

CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday August 1, 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, Flag Salute, Invocation

Roll Call: Time: 5:37 p.m.: Coye Nettles – Present, Debbie Johnson – ABSENT, Jim Spray – Present, Lane Kindle – Present, Mayor Jean Ann Wright – Present, Jeff Jones City Attorney – Present (arrived at 5:52 p.m.), Larry Nettles City Clerk – Present

Guests: Chad Smith, Shawn Noel, Dale Dandridge, Matt Cochran, Steven Roberts, John Weber, David Bruner, Jeffery Ramirez, Shelldon Miggetto, Renee Fite, Rachele Horney, Barbara Nitis.

Mayor’s Comments: Debbie is out because of health issues

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.

The council was addressed by;

- Jeffery Ramirez, a city resident, on the importance of building a skate park at Carson Park.

- Barbara Nitis from the Small Business Administration spoke on the various options for disaster relief in Adair County from the tornadoes and other damage in spring of this year.

FYI

1. ODOT will be providing us with a Quick Claim Deed to the property at Bypass and Poplar Street within the next month.

Consent Agenda

1. Approval of minutes of Regular Meeting July 5, 2022.
2. Approval of blanket purchase orders in the sum of \$66,235.00
3. Approval of payment of claims for:
 - a. \$162,493.69 from Fund 10 – General Fund
 - b. \$25,552.69 from Fund 20 – Capital Improvement Fund
 - c. \$4,811.50 from Fund 30 – Street and Alley
 - d. \$15,995.99 from Fund 90 – Safe Routes
4. Approval of July 2022 payroll in the sum of \$232,451.18.

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

Coye – Yes (except for minutes as was absent), Jim – Yes, Lane – Yes

Motion Carried

Departmental Reports

- Police – 83 reports, 5 vehicular accidents, 446 miles driven per day, 649 calls, 61 arrests
- Fire – in book
- Community Center – no report
- Municipal Works – in book
- Sports Facilities – trying to prepare for fall, especially soccer.
- Community Development – in book, going to asbestos removal training

Regular Agenda

1. Discussion with possible decision concerning FOP Contract for FY 2022-2023.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

2. Discussion with possible decision to approve Special Event Permit for Beyond the Trail Cultural District to hold a celebration in recognition of Indigenous Peoples Day Monday, October 10, 2022 3:00 p.m. - 8:00 p.m.; Waiving vendor permit fees; authorizing street closure Division Street west of First Street to Fourth Street.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

3. Discussion with possible decision to approve a request for a waiver to Ordinance 409 – Section 5 – Prohibitions – (A) (5) (i) from Bill O’Mahoney at Movie Town to use two search lights for advertising his fireworks stand on December 30-31,2022, from 6 p.m.-10 p.m. on those days.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

4. Discussion with possible decision to purchase dual gun racks and equipment to provide increased security inside two police vehicles from Visual Force for a total of \$9,544.00 from General Fund – Police – Police Equipment Account #10-09-640200 not requiring a budget adjustment.

Motion to approve dual gun racks for all patrol vehicles and equipment to provide increased security inside two police vehicles: Lane **Second:** Jim

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

5. Discussion with possible decision to approve pay application from NexCourt, Inc. in the amount of \$113,367.50 for work on construction of Carson Park basketball and pickle courts from Federal Grant Two(ARPA) – Sports Facilities – Construction Account #60-16-645303 requiring a budget adjustment of equal amount to the above named account.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

6. Discussion with possible decision to purchase a water wheel irrigation system for Carson Park from Irrigation Mart for \$9,801.15 from General Fund – Sports Facilities – Maintenance Buildings/Grounds Account #10-16-640100 requiring a budget adjustment of equal amount to the above named account.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

7. Discussion with possible decision to authorize a 10% payment of net proceeds from each tournament or other revenue producing activity at Carson Park to the Park Director retroactive to May 1, 2022.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

8. Discussion with possible decision to purchase a truck from Dunn Motor Company for Matt Cochran at Carson Park for \$54,294.00 from Capitol Improvement Account 20-17-645300 requiring a budget adjustment of equal amount to the above named account.

Motion to TABLE: Lane **Second:** Jim

Coye – Yes, Jim – Yes, Lane – Yes

Motion TABLED

9. Discussion with possible decision to approve Lease Agreement with MC Nutrition Service, Inc. for meals at the Senior Citizens Center in the Community Building from July 1, 2022, through June 30, 2023.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

10. Discussion with possible decision to approve purchase of uniform items – \$3,835 from Account 10-06-621000 – and hose nozzles – \$1,375 from Account 10-06-645300 – from AFD Fire and Rescue for a total of \$5,210 plus shipping not requiring a budget adjustment.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

11. Discussion with possible decision to approve purchase and installation of a Skid Unit and tank for the new Fire Department Truck from AFD Fire and Rescue for \$18,925.00 from Capital Improvement Fund – Fire – Fire Equipment Account #20-06-645300 requiring a budget adjustment of equal amount to the above named account.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

12. Discussion with possible decision to approve continuing the sidewalk replacement in front of the elementary school with construction of a new drainage ditch with metal grate from south parking area to north parking area at a projected cost of \$16,034.00 from Capital Improvement – Street Department – Improvements 20-12-645301 requiring a budget adjustment of an equal amount to the above named account.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

13. Discussion with possible decision to advertise for a full-time secretary at \$12.50 per hour with full benefits to spend 6 hours per day at the Street Department and 2 hours per day at City Hall.

NO ACTION

14. Discussion with possible decision to purchase 3 additional dock segments for Adair Park from EZ Dock for \$13,915.00 with a pipe extension for a total of no more than \$14,500 from Capitol Improvement Account 20-17-645300 not requiring a budget adjustment.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

15. Discussion and possible approval of a Town Pep Rally on Thursday, September 1, 2022, at 7:30 p.m. closing Second Street from Oak Street to Division Street at 7:00 p.m. until end of the rally.

Motion to approve: Coye **Second:** Lane

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

16. Discussion and possible approval of the Boys & Girls Clubs of Adair County Schools Annual High School Backpack Giveaway on August 4, 2022, from 5 pm to 7 pm closing Second Street from Division to the post office and Division Street from Second to Third at 4:00 pm until the end of the activity.

**Motion to approve subject to confirmation from the court of
no conflict in parking:** Lane **Second:** Jim

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

17. Discussion with possible decision to allow the use of mortar/fireworks after touchdowns or victories at Stilwell High School Home Football Games for the 2022 season to be used exclusively by members of CC Camp, a non-profit community organization.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

18. Discussion with possible decision to approve for FY 22-23 the (previously approved in FY 21-22) purchase of a new sign for the Library from Oklahoma Sign Company in Tahlequah for \$24,865.37 of which \$9,500 will be paid by the Friends of the Library and, \$7,500 from current Library funds for a total of \$17,000 from Library Fund – Library – Improvements Account #14-07-645301, and the balance of \$7,865.37 from Capital Improvements – Library – Improvements Account #20-07-645301 requiring a budget adjustment of the stated amount to each of the above named accounts.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

19. Discussion with possible decision to accept resignation of Economic Development Director Shelldon Miggetto effective Friday, August 19, 2022.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

Possible Executive Session for discussion of Items 20-22 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION at 6:46 p.m.: Lane

Second: Coye

Coye – 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 8:21 p.m.: Lane

Second: Jim

Coye – 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 20-22 were discussed in Executive Session. No other items were discussed and no action was taken.

20. Discussion with possible decision to approve salary structure for employees effective July 1, 2022, to possibly be included in the Stilwell Personnel Policy Handbook as Structured Salary Schedule for All Employees with amounts to be reviewed and updated each June.

Motion to approve with adjustment to reduce all \$90,000 listings to \$80,000: Jim

Second: Coye

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

21. Discussion with possible decision to approve salary incentives from above schedule at \$2.00 per hour for Will O’Neal – Master Welder, James Kimble – Master Concrete, Rick Ford – Animal Control Certification, and \$3.00 per hour for Tyler Rinehart – Animal Control & Code Enforcement Certifications effective as of July 1, 2022.

Motion to approve: Lane **Second:** Coye

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

22. 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.)

Discussion with possible decision to approve monthly payment of \$4211.11 to the Adair County Commissioners as 18.22 percent of monthly cost of ambulance service as per cost numbers provided to the city attorney for a total of \$46,322.21 to be paid from General

Fund – Ambulance – Ambulance Payment- County Account #10-20-660001 requiring a budget adjustment of equal amount to the above named account.

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

Coye – Yes, Jim – Yes, Lane – Yes

Motion Carried

Adjournment

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

Coye – Yes, Jim – Yes, Lane – Yes

Meeting adjourned at 8:27 p.m.

ATTEST:

Jean Ann Wright – Mayor

Larry A, Nettles – City Clerk-Treasurer

Posted:

**Friday, July 29, 2022, at 3:30 p.m.
Stilwell Community Building, 6th & Poplar
Stilwell City Hall, 503 W. Division
www.cityofstilwell.com**