

CITY OF STILWELL

CITY COUNCIL MINUTES

Regular Meeting – Tuesday July 5, 2022
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

Roll Call: Time: 5:33 p.m.: Coye Nettles – ABSENT, 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: Joe Bruner, Chad Smith, Dale Dandridge, Shelldon Miggetto, Renee Fite, Willis Hothouse

Mayor’s Comments: I hope all of you saw the ceremony today honoring Dwight Birdwell with the Medal of Honor for his service in Viet Nam. It’s an amazing story.

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. Results of OMAG trustee election were Lindsey Grigg-Monk of El Reno and Vickie Patterson of Broken Bow.

Consent Agenda

1. Approval of minutes of Regular Meeting June 6, 2022, and Special Meeting June 16, 2022.
2. Approval of blanket purchase orders in the sum of \$65,635.00
3. Approval of payment of claims for:
 - a. \$268,188.92 from Fund 10 – General Fund
 - b. \$130,677.15 from Fund 20 – Capital Improvement Fund
 - c. \$6,244.41 from Fund 30 – Street and Alley
 - d. \$4,593.41 from Fund 90 – Federal Grant One – Safe Routes
4. Approval of June 2022 payroll in the sum of \$320,973.94.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

Departmental Reports

- Police – 76 reports, 7 mv accidents, \$19,585.50 fines paid, 10,304 miles driven, 607 calls, 41 arrested, 6 agency assists.
- Fire – no report
- Community Center – lots of outside trash, things are going well
- Municipal Works – in book
- Sports Facilities – tournament went well, others are planned
- Community Development – in book

Old Business

1. Discussion of the need and possible approval of a Best Practices Review of Some or All City Departments by Oklahoma Municipal Management Services at a cost of no more than \$5,500.00 per department not currently requiring a budget adjustment.

DISCUSSED IN EXECUTIVE SESSION

Motion to approve review starting with the police department: Lane **Second:** Debbie

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

Regular Agenda

1. Discussion with possible decision to accept a grant award from the Oklahoma Department of Commerce CDBG program in the amount of \$300,000.00 for S. Second Street Improvement Project.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

2. Discussion with possible decision to approve Ordinance 309 G: An Ordinance Fixing Rates for Water, Sewer and Electric Effective August 1, 2022, Increasing January 1, 2023; Making Definitions; Setting Policy and Responsibility; Repealing Ordinance 309 D, Ordinance 309 E, Ordinance 309 F, And All Other Ordinances in Conflict Herewith; And Declaring an Emergency.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

3. 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 309-G” adopted above shall become effective immediately upon passage and approval, all as required by Law.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

4. Discussion with possible decision on Pest Control for City Hall, Street Department, Community Building, Police Department, Armory, Library, Fire Department, Carson Park, Adair Park and Dog Pound for FY 2022-2023 from West Termite and Pest Management for an annual cost of \$6,582.50.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

5. Discussion with possible decision to accept \$28,000 from Cherokee Nation to our Police Department, to be added to the Police Department Restricted Funds Account 10-00-301095.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

6. Discussion and possible decision to purchase of 2022 Ford Interceptor Utility AWD from Superior Auto Group in Siloam Springs, Arkansas, from Capital Improvement Fund – Police – Equipment Account 20-09-645300 for \$37,825.00 requiring a budget adjustment of \$9,825 and General Fund – Police – Grant Expense Account 10-09-615200 requiring a budget adjustment of \$28,000 to the respective above named accounts.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

7. Discussion with possible decision to approve purchase and installation of up-fit vehicle equipment and decals for our existing ordered vehicle plus an equal amount for the above listed vehicle if approved from Capital Improvement – Police – Equipment Account 20-09-645300 in an amount of \$7,124.76 each for a possible total of \$14,249.52 requiring a budget adjustment of equal amount to the above named account.

Motion to approve: Jim Second: Debbie

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

8. Discussion with possible decision to approve placement of a trailer at 416 N 4th Street by Joe Bruner.

Motion to approve: Lane Second: Debbie

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

9. Discussion with possible decision to approve a request by the Jehovah’s Witness congregation in Westville for permission to set up supervised literature kiosks in Fletcher Park, Carson Park and Adair Park.

Motion to DECLINE: Debbie Second: Lane

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

10. Discussion with possible decision to approve \$45,000 for abatement of the old Roberts Funeral Home at 121 West Olive from General Fund – Code Enforcement – Abatements Account 10-15-660401 requiring a budget adjustment of equal amount to the above named account.

Motion to approve: Lane Second: Jim

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

11. Discussion with possible decision to approve payment of \$16,730.00 to the Stilwell Improvement Authority from Capital Improvement Fund Account 20-09-800100 for FY 2022-2023 loan payments for Stilwell Police Department building loan.

Motion to approve: Jim Second: Lane

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

12. Discussion with possible decision to approve payment of \$39,885 to the Stilwell Improvement Authority from Capital Improvement Fund Account 20-06-800500 for FY 2022-2023 loan payments for Stilwell Fire Department equipment loan.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

13. Discussion with possible decision to approve striping of various sections of street within the city because of fading due to use at a projected cost of \$5,500 from Advanced Work Zone from General Fund – Street – Contractual Services Account 10-12-660000 requiring a budget adjustment of equal amount to the above named account.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

14. Discussion with possible decision to renew our annual software contract with IWORQ for Code Enforcement and Animal Control for \$5,500.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

15. Discussion with possible decision to approve of an ECO Dual Gas Freon Salvage/Recycling Machine from O’Reilly for \$10,115.98 from Capital Improvement – Street – Street Dept. Equipment Account 20-12-645300 not requiring a budget adjustment.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

16. Discussion with possible decision to approve Longevity Pay for city employees during FY 2022-2033 to be awarded on the employee’s anniversary date or the first working day thereafter according to the following schedule:

| Years of Continuous Service | Longevity Pay |
|-----------------------------|---------------|
| 1 – 4 | \$ 0 |
| 5 | \$500.00 |

*with \$100 per year increase thereafter.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

17. Discussion with possible decision regarding hiring Mike Green as auditor for FY 2022-2023 audit.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

18. Discussion with possible decision to approve Ordinance 419-A: An Ordinance Amending Ordinance 419 – Section 15.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

19. 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 419-A” adopted above shall become effective immediately upon passage and approval, all as required by Law.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

20. Discussion with possible decision to adopt the following changes to the Personnel Policy Handbook which shall now read:

ARTICLE EIGHT – ABSENCES – AUTHORIZED HOLIDAYS – (1):

c. Employees working on a holiday will be paid at one and one-half (1 ½) times their normal hourly rate for such work in addition to the above granted 8 hours’ regular time Holiday Pay.

d. Authorized Holiday Pay (hours) shall not be considered as work hours when tabulating overtime or compensatory time. However, hours actually worked on a holiday, shall be counted in such tabulation.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

21. Discussion with possible decision to approve new School Resource Officer Contract language.

Motion to approve with the inclusion requiring notification of the city by the school if an invoice is not received for over 60 days: Debbie **Second:** Jim

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

Possible Executive Session for discussion of Items 22-26 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION at 6:40 p.m.: Debbie

Second: Lane

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 8:02 p.m.: Jim

Second: Lane

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).

Old Business Item 1 and Regular Agenda Items 22-26 were discussed in Executive Session. No other items were discussed and no action was taken.

22. Discussion only concerning Collective Bargaining Agreement with FOP Lodge # 169 for FY 2022-2023.

DISCUSSION ONLY

23. Discussion with possible decision to approve hire of Joseph Burkett as Full-Time Police Officer at \$17.00 per hour plus all benefits effective July 4, 2022.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

24. Discussion with possible decision to approve hire of Jovani Virgen as Full-Time Police Officer at \$14.00 per hour plus all benefits effective June 28, 2022.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

25. Discussion with possible decision to approve contract renewal for City Attorney.

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

Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

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

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.)

NONE

Adjournment

Motion to adjourn: Lane **Second:** Jim

Debbie – Yes, Jim – Yes, Lane – Yes

Meeting adjourned at 8:07 p.m.

ATTEST:

Jean Ann Wright – Mayor

Larry A, Nettles – City Clerk-Treasurer

Posted:

**Friday, July 1, 2022, at 3:30 p.m.
Stilwell Community Building, 6th & Poplar
Stilwell City Hall, 503 W. Division
www.cityofstilwell.com**