CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday May 2, 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: 5:34 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: Tracy Sims, Matt Cochran, Shelldon Miggletto, Chad Smith, Shawn Noel, John Bankel, Rachele Horney, Dale, Dandridge, William Carson, David Bruner, Amber Martin, Renee Fite

Mayor’s Comments: Good things are happening. Remember the victims of the wreck at Watts last week – appreciation to our first responders who helped with that situation.

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. 2021 REAP Reimbursement of $33,100 has been received.
2. A working session on proposed budget for the City of Stilwell for the FY 2022-2023 for Monday May 16, 2022, at 5:30 p.m. should the council deem it necessary.
3. Report from the Committee on Homelessness is not ready and will be presented at the June Regular Meeting.
4. Safe Routes to School Project will officially begin on May 16, 2022.
5. Official Signing Ceremony for the new Historical and Genealogical Building on Blackjack was last Friday at the Depot with Chief Hoskins.
6. The low bidder for the new City Hall has informed us that the price increase (expected) is 4.5 % which is well within all guidelines as well as within the built in funding leeway.

Consent Agenda

1. Approval of minutes of Regular Meeting April 4, and Special Meeting April 22, 2022.
2. Approval of blanket purchase orders in the sum of $64,730.00
3. Approval of payment of claims for:
   1. $197,915.19 from Fund 10 – General Fund
   2. $50,312.98 from Fund 20 – Capital Improvement Fund
   3. $9,418.91 from Fund 30 – Street and Alley
4. Approval of April 2022 payroll in the sum of $220,127.34.

Motion to approve: Jim Second: Debbie

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

Motion Carried

Departmental Reports

* Community Center/Cemetery – in book
* Police – 97 reports, $8861 in fines collected, 10,231 miles driven, 651 calls, 58 arrests, 5 agency assists, 2 officers now at CLEET, 102 cases filed.
* Fire – in book
* Streets – in book
* Sanitation – in book
* Sports Facilities – in book
* Code Enforcement – in book
* Recreational Facilities – in book
* 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.

NO ACTION

1. Discussion with possible decision to approve 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.

NO ACTION

Regular Agenda

1. Discussion and possible decision to reimburse Chamber of Commerce for the Prince and Princess Pageant.

Motion to approve reimbursement of $1,240.48 as per itemized invoice: Jim Second: Lane

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

Motion Carried

1. Discussion with possible decision to approve special event permits, waivers-of-fees, and partial funding for the Chamber of Commerce for five events designed to provide both economic advantage and positive community impact to the City of Stilwell during FY 2022-2023, with such possible approval requiring the inclusion of line item General Fund - Administration - Chamber of Commerce Account #10-01-620900 in the FY 2022-2023 Budget for $8,750 to be allocated as described hereafter with partial reimbursement to the Chamber, upon presentation of an itemized list of expenses, of no more than 50% of cost not to exceed $1,750 per event.
   1. July 4th Downtown Picnic
   2. Stilwell High School Homecoming Chili Luncheon
   3. Annual Trunk-o-Ween Event
   4. Christmas Parade (date to be determined after school starts)
   5. Strawberry Festival Prince and Princess Pageant to be held in March, 2023

Motion to approve: Jim Second: Coye

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

Motion Carried

1. Discussion with possible decision concerning the City Health Care Plan for July 1, 2022, through June 30, 2023.

Motion to approve: Jim Second: Debbie

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

Motion Carried

1. Discussion with possible decision to change bank account Federal Grant Two – ARPA from non-interest bearing to interest bearing due to change in Federal ARPA Grant guidelines with no change in required signatures.

Motion to approve: Jim Second: Coye

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

Motion Carried

1. Discussion with possible decision to approve hire of Crawford & Associates for the compilation of annual financial statements for FY 2021-2022.

Motion to approve: Debbie Second: Jim

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

Motion Carried

1. Discussion with possible decision to accept the park building and equipment which was declared surplus and transferred to the city from the Stilwell Utility Department at their Regular Meeting on March 8, 2022.

Motion to approve: Lane Second: Coye

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

Motion Carried

1. Discussion with possible decision to approve replacement of a Sand Pro 5040 at Carson Park at a cost of $25,632.09 from Professional Turf Products from Capital Improvement – Sports Facilities – Park Equipment Account #20-16-645300 requiring a budget adjustment of equal amount to the above named account.

Motion to approve: Debbie Second: Coye

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

Motion Carried

1. Discussion with possible decision to approve purchase of two (2) semi loads of Pro level chandler mix (approximately 48 tons) for Carson Park baseball and softball fields at a cost of $7,020 delivered to be paid from General Fund – Sport Facilities – Maintenance Buildings/Grounds Account 10-16-640100 requiring a budget adjustment of equal amount to the above named account.

Motion to approve with Park Director to have complete authority on placement and usage: Jim Second: Lane

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

Motion Carried

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

Discussion concerning Agenda Item 9 was held in Executive Session

Motion to approve: Lane Second: Jim

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

Motion Carried

1. Discussion with possible decision to contract with Rhea Terrapin as Youth Liaison with Municipal Court at 5 hours per week at $15.00 per hour effective May 2, 2022, to be paid from General Fund – Municipal Court- Contractual Services Account #10-19-660000 requiring a budget adjustment of $750 to the above named account.

Motion to approve: Jim Second: Debbie

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

Motion Carried

1. Discussion with possible decision to purchase a new sign for the Library from Oklahoma Sign Company in Tahlequah for $24,865.37 of which $9,500 will be paid by the Friends of the Library, $7,500 from current funds in the Library Fund – Library – Improvements Account #14-07-645301, and the balance of $7,865.37 from Capital Improvements – Library – Improvements Account #20-07-645301 requiring a budget adjustment of the stated amount to each of the above named accounts.

Motion to approve: Debbie Second: Coye

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

Motion Carried

1. Discussion with possible decision to purchase of a set of 4 goals and nets for the Soccer Fields at Carson Park for $3,743.00 from General Fund – Sports Facilities – Materials & Supplies Account #10-16-600100 not requiring a budget adjustment.

Motion to approve as stated on quote: Lane Second: Jim

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

Motion Carried

1. Discussion with possible decision to advertise for a full-time Street Department worker at $10.50 per hour with all benefits.

Motion to approve advertise for a full-time Sanitation/Street Department worker: Jim Second: Lane

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

Motion Carried

1. Discussion with possible decision to advertise for 2 full time Seasonal workers for Safe Routes to School at $10.50 per hour with health and sick leave benefits only.

Motion to approve: Jim Second: Lane

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

Motion Carried

Possible Executive Session for discussion of Items 15 thru 23 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION to discuss items 9 and 15 thru 23 at 6:45 p.m.: Jim

Second: Lane

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 8:09 p.m.: Coye

Second:

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 9 and 15 thru 23 were discussed in Executive Session. No other items were discussed and no action was taken.*

1. Discussion on proposed budget for the City of Stilwell for the Fiscal Year 2022-2023.

DISCUSSION ONLY

1. Discussion with possible decision to schedule a Public Hearing on the Proposed Budget for FY 2022-2023 to be held at 5:00 p.m., Monday, June 6, 2022, followed by the June Regular Meeting.

Motion to approve: Jim Second: Debbie

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

Motion Carried

1. Discussion with possible decision to approve hire of Tommy Smith as Temporary Full-Time Street Department worker/assistant on the Safe Routes to School Project at $13.50 per hour plus health benefits and sick leave effective May 16, 2022.

Motion to approve: Coye Second: Jim

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

Motion Carried

1. Discussion with possible decision to confirm mayoral hire of Tye B. Johnson as Full-Time Street/Sanitation Department worker at $10.50 per hour plus all benefits effective April 7, 2022.

Motion to approve: Debbie Second: Jim

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

Motion Carried

1. Discussion with possible decision to confirm mayoral of Braden Petree as Full-Time Sanitation Department worker at $10.50 per hour plus all benefits effective April 13, 2022.

Motion to approve: Lane Second: Coye

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

Motion Carried

1. Discussion with possible decision to confirm mayoral hire of Kyle Kelley as Full-Time Sports Facilities worker at $10.50 per hour plus all benefits effective April 13, 2022.

Motion to approve: Jim Second: Debbie

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

Motion Carried

1. Discussion only on Ward Three Council position.

DISCUSSION ONLY

1. Discussion only on employee evaluations.

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.)

Approval to advertise for a part-time police dispatcher as per policy.

Motion to approve: Lane Second: Coye

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

Motion Carried

Approve for Mayor, City Clerk, and Council President to establish a financial plan for the Ball Tournament at Carson Park on May 13 and 14, 2022.

Motion to approve: Debbie Second: Coye

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

Motion Carried

Adjournment

Motion to adjourn: Jim Second: Lane

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

Meeting adjourned at 8:23 p.m.

ATTEST:

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

Posted: Friday, April 29, 2022, at 3:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com