**CITY OF STILWELL**

**CITY COUNCIL MINUTES**

Special Meeting – Monday May 16, 2022

Stilwell Community Building – 6th & Poplar – 5:30 p.m..

Purpose of meeting is to discuss and take possible action on the attached agenda items.

**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: \_5:30 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:** Shawn Noel, Ray Sallee, John Bankel, Eddie Rich, Larry Wood, Shelldon Miggletto, David Bruner, Wayne Bailey, Bill Mathews, Cody Mathews.

**Public Comments** **–** Comments pertaining to the listed agenda items will be accepted at this time from the general public.

NONE

**Agenda:**

1. Consider And Take Action With Respect To Approving Resolution No. 05-16-2022 Of The City Of Stilwell, Oklahoma (The “City”) Authorizing The Stilwell Improvement Authority (The “Authority”) To Incur An Indebtedness By Securing A Loan In The Amount Of $2,500,000 From The United States Of America, Acting Through Rural Housing Service, Formerly Known As Farmers Home Administration (“The Government”), Said Loan Pertaining To The Construction, Acquisition, And Equipping Of A City Hall; Approving And Authorizing The Execution Of A Sales Tax Agreement Between The City And The Authority Pertaining To A Year To Year Pledge Of Certain Sales Tax Revenue; Approving And Authorizing The Execution Of A Lease Agreement Pertaining To The Leasing And Operation Of The City Hall, If Deemed Necessary By Bond Counsel; And Containing Other Provisions Relating Thereto.

**Motion to approve**: Lane **Second:** Coye

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

**Motion Carried**

**Adjourn for SIA Meeting**

**Motion to adjourn**: Lane **Second**: Coye

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

**Meeting adjourned at 5:35 p.m.**

**Reconvene**

**Motion to reconvene Council Meeting**: Jim **Second:** Debbie

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

**Motion Reconvened at 5:38 p.m.**

1. Discussion with possible decision concerning Stilwell Public Schools request for permission to build a 24’ x 54’ permanent metal building for visiting team dressing in the NW corner of the football field inside the fence.

**Motion to approve**: Jim **Second:** Lane

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

**Motion Carried**

1. Discussion with possible decision to approve bid of $20,000 by Rick Williams for installation of a 20-foot-wide concrete area both in front and at the rear of Fire Station #2 from Capital Improvement Fund – Fire Department – Improvements Account #20-06-645301 requiring a budget adjustment of equal amount to the above named account.

**Motion to approve**: Coye **Second:** Jim

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

**Motion Carried**

# Discussion with possible decision to approve Ordinance 421: An Ordinance to Annul, Vacate, Discontinue and Close That Portion of Cedar Street Between South Second Street and South Third Street in the City of Stilwell.

**Motion to approve**: Jim **Second:** Debbie

Coye – Yes, Debbie – 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 421” adopted above shall become effective immediately upon passage and approval, all as required by Law.

**Motion to approve**: Jim **Second:** Coye

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

**Motion Carried**

1. Discussion with possible decision to approve Cruise Nights with dates, guidelines and details to be provided at meeting by Eddie Rich.

**Motion to approve cruise nights for June 4th and September 10th, 2022**: Debbie **Second:** Jim

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

**Motion Carried**

1. Discussion with possible decision to accept the bid from Jamie Garay for $6,500.00 for the Mobile home at Adair Park.

**Motion to approve**: Lane **Second:** Debbie

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

**Motion Carried**

1. Discussion with possible decision to approve a request by Jamie Garay to move the mobile home at Adair Park to his property located at 406 S 4th Street.

**Motion to approve**: Jim **Second:** Lane

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

**Motion Carried**

1. Discussion with possible decision to approve a request by Maxey Signs to place a sign on the Firework building located at 805 S 2nd St.

**Motion to approve**: Coye **Second:** Jim

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

**Motion Carried**

1. Discussion with possible decision to approve City of Stilwell Employee Training and Reimbursement Agreement.

**Motion to TABLE**: Lane **Second:** Jim

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

**Motion TABLED**

1. Discussion with possible decision to approve an addition to the Personnel Policy Handbook as follows:

ARTICLE FIVE – PROCEDURE FOR EMPLOYMENT

E. PROCEDURE:

8. Should the Council extend a job offer, it will be subject to successful completion of an alcohol/drug screen, *agreement to abide by all City Personnel Policies,* and at the wage/salary established by the Council.

and

*ARTICLE TWENTY-TWO –TRAINING & REIMBURSEMENT*

1. *Eligibility: (detail)*
2. *The employee is responsible for advising City Hall of all completed training activities: (detail)*
3. *Training Reimbursement Criteria: (detail)*
4. *Reimbursement to the City: (detail)*
5. *Training, Conference, and Seminar Criteria: (detail)*

and

*CSPP – EMPLOYEE COPY & CSPP – ATTACHMENT EIGHT*

*EMPLOYEE TRAINING AND REIMBURSEMENT AGREEMENT*

**Motion to TABLE**: Coye **Second:** Debbie

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

**Motion Carried**

**Possible Executive Session for discussion of Items 12 thru 17 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).**

**Motion to ENTER EXECUTIVE SESSION at 6:22 p.m.**: Jim

**Second**: Debbie

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 7:55 p.m.**: Jim

**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 12 thru 17 were discussed in Executive Session. No other items were discussed and no action was taken.*

1. Discussion with possible decision concerning ambulance service with possible presentation by Larry Woods and/or Ray Sallee.

**Motion to TABLE**: Lane **Second:** Coye

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

**Motion TABLED**

1. Discussion with possible decision to confirm mayoral hire of Kevin Pritchett as Full-Time Sanitation Department worker at $10.50 per hour plus all benefits effective May 16, 2022.

**Motion to approve**: Jim **Second:** Debbie

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

**Motion Carried**

1. Discussion with possible decision to confirm mayoral hire of Darrell Gaches as Seasonal Full-Time worker at $10.50 per hour plus all health benefits effective May 16, 2022.

**Motion to approve**: Jim **Second:** Lane

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

**Motion Carried**

1. A closed working session on proposed budget for the City of Stilwell for FY 2022-2023 for those portions of the budget related to protected personnel matters.

**DISCUSSION ONLY**

1. Discussion and possible decision on Ward Three Council position.

**Motion to TABLE**: Lane **Second:** Jim

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

**Motion TABLED**

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

**DISCUSSION ONLY**

**Adjournment**

**Motion to adjourn**: Lane **Second**: Debbie

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

**Meeting adjourned at 8:00 p.m.**

**ATTEST:**

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

**Notice Posted: Thursday May 12, 2022, at 3:30 p.m.**

**Stilwell Community Building, 6th & Poplar**

**Stilwell City Hall, 503 W. Division**

**www.cityofstilwell.com**