CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday December 6, 2021

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: \_5:30 p.m.: Coye Nettles – Present, Debbie Johnson – Present, Jim Spray – Present, Lane Kindle – Present, Jeff Jones City Attorney – Present, Larry Nettles City Clerk – Present

Guests: Shawn Noel, William O’Neal, Dale Dandridge, Chad Smith, Willis Hothouse, Jennifer Walter, Jeff Walters, David Bruner, Shelldon Miggletto, Chad Catron, Angie Catron, John Bankel.

Mayor’s Comments: Christmas is almost here and the town is looking very good. It has been a fast year with many positive things throughout the city. Many of our citizens have expressed their appreciation for the work at Adair Park and also the holiday picture props at Fletcher Park. A reminder that the Annual Christmas Parade is this coming Saturday.

Public Comments Concerning Non-Agenda Items– Comments will be accepted from general public concerning topics that are not included in the meeting’s agenda.

* 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.

FYI

1. Sale of Blackjack Street property has been completed.
2. City was not approved for the JAG Grant for Police Dash Cams.
3. We have received final approval to begin the Safe Routes Project.

Consent Agenda

1. Approval of minutes of Regular Meeting November 1, 2021, and Special Meeting Monday November 8, 2021.
2. Approval of blanket purchase orders in the sum of $64,505.00
3. Approval of payment of claims for:
   1. $232,671.53 from Fund 10 – General Fund
   2. $33,750.60 from Fund 20 – Capital Improvement Fund
4. Approval of November 2021 payroll in the sum of $197,546.75.

Motion to approve: Lane Second: Debbie

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

Motion Carried

Public Departmental Reports

Police – in book, Fire – in book, Streets/Sanitation – in book, Sports Facilities – in book, Recreation Facilities – plumbing is done and we now have hot water, Community Development - Animal Control – in book

Public Comments concerning Agenda Items – Comments will be accepted from general public concerning the meeting’s agenda items.

* 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 with preference given to Stilwell residents.
* Each speaker will be limited to 3 minutes of speaking time
* The cumulative total of all comments from the public for each agenda item shall not exceed 15 minutes’ subject to revision by the Mayor.

Regular Agenda

1. Discussion with possible action concerning unauthorized usage of city dumpsters.

No Action

1. Discussion with possible action concerning issues relating to what is commonly known as “vagrancy.”

No Action

1. Discussion with possible action concerning proposed purchase and installation of dump truck equipment to existing truck body at the Street Department for $24,035.25 from Capital Improvement Fund Account #20-12-645300 – Street Department Equipment – requiring a budget adjustment of equal amount to the above named account.

Motion to approve: Jim Second: Lane

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

Motion Carried

1. Discussion with possible action concerning contract renewal with Compsource Mutual for workman’s compensation insurance for 2021 for an estimated premium of $132,333.00.

Motion to approve: Lane Second: Coye

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

Motion Carried

1. Discussion with possible action concerning proposed safety course to be required for all employees excluding elected or contract personnel. Those who successfully complete the course and pass an appropriate test, will earn as compensation $650.00 for full-time employees, $600.00 for volunteer fire fighters (who are not full-time employees of the city) and $250.00 for part time employees who have worked 24 hours a week for the last 90 days. Payments to be made by check with taxes and retirement withheld as appropriate on December 15, 2021, with all above details subject to amendment by the council.

Motion to approve: Debbie Second: Jim

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

Motion Carried

1. Discussion with possible decision to approve the following addition to the Personnel Policy Handbook:

ARTICLE EIGHT – (F) – (2) – (e)

“Sick leave may accrue up to 960 hours (120 days). Any overage will be paid to the employee at his/her current rate of pay on their anniversary date. *Employees may request early payment of overage one time between anniversary dates.”*

No Action

1. Discussion with possible action to approve the following increases to the 2021-2022 Annual Budget with possible amendment by the council:

City Clerk – Software 10-04-630700 $5,000

City Clerk – Training 10-04-650100 $4,000

Library – Maint. Bldg./Grounds 10-07-640100 $4,000

Community Building – Utilities 10-08-620200 $9,000

Sports Facilities – Utilities (water) 10-16-620200 $5,000

Recreation Facilities – Maintenance 10-17-640100 $5,000

Municipal Court – Health Insurance 10-19-501800 $3,000

Total Requested Budget Increase $35,000

Motion to approve and amend to change Sports Facilities to $8,000 increase and Recreation Facilities to $6,700 increase for a total of $39,700 Total Budget increase: Jim Second: Debbie

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

Motion Carried

1. Discussion with possible action concerning renewal of our current Bypass Mowing Contract, Cemetery Mowing Contract and City Buildings Mowing Contract with Fourkiller Lawn Solutions.

Motion to approve renewal at current prices of Cemetery for $23,940, Bypass for $43,880, and City Buildings for $7,000: Jim Second: Lane

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

Motion Carried

1. Discussion with possible action to amend Item #9 of Stilwell’s “AGREEMENT WITH INDEPENDENT CONTRACTOR” as follows:

“Except to the extent otherwise provided in this Agreement, the term of this Agreement ~~will be automatically extended~~ *may be renewed* for successive one-year periods on the same terms and conditions as herein stated, unless either party gives the other notice of non-extension at least ~~90~~ *eighty (80)* days before the then-current expiration date.”

Motion to approve: Jim Second: Coye

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

Motion Carried

1. Discussion with possible action concerning proposed Consolidated Schedule for calendar year 2022 with Utility Department schedule to be added at our January meeting.

Motion to approve: Jim Second: Coye

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

Motion Carried

1. Discussion with possible decision to amend previously approved purchase for Animal Control of a 2022 Ford Ranger to allow purchase from Dunn Motor Company in Stigler, Oklahoma, for $27,795.00.

Motion to approve: Lane Second: Debbie

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

Motion Carried

Possible Executive Session for discussion of Items 12 & 13 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (D).

Motion to ENTER EXECUTIVE SESSION at 6:57 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 308(D)(1)(2).

Motion to RETURN FROM EXECUTIVE SESSION at 7:29 p.m.: Debbie

Second: Lane

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

Motion Carried

Public Statement of Executive Session Minutes by City Clerk.

*Items 12 & 13* *were discussed in Executive Session. No other items were discussed and no action was taken.*

1. Discussion with possible action concerning contract and/or possible employment of a Senior Center Director / Cemetery Assistant Manager. Title 25 O.S. 307(B)(1).

Motion to advertise for Senior Center Director/Cemetery Assistant Manager as per Personnel Policy: Debbie Second: Coye

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

Motion Carried

1. Discussion with City Attorney and possible action concerning any real estate issues, claims and/or arbitrations. Title 25 O.S. 307(B)(1)(2)(3)(4) and 308(D)(1)(2).

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.)

\*\*\*\*\*\*\*\*\* Discussion with possible action to approve purchase of 2 trash receptacles, 1 bike rack, 3 long benches, and 3 table and bench combos for D. B. Gaines Park for $5,228.51 plus installation costs of approximately $1,500 be paid for from Recreational Facilities Account 10-17-615202 – T-Set Grant Expenditures – with Boys and Girls Club providing $1,942.50 for a net

cost of $4,786.01 requiring a budget adjustment of equal amount to the above named account.

(Eligible for new business because of late receipt and deadline on quoted price)

Motion to approve: Coye Second: Jim

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

Motion Carried

Adjournment

Motion to adjourn: Lane Second: Debbie

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

Meeting adjourned at 7:35 p.m.

ATTEST:

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

Posted: Friday December 3, 2021, at 3:30 p.m.

Stilwell Community Building, 6th & Poplar

Stilwell City Hall, 503 W. Division

www.cityofstilwell.com