

CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday May 1, 2023

Stilwell Community Building – 6th & Poplar

5:30 P.M.

A Public Meet & Greet before the Swearing-In ceremony will be held in the Community Building from 4:30 until 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.”

SWEARING IN OF ELECTED OFFICIALS

Mayor Jean Ann Wright, City Clerk-Treasurer Larry Nettles, Ward II Councilmember Barrett Harris, Ward III Councilmember Debbie Johnson, Ward V Councilmember Lane Kindle

Oath to be administered by City Attorney Jeff Jones

PUBLIC HEARING

PROPOSED ANNEXATION OF PROPERTY TO BE KNOWN AS THE CARSON QOZ ADDITION TO THE CITY OF STILWELL

Open Meeting at 5:30 p.m.

Q & A: NONE

Close Meeting at 5:35 p.m.

Call to Order, Flag Salute, Invocation

Roll Call: Time: 5:36 p.m.: Coye Nettles – Present, Barrett Harris – 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: Chad Smith, Shelldon Miggetto, Rhea Terrapin, Shaina Kindle, Dale Dandridge, Tyler Rinehart, Tyler Terrapin, Clint Franklin, Derrick Ross, Steve Garrett, James Ross, Steven Shoup, Lisa Tidwell, Hiram McFarland, Eddie Rich, David Bruner, Neal Garrett.

Mayor's Comments: NONE

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. The City's purchase offer for property on Paul Mead Road was accepted and the transaction has been completed.
2. Tilden Martin has taken over as Fire Chief from David Bruner as of June 1.

Consent Agenda

1. Approval of minutes of Regular Meeting April 3, 2023.
2. Approval of blanket purchase orders in the sum of \$64,280.00
3. Approval of payment of claims for:
 - a. \$201,065.14 from Fund 10 – General Fund
 - b. \$82,025.76 from Fund 20 – Capital Improvement Fund
 - c. \$8,483.83 from Fund 30 – Street and Alley
 - d. \$4,200.00 from Fund 60 – Federal Grant 2 (ARPA)
 - e. \$938.90 from Fund 90 – Federal Grant 1 (Safe Routes)
4. Approval of April 2023 payroll in the sum of \$238,779.20.

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

Coye – Yes, Barrett – Abstain, Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

Departmental Reports

- Police
- Fire
- Municipal Works
- Sports Facilities
- Community Development

Old Business

1. Discussion with possible decision to approve Ordinance 428: An Ordinance Providing for The Creation of a Planning and Zoning Commission; The Appointment and Authority of Members; Establishing Zoning Regulations; Sub-Division Regulations, Permitting Use of Manufactured Homes, and Flood Hazard Prevention; Repealing Ordinance 217 And All Other Ordinances and Portions Thereof in Conflict Therewith; As Per 11 O. S. Sections 45-101, Et Seq.

NO ACTION

2. 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 428” adopted above shall become effective immediately upon passage and approval, all as required by Law.

NO ACTION

3. Discussion with possible decision to approve an Easement Agreement between The City of Stilwell, Oklahoma, and McDonald’s Corporation.

NO ACTION

4. Discussion with possible decision to approve a Temporary Construction Easement Agreement between The City of Stilwell, Oklahoma and McDonald’s Corporation.

NO ACTION

5. Discussion with possible decision to allow a variance to Ordinance 414-A to allow Jeremiah Foundation to place a permanent Conex Box in the alley behind their building on Division Street.

NO ACTION

Regular Agenda

1. Discussion with possible decision to elect a President of the Stilwell City Council.

Motion to re-elect Lane Kindle as City Council President: Debbie Second: Coye

Coye – Yes, Barrett – Yes, Debbie – Yes, Jim – No, Lane – Abstain

Motion Carried (3 – 2)

2. Discussion with possible decision to appoint/authorize bank signatories for all city funds.

Motion to authorize Jean Ann Wright, Larry Nettles and Lane Kindle as signatories for all city funds: Debbie Second: Coye

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

Motion Carried

3. Discussion with possible decision to appoint representatives to the following:

- a. Eastern Oklahoma Development District (EODD) Board of Directors.
- b. Eastern Oklahoma Development District (EODD) Board of Directors Alternate.
- c. Northeast Oklahoma Public Facilities Authority (NOPFA-Gas Authority).
- d. Northeast Oklahoma Regional Alliance (NORA/SACC-EZ).

Motion to retain Jean Ann Wright as representative to the Eastern Oklahoma Development District (EODD) Board of Directors, the Northeast Oklahoma Public Facilities Authority (NOPFA-Gas Authority), and the Northeast Oklahoma Regional Alliance (NORA/SACC-EZ) and Lane Kindle as alternate representative to the Eastern Oklahoma Development District (EODD) Board of Directors: Debbie Second: Coye

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

Motion Carried

4. Discussion with possible decision concerning the City Health Care Plan for July 1, 2023, through June 30, 2024.

- a. Presentation by Benefits Select
- b. Presentation by Premier Consulting

NO ACTION

5. Discussion with possible decision to establish June as enrollment month for the City Health Plan(s).

NO ACTION

6. Discussion with possible decision to confirm acceptance of a 2022 Ram 1500 Classic SSV 4x4 Crew Cab 5'7" Box from Superior Auto Group in Siloam Springs, Arkansas, for \$40,300.00, as a replacement for the previously approved 2023 Chevrolet Tahoe 4WD 4dr Commercial for \$49,467.00 with appropriate drop in up-fit costs.

Motion to CONFIRM: Lane Second: Debbie

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

Motion Carried

7. Discussion with possible decision on voting for three trustees for the Oklahoma Municipal Assurance Group.

Motion to vote for Tom Lyon and Pam Polk: Debbie Second: Lane

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

Motion Carried

8. Discussion with possible decision to approve Ordinance 406-B: An Ordinance Providing Changes to Animal Control Ordinances 406 and 406-A.

Motion to approve: Jim Second: Coye

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

Motion Carried

9. 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 406-B” adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Lane Second: Debbie

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

Motion Carried

10. Discussion with possible decision to approve surplus and sale of the following Street Department equipment through Purple Wave: (1) Kubota tractor; (1) 5 ft brush hog; (2) 930D Grasshopper lawnmowers; (1) 722D Grasshopper lawnmower.

Motion to approve: Lane Second: Debbie

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

Motion Carried

11. Discussion with possible decision to approve surplus and sale of the following Police Department equipment through Purple Wave: (1) 2008 Ford Expedition; (1) 2013 Ford Taurus.

Motion to approve: Lane Second: Debbie

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

Motion Carried

12. 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 2023-2024, at a maximum cost of \$8,750 to be allocated as described hereafter upon presentation of an itemized list of expenses, of no more than 50% of cost not to exceed \$1,750 per event.

- a. July 4th Downtown Picnic

- b. Stilwell High School Homecoming Chili Luncheon
- c. Annual Trunk-o-Ween Event
- d. Christmas Parade (date to be determined after school starts)
- e. Strawberry Festival Prince and Princess Pageant

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

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

Motion Carried

13. Discussion with possible decision regarding renewal of dues to Oklahoma Municipal League (OML) from General Fund – Administration – Professional Services #10-01-614000 in the amount of \$5,281.69 for FY 2023-2024, not requiring a budget adjustment.

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

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

Motion Carried

14. Discussion with possible decision to purchase five body cams for Code Enforcement-Animal Control and five body cams for the Police Department from Axon for \$7,310 from respective accounts #10-09/15-645300 (Equipment) not requiring budget adjustments.

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

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

Motion Carried

15. Discussion with possible decision to schedule a working session on proposed budget for the City of Stilwell for the FY 2023-2024 for Monday May 15, 2023, at 5:30 p.m.

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

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

Motion Carried

16. Discussion with possible decision to approve Cruise Nights on Labor Day weekend – Saturday September 2, 2023 – as well as the previously approved contest on June 3, 2023, with no general burnouts but a supervised burnout contest to be overseen by Eddie Rich, George Wiltshire, and the Stilwell Police Department with such actions (closing streets, etc.) as are deemed appropriate and necessary.

Motion to approve with the stipulation that a different burnout site be selected by the Police, Street Department, and Event Sponsors: Coye **Second:** Debbie

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

Motion Carried

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

Motion to ENTER EXECUTIVE SESSION at 6:25 p.m.: Debbie

Second: Lane

Coye – Yes, Barrett – 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 7:15 p.m.: Debbie

Second: Barrett

Coye – Yes, Barrett – 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 17-25 were discussed in Executive Session. No other items were discussed, and no action was taken.

17. Discussion and possible decision pertaining to presentation by Derrick Ross.

NO ACTION

18. Discussion with possible decision to confirm hire of Darrell Gaches as Seasonal Full-Time Street Department laborer at \$12.50 per hour with health benefits effective March 28, 2023.

Motion to CONFIRM: Lane **Second:** Barrett

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

Motion Carried

19. Discussion with possible decision to confirm hire of Daniel Cochran as Full-Time Street Department laborer at \$12.50 per hour with all benefits effective April 5, 2023.

Motion to CONFIRM: Lane **Second:** Coye

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

Motion Carried

20. Discussion with possible decision to confirm hire of Tyler Terrapin as Full-Time animal Control Officer at \$12.50 per hour with all benefits effective April 11, 2023.

Motion to CONFIRM: Lane **Second:** Debbie

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

Motion Carried

21. Discussion with possible decision to promote Ronnie Leach to Assistant Park Manager for Carson Park with a salary of \$15.00 per hour effective April 10, 2023.

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

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

Motion Carried

22. Discussion with possible decision to re-structure Safety Council to Chad Smith and Dale Dandridge with annual salary of \$1,950 effective July 1, 2023.

NO ACTION

23. Discussion only on proposed budget for the City of Stilwell for the Fiscal Year 2023-2024.

DISCUSSION ONLY

24. Discussion with possible decision to schedule a Public Hearing on the Proposed Budget for FY 2023-2024 to be held at 5:30 p.m., Monday, June 6, 2022, followed by the June Regular Meeting.

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

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

Motion Carried

25. Discussion with City Attorney and possible action concerning any claims, arbitrations, and/or other legal matters.

DISCUSSION ONLY

New Business: Consideration, discussion and possible approval regarding any matter not known about or which could not have reasonably been foreseen prior to the time of posting (Title 25, O.S. Sec. 311.)

Adjournment

Motion to adjourn: Lane **Second:** Barrett

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

Meeting adjourned at 7:44 p.m.

ATTEST:

Jean Ann Wright – Mayor

Larry A, Nettles – City Clerk-Treasurer

Posted:

**Friday, April 28, at 3:30 p.m.
Stilwell Community Building, 6th & Poplar
Stilwell City Hall, 503 W. Division
www.cityofstilwell.com**