CITY OF STILWELL

CITY COUNCIL MINUTES

Special Meeting – Wednesday August 25, 2021

Stilwell Community Building – 6th & Poplar

5:30 P.M.

Purpose of Meeting is to consider the attached agenda items.

Call to Order, Flag Salute, Invocation

Roll Call: Time: \_5:31 p.m.: Coye Nettles – Present, Debbie Johnson – Present, Joe Adair – Absent, Jim Spray – Present, Lane Kindle – Present, Jeff Jones City Attorney – Present, Larry Nettles City Clerk – Present

Guests: Shelldon Miggletto, Dale Dandridge, Shawn Noel, Willis Hothouse, Chad Smith, Mary Huckabee.

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

NONE

Special Agenda

1. Discussion with possible decision to grant a waiver to Cellective Solutions for placement of Telecommunication Tower City Permit #20200241 upon completion of all other requirements and fines paid as per city ordinance.

NO ACTION

1. Discussion with possible decision to establish General Fund Department 17 – Recreation Facilities– to handle all expenses and personnel for Adair Park, D. B. Gaines Park, Fletcher Park, and C. J. Carson Lake, to be overseen by the Community Development Director and Municipal Works Director, with a total budget for remainder of the current Fiscal Year of $94,000.00 to be effective August 26, 2021.

Motion to approve: Lane Second: Coye

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

Motion Carried

1. Discussion with possible decision to change the name of General Fund Department 16 from Parks and Recreation to Sports Facilities with responsibility for the Edna M. Carson Park Complex to be effective August 26, 2021.

Motion to approve: Jim Second: Coye

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

Motion Carried

1. Discussion with possible decision to approve replacement of fascia and soffit and installation of new gutters and downspouts to City Hall at a cost of $7,440 from Capital Improvement Account 20-04-645301 requiring a budget increase of equal amount to the above named account.

Motion to approve: Debbie Second: Jim

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

Motion Carried

1. Discussion with possible decision to approve roof repair, replacement of metal trim and installation of new gutters and downspouts to the Armory at a cost of $6,170 from Capital Improvement Account 20-01-645301 requiring a budget increase of equal amount to the above named account.

Motion to approve: Coye Second: Debbie

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

Motion Carried

1. Discussion with possible decision to approve payment of $76,399.00 to Advanced WorkZone Services LLC for sealing and striping the parking lots at Carson Park from Capital Improvement Account 20-16-645301 not requiring a budget adjustment.

Motion to approve: Lane Second: Debbie

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

Motion Carried

1. Discussion with possible decision to approve payment of $4,000 to Stilwell Kiwanis as partial reimbursement for the July 4th fireworks display from General Fund Account 10-01-620500 requiring a budget increase of $250 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 employ Donna Johnson to provide training for payroll clerk at $35 per hour retro-actively to August 2, 2021, requiring a budget adjustment of $3,000 to General Fund Account 10-04-501000.

Motion to approve: Debbie Second: Jim 2004

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

Motion Carried

1. Discussion with possible action to approve use of city owned property at the SW corner of S. Third & Cedar Streets more fully described as:

*Lot 1, Block 13 of the Ross McAlister Williams Addition*

for proposed drainage improvements related to the ditch realignment in Block 11 of the Ross McAlister Williams Addition.

Motion to approve: Lane Second: Jim

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

Motion Carried

Possible Executive Session for discussion of Items 10, 11, 12, 13, 14, 15 & 16 as per Title 25 O.S. 307(B)(1)(2)(3)(4).

Motion to ENTER EXECUTIVE SESSION at 5:59 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).

Motion to RETURN FROM EXECUTIVE SESSION at 6:49 p.m.: Jim

Second: Debbie

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

Motion Carried

Public Statement of Executive Session Minutes by City Clerk.

*Items 10 through 16* were *discussed in Executive Session. No other items were discussed and no action was taken.*

1. Discussion with possible decision to confirm Tyler Rinehart as Community Development Specialist in the Code Enforcement Department from Internal Job Posting as per Personnel Policy at $12.00 per hour effective August 9, 2021.

Motion to approve: Lane Second: Coye

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

Motion Carried

1. Discussion with possible decision to confirm David Cothren as Adair Park Attendant in the Recreation Facilities Department from Internal Job Posting as per Personnel Policy effective August 16, 2021.

Motion to approve: Jim Second: Coye

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.

Motion to approve: Jim Second: Debbie

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

Motion Carried

1. Discussion with possible decision to advertise for a full-time Adair Park Attendant at $10.50 per hour.

Motion to approve: Debbie Second: Jim

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

Motion Carried

1. Discussion with possible decision to provide the Park Director a COLA of 3.5% requiring a budget adjustment of $1,910 to General Fund Account 10-16-501000.

Motion to approve retroactive to July 1, 2021: Lane Second: Jim

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

Motion Carried

1. Discussion with possible decision to provide the Police Chief a COLA of 3.5% requiring a budget adjustment of $3,184 to General Fund Account 10-09-501000.

Motion to approve retroactive to July 1, 2021: Lane Second: Debbie

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

Motion Carried

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

DISCUSSION ONLY

Adjournment

Motion to adjourn: Jim Second: Debbie

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

Meeting adjourned at 6:55 p.m.

ATTEST:

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

Posted:

Public Notice & Agenda: Monday, August 23, 2021 at 4:00 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com