

CITY OF STILWELL CITY COUNCIL MINUTES

Regular meeting – Tuesday September 6, 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.”

PUBLIC HEARING

PROPOSED ANNEXATION OF PROPERTY TO BE KNOWN AS THE 2022 ADDITION TO THE CITY OF STILWELL.

Open Meeting at 5:35 p.m.

Q & A: NONE

Close Meeting at 5:37 p.m.

Call to Order, Flag Salute, Invocation

Roll Call: Time: 5:38 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: Chad Smith, Will O’Neal, Shawn Noel, Renee Fite, Shelldon Miggetto, Shaina Kindle.

Mayor’s Comments: We are now a Purple Heart City. There will be a dedication ceremony at a later date.

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.

NONE

FYI

1. OML Conference is all next week in Oklahoma City.
2. We have received our first of two payments on the remaining amount of ARPA funds. The balance will be here within 30 days.

Consent Agenda

1. Approval of minutes of Regular Meeting August 1, 2022, and Special Meeting August 25, 2022.
2. Approval of blanket purchase orders in the sum of \$64,020.00
3. Approval of payment of claims for:
 - a. \$243,994.55 from Fund 10 – General Fund
 - b. \$46,918.00 from Fund 20 – Capital Improvement Fund
 - c. \$293.65 from Fund 30 – Street and Alley
 - d. \$113,367.50 from Fund 60 – Federal Fund 2 (ARPA)
 - e. \$12,495.04 from Fund 90 – Federal Fund 1 (Safe Routes)
4. Approval of August 2022 payroll in the sum of \$244,174.58

Motion to approve: Jim Second: Lane

Coye – Yes, Debbie – Yes (except for August 1st minutes), Jim – Yes, Lane – Yes

Motion Carried

Departmental Reports

- Police – given
- Fire – in book
- Community Center – no report
- Municipal Works – in book
- Sports Facilities – no report
- Community Development – in book

(Executive Session was held before the regular agenda as the attorney needed to leave early.)

Possible Executive Session for discussion of Items 19-22 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION at 5:47 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 6:14 p.m.: Coye

Second: Jim

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 19-22 were discussed in Executive Session. No other items were discussed and no action was taken.

Regular Agenda

1. Discussion and possible decision to publish and distribute updated Personnel Policy Handbooks (September 6, 2022) requiring new signed paperwork from all employees.

Motion to TABLE: Lane **Second:** Coye

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

Motion TABLED

2. Discussion with possible action to engage Holloway, Updike & Bellen for full engineering, plans and specifications for the S. Second Street resurfacing and drainage project at a cost not to exceed \$70,000 from Capital Improvement – Street – Construction Account #20-12-645303 not requiring a budget adjustment.

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

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

Motion Carried

3. Discussion with possible decision to adopt Ordinance 422: An Ordinance Annexing Property to The City to Be Known as The 2022 Addition to The City of Stilwell with Legal Description as Follows:

A tract of land containing .893 acres, more or less, located in the NE¹/₄ SW¹/₄ of Section 3, Township 15 North, Range 25 East, I. B. & M, described as: Beginning at the SE corner of Lot 13 of Southern Estates No. III; Thence East along the South line of the N¹/₂ SW¹/₄ 205 feet; thence N 00°01'00" E 189.78 feet; thence S 89°39'10" W 205 feet; thence S 00°01'00" W 189.78 feet to Point of Beginning; all being a part of NE¹/₄ SW¹/₄ of Section 3, Township 15 North, Range 25 East.

Motion to TABLE and affirm mayor's direction to publish: Jim Second: Debbie

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

Motion TABLED

4. 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 422" adopted above shall become effective immediately upon passage and approval, all as required by Law.

NO ACTION

5. Discussion with possible decision to adopt Ordinance 423: An Ordinance to Regulate Youth Access to Tobacco and Vapor Products Within the Boundaries of the City of Stilwell, Oklahoma

Motion to approve: Jim Second: Coye

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

Motion Carried

6. 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 423" adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Jim Second: Debbie

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

Motion Carried

7. Discussion with possible decision to approve contract with People, Inc. for use of the Southeast Corner Room at the Stilwell Community Building at \$400 per month.

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

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

Motion Carried

8. Discussion with possible decision to approve for FY 22-23 the (previously approved in FY 21-22) engagement of Carl Szafranski with Big Mountain Design for the design of a golf course north of the soccer fields at the Edna M. Carson-Stilwell Community Park & Sports Complex in an amount not to exceed \$12,000 Capital Improvement – Sports Facilities – Professional Services Account #20-16-614000 requiring a budget adjustment of equal amount to the above named account.

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

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

Motion Carried

9. Discussion with possible decision to approve for FY 22-23 the (previously approved in FY 21-22) survey costs of \$10,100 for a new City map with plats of non-city areas on map from Atlas Surveying to be paid from General Fund – City Clerk – Contractual Expenses Account #10-04-660000 requiring a budget adjustment of equal amount to the above named account.

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

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

Motion Carried

10. Discussion with possible decision to apply for a \$10,000 Justice Assistance Grant to help with purchase of 13 In-Dash Camera Systems for The Police contingent upon grant award to be followed by possible council approval.

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

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

Motion Carried

11. Discussion with possible decision to approve repair of Sanitation Truck #3 at Doggett-Springdale for \$13,492.50 from General Fund – Sanitation – Equipment Repairs #10-11-645100 requiring a budget adjustment of \$6,500 to the above named account.

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

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

Motion Carried

12. Discussion with possible decision to approve purchase two Pro Pitch Pitching Mounds for Carson Park from PitchingMachineSale.com for no more than \$7,215.00 from General Fund – Sports Facilities – Equipment Account #10-16-645300 requiring a budget adjustment of \$2,215 to the above named account.

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

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

Motion Carried

13. Discussion with possible decision to approve purchase of a John Deere 2023 Gator TX for Carson Park for \$8,693.16 from P & K Equipment, Inc. from Capital Improvement – Sports Facilities – Equipment Account #20-16-645300 requiring a budget adjustment of equal amount to the above named account.

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

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

Motion Carried

14. Discussion with possible decision to approve annual Fire Department insurance payment of \$5,125.70 from General Fund – Fire – Insurance Account #10-06-630500 to the Office of Management and Enterprise Services – Risk Management – Fire District Program requiring a budget adjustment of \$1,255.70 to the above named account.

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

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

Motion Carried

15. Discussion with possible decision to approve Thursday, December 8, 2022, at 4:00 pm as the date and time the Holiday Express Train will stop at the Depot in Stilwell.

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

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

Motion Carried

16. Discussion with possible decision on request from the Chamber of Commerce to close Division Street from 2nd Street to 4th Street for Trunk-O-Ween on Monday October 31 from 4:00 p.m. until 6:30 p.m.

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

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

Motion Carried

17. Discussion with possible decision on request from Globe Life Family Heritage Division to be allowed to offer Cancer, Heart, and Accidental Death Policies to employees on a volunteer basis.

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

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

Motion Carried

18. Discussion with possible decision to surplus kilns, ceramic molds and assorted other related materials from the Community Building for sale or disposal.

Motion to approve with the mayor given authority to determine what is to be sold and what is to be disposed: Lane **Second:** Coye

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

Motion Carried

19. Discussion only on Ward Three Council position.

DISCUSSION ONLY

20. Discussion with possible decision to employ Shelldon Miggetto to finish currently active economic development projects with the city for an amount to be negotiated and subsequently approved by both parties.

DISCUSSION ONLY

21. Discussion with possible decision to confirm hire of Tavian Owl as a full-time employee Carson Park laborer at \$12.50 per with all benefits effective August 25, 2022.

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

Coye – Yes, Debbie – 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.)

NONE

Adjournment

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

Meeting adjourned at 7:01 p.m.

ATTEST:

Jean Ann Wright – Mayor

Larry A, Nettles – City Clerk-Treasurer

Posted:

Friday, September 2, 2022, at 3:30 p.m.
Stilwell Community Building, 6th & Poplar
Stilwell City Hall, 503 W. Division
www.cityofstilwell.com