahoma Open Meeting Act, no action or discussion is permitted by the City Council on any issue or topic raised by a speaker during this public comment period unless on the currently published agenda.
* Comments related to a specific agenda item may be allowed at the time the agenda item is addressed.

FYI

1. Work on Chestnut Street has begun.
2. Thank you letter from Adair County Election Board for use of Community Building – Council Room for April 5th election.

Consent Agenda

1. Approval of minutes of Regular Meeting March 7, 2022, and Special Meeting March 21, 2022.
2. Approval of blanket purchase orders in the sum of $64,730.00 (added Dept. 17 – clean uniforms – $250)
3. Approval of payment of claims for:
   1. $366,312.28 from Fund 10 – General Fund (includes pass-through of $159,299.96 to Stilwell Area Development Authority with balance = $207,012.32)
   2. $19,058.18 from Fund 20 – Capital Improvement Fund
   3. $3,859.29 from Fund 30 – Street and Alley
4. Approval of March 2022 payroll in the sum of $186,185.64.

Motion to approve: Coye Second: Debbie

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

Motion Carried

Departmental Reports

* Police – 90 reports, 4 accidents, $11,221 in fines paid, 9727 miles driven, 561 calls for an average of 18.1 per day, 61 arrests, 3 agency assists.
* Fire – in book
* Streets – in book
* Sanitation – in book
* Sports Facilities – no report
* Recreation Facilities – Code Enforcement – Animal Control – in book

Old Business

1. Discussion with possible decision to approve Cruise Nights on June 4th and September 10th, 2022, with no burnouts, to be overseen by George Wiltshire, with such actions (closing streets, etc.) as are deemed appropriate by the Police Department.

Motion to TABLE: Lane Second: Debbie

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

Motion TABLED

Regular Agenda

1. Discussion with possible decision on various courses of action concerning homelessness in Stilwell with address to council by Josie Harris.

Motion to have mayor appoint a committee to study the homeless problem in Stilwell and report back to the council at the May regular meeting: Lane Second: Debbie

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

Motion Carried

1. Discussion with possible decision to commit an additional $300,000 matching funds to the originally approved amount of $300,000 for CDBG-2022 CDBG-Community Revitalization grant application for a total of not more than $600,000 from General Fund, Capital Improvement Fund, and/or Street and Alley Fund.

Motion to approve: Lane Second: Coye

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

Motion Carried

1. Discussion with possible decision to approve paying 50% of the Kiwanis expense for July 4th fireworks display to be paid in June, 2022, not to exceed $4,000 requiring a budget increase to the appropriate account of no more than $250.

Motion to approve: Lane Second: Jim

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

Motion Carried

1. Discussion and possible decision to surplus the mobile home at Adair park subject to clear title from the state.

Motion to approve: Debbie Second: Lane

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

Motion Carried

1. Discussion and possible decision to purchase of 2022 Ford Interceptor Utility AWD from Superior Auto Group in Siloam Springs, Arkansas, for $37,825.00 requiring a budget adjustment of equal amount to Capital Improvement Account 20-09-645300

Motion to approve: Lane Second: Jim

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

Motion Carried

1. Discussion with possible decision to approve purchase and installation of up-fit vehicle equipment and decals for new police car to be paid from Capital Improvement – Police Equipment 20-09-645300 in an amount not more than $4,000.00 requiring a $4,000 budget adjustment/transfer to the above named account.

Motion to approve: Lane Second: Jim

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

Motion Carried

1. Discussion with possible decision on voting for two trustees for the Oklahoma Municipal Assurance Group.

Motion to cast votes for Lindsey Grigg-Moak and Vickie Patterson: Coye

Second: Lane

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

Motion Carried

1. Discussion with possible decision to approve street closings for the 75th Annual Strawberry Festival of:
   1. Division Street from the bypass to 4th Street,
   2. 1st, 2nd, and 3rd Streets from Olive Street to Oak Street, and
   3. Olive Street from 2nd to 3rd Street

from 5:00 p.m. Friday, May 13, until 5:00 p.m. Saturday, May 14, 2021.

Motion to approve: Lane Second: Debbie

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

Motion Carried

1. Discussion with possible decision to approve survey costs of no more than $10,000 for new City map with plats of non-city areas on map and costs of cemetery plot survey and marking from Atlas Surveying to be paid from General Fund – City Clerk – Contractual Expenses Account #10-04-660000 requiring a budget adjustment of equal amount to the above named account.

Motion to approve costs for new city map with plats of non-city areas on map not to exceed $10,000: Debbie Second: Coye

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

Motion Carried

1. Discussion with possible decision to amend the Stilwell Personnel Policy Handbook as follows (addition is in italics):

ARTICLE FIFTEEN

DISCIPLINE, GRIEVANCES, APPEALS

1. DEFICIENCIES:
2. *Automatic termination will occur for any employee who disconnects, removes or tampers with in any way the GPS tracking system installed on any city vehicle.*

Motion to approve with the addition of “without express permission”: Lane Second: Debbie

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

Motion Carried

1. Discussion with possible decision to purchase two Pro Pitch Pitching Mounds for Carson Park from PitchingMachineSale.com for $7,698.00 from General Fund – Sports Facilities – Park Equipment Account #10-16-645300 requiring a budget adjustment of equal amount to the above named account.

Motion to approve: Lane Second: Jim

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

Motion Carried

1. Discussion with possible decision to accept retirement letter from Officer Paul Caton to be effective April 15, 2022.

Motion to approve: Debbie Second: Jim

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

Motion Carried

1. Discussion with possible decision to advertise for Police Officer as per Policy Handbook.

Motion to approve: Jim Second: Coye

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

Motion Carried

Possible Executive Session for discussion of Items 14, 15, & 16 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION at 6:45 p.m.: Debbie

Second: Coye

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

Motion Carried

Possible Return from Executive Session as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to RETURN FROM EXECUTIVE SESSION at 7:46 p.m.: Debbie

Second: Lane

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

Motion Carried

Public Statement of Executive Session Minutes by City Clerk as per Title 25 O.S. 312(A).

*Items 14, 15, & 16 were discussed in Executive Session. No other items were discussed and no action was taken.*

1. Discussion only regarding salaries for Fiscal Year 2022-2023.

DISCUSSION ONLY

1. Discussion only regarding FOP negotiations.

DISCUSSION ONLY

1. Discussion with City Attorney and possible action concerning any claims and/or arbitrations.

DISCUSSION ONLY

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.)

Request to place a new mobile home at 103 Elm Street by Ron Caddick.

Motion to approve: Jim Second: Debbie

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

Motion Carried

Request to move a 1997 mobile home, currently in a city trailer park, to a new lot where the owner, Jamie Garay, intends to upgrade it to code.

Motion to TABLE: Lane Second: Debbie

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

Motion TABLED

Request to approve immediate purchase of four sets of bleachers for Carson Park at a cost of no more than $25,000 from Capital Improvement Account 20-16-645300 requiring a budget adjustment of equal amount to the above named account.

Motion to approve: Lane Second: Coye

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

Motion Carried

Adjournment

Motion to adjourn: Jim Second: Debbie

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

Meeting adjourned at 7:49 p.m.

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Posted: Friday, April 1, 2022, at 3:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com