

CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Tuesday January 3, 2023
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: _____ **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: Daphne Brooks, Brooke Crow, Tyler Rinehart, Dale Dandridge, Jacque Plumlee, Jim Plumlee, Rachel Horney, David Bruner, Renee Fite, Hiram McFarland, Alice Inis^(sp).

Mayor’s Comments: Strong word of appreciation to all of the city, county, state, and tribal first responders who were part of the unfortunately unsuccessful attempt to save the young man who drowned at Adair Park last week. Our condolences to all his family and friends.

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.

Consent Agenda

1. Approval of minutes of Regular Meeting December 5, 2022.

2. Approval of blanket purchase orders in the sum of \$64,220.00
3. Approval of payment of claims for:
 - a. \$189,085.39 from Fund 10 – General Fund
 - b. \$18,693.16 from Fund 20 – Capital Improvement Fund
 - c. \$7,420.54 from Fund 30 – Street and Alley
 - d. \$33,183.92 from Fund 60 – Federal Fund 2 (ARPA)
4. Approval of December 2022 payroll in the sum of \$245,048.40.

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

Coye – Yes but abstain from Minutes approval, Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

Departmental Reports

- | | |
|--------------------|-------------------------|
| • Police | • Municipal Works |
| • Fire | • Sports Facilities |
| • Community Center | • Community Development |

Old Business

1. Discussion and possible decision to approve a Memorandum of Understanding between FOP Lodge #106 and the City adopting an Evaluation Form to fulfill the process requirements for salary and rank in the current FOP Contract.

NO ACTION

2. Discussion and possible decision concerning end of 30-day extension granted on ruling of Code Enforcement Administrative Hearing on 08/18/2022 concerning the Daphne Brooks property at 1808 South Third Street.

Motion to TABLE UNTIL 1/23/2023: Lane **Second:** Jim

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

Motion TABLED

Regular Agenda

1. Discussion and Possible Approval of “Resolution 01-03-2023: A Resolution of the City Council of the City of Stilwell Authorizing and Providing Notice of Election for a General Election for Mayor, City Clerk-Treasurer, and for the Offices of Council Member for Ward 2, Ward 3, and Ward 5.

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

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

Motion Carried

2. Discussion with possible decision to approve appointment of Nancy Farrier to the Eastern District Library System Board of Trustees effective until June 30, 2025.

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

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

Motion Carried

3. Discussion with possible decision to approve special event permit for the Kiwanis Club of Stilwell to host the 2023 Stilwell Strawberry Festival – waiving vendor permit fee.

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

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

Motion Carried

4. Discussion with possible decision to approve expenditure for portable toilets for the Stilwell Strawberry Festival at a cost not to exceed \$1,800.00

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

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

Motion Carried

5. Discussion with possible decision to act as fiscal agent for the Kiwanis Club of Stilwell for the Oklahoma Arts Council – Small Program Grant.

Motion to approve: Debbie **Second:** Coye

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

Motion Carried

6. Discussion with possible action to approve purchase of one Oceanic RDC Swiftwater Rescue Boat for \$4,900 plus shipping from Dives Right in Scuba for use at Adair Park.

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

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

Motion Carried

7. Discussion with possible action to approve purchase of 15 75' Throw Bags from Lifeguard Systems for \$657.00 delivered for use at Adair Park.

Motion to approve: Debbie **Second:** Coye
Coye – Yes, Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

8. Discussion with possible decision to approve purchase of 12 sets of Fire Gear from MES at \$3,400 per set for a total of \$40,800 plus shipping not requiring a budget adjustment.

Motion to approve: Lane **Second:** Coye
Coye – Yes, Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

9. Discussion with possible action to approve the following increases to the 2022-2023 Annual Budget with possible amendment by the council:

- a. General Fund
 - i. Cemetery 2,000
 - ii. Civil Defense 4,500
 - iii. Library 1,000
 - iv. Police – Prisoner Cost 50,000
 - v. Police – Salary + Benefits 55,000
 - vi. Sanitation – Vehicle Upkeep 32,000
 - vii. Sports Facilities – Equip + 50,000
 - viii. Recreational Facilities 15,000
- b. Capital Improvement Fund
 - i. Fire 5,000

Sub-Total General Fund	\$205,500
Sub-Total Capital Improvement Fund	5,000
Total Requested Budget Increase	\$214,500

Motion to approve: Debbie **Second:** Coye
Coye – Yes, Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

Possible Executive Session for discussion of Items 10 - 13 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION at 7:01 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 8:14 p.m.: Lane

Second: Coye

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 10 - 13 were discussed in Executive Session. No other items were discussed and no action was taken.

10. Discussion with possible decision concerning creation of General Fund – Department 13 – Public Relations & Media.

Motion to approve: Debbie **Second:** Coye

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

Motion Carried

11. Discussion with possible decision concerning creation of a Job Description and subsequent declaration of Job Opening for a new position with the city of Director of Public Relations & Media.

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

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

Motion Carried

12. Discussion with possible decision concerning status of acting Director of Community Development.

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

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

Motion Carried

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

NO DISCUSSION

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.)

Adjournment

Motion to adjourn: Debbie **Second:** Coye

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

Meeting adjourned at 8:17 p.m.

ATTEST:

Jean Ann Wright – Mayor

Larry A, Nettles – City Clerk-Treasurer

Posted:

**Friday, December 30, 2022, at 3:30 p.m.
Stilwell Community Building, 6th & Poplar
Stilwell City Hall, 503 W. Division
www.cityofstilwell.com**