

CITY OF STILWELL

CITY COUNCIL AGENDA

SPECIAL MEETING – Tuesday January 2, 2024

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: 5:38 p.m.: Coye Nettles – ABSENT, 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 – ABSENT

Guests: Chad Smith, Dale Dandridge, Shawn Noel, Renee Fite, Grace Ferris, Steven Shoup

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. Financial Report for FY 2023.
2. Transfer of our eligible Police Officers to the Oklahoma Police Pension and Retirement System (OPPRS) has been completed.

Consent Agenda

1. Approval of minutes of Regular Meeting December 4, 2023.
2. Approval of blanket purchase orders in the sum of \$68,705.00.
3. Approval of payment of claims for:
 - a. \$182,169.17 from Fund 10 – General Fund
 - b. \$177,723.59 from Fund 20 – Capital Improvement Fund
 - c. \$2,677.24 from Fund 30 – Street and Alley
 - d. \$3,660 from Fund 60 – Federal Grant 2 (ARPA)
4. Approval of December 2023 payroll in the sum of \$236,155.88.

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

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

Motion Carried

Departmental Reports

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

Agenda:

1. Discussion with possible decision to approve, reject and/or amend a special event permit for the Kiwanis Club of Stilwell to host the 2024 Stilwell Strawberry Festival – waiving vendor permit fee.

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

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

Motion Carried

2. Discussion with possible decision to approve, reject and/or amend an expenditure for portable toilets for the Stilwell Strawberry Festival at a cost not to exceed \$1,800.00.

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

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

Motion Carried

3. Discussion with possible decision to approve, reject and/or amend a request to act as fiscal agent for the Kiwanis Club of Stilwell for the Oklahoma Arts Council – Small Program Grant.

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

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

Motion Carried

4. Discussion with possible decision to approve, reject and/or amend request to grant authority to the City Clerk-Treasurer to establish 2 automatically renewing 9-month Certificates of Deposit at Armstrong Bank of \$500,000 for General Fund at an annual rate of 5.45% with all interest to be automatically added to the principal.

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

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

Motion TABLED

5. Discussion with possible decision to approve, reject and/or amend a request to approve a \$500 per year uniform fee for City employees in Sanitation, Street, Code Enforcement, Animal Control, Recreational Facilities, and Sports Facilities who do not wish to use the current uniform company.

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

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

Motion Carried

6. Discussion with possible decision to approve, reject and/or amend a request to approve solicitation of engineering proposals from qualified civil engineers for design and specifications for street and drainage improvements for the intersection of East Maple and Cherokee Streets.

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

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

Motion Carried

7. Discussion with possible decision to approve addition of Utility Board Meeting Dates to the previously adopted Consolidated Calendar for 2024.

Motion to approve: Jim **Second:** Barrett

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

Motion Carried

8. Discussion with possible decision to approve, reject and/or amend designation of the Mayor, City Clerk and Council President as the City negotiation team for FY 2024-2025 contract negotiations with Fraternal Order of Police (FOP) Lodge 169.

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

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

Motion Carried

9. Discussion with possible decision to approve, reject and/or amend request for purchase of 12 AZOR II BALLISTIC Packages for the Police Department at \$1,005.18 each plus \$50 shipping for a total cost of \$12,112.16 from General Fund – Police Department – Uniforms Account #10-09-621000 to be partially reimbursed by the JAG, LLE Grant of \$9,999 requiring a budget adjustment of \$12,112.16 to the above-named account.

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

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

Motion Carried

10. Discussion with possible decision to approve, reject and/or amend transfer of Amanda Craig from full-time to part-time employment at her request with subsequent loss of all benefits.

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

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

Motion Carried

11. Discussion with possible decision to approve, reject and/or amend Ordinance 435: An Ordinance Revising, Updating and Confirming the Volunteer Fire Department of The City Of Stilwell, Oklahoma; Providing Rules and Regulations for Governance of Said Department; and Repealing Stilwell City Ordinances No. 360, 373, 373-A, 373-B And All Other Ordinances Or Portions Thereof In Conflict Therewith.

Motion to approve with amendment to add 1) Driver’s License Requirements, 2) Maintain a Clean Driving Record, and 3) Duty to report any violations: Lane
Second: Debbie

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

Motion Carried

12. 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 435” adopted above shall become effective immediately upon passage and approval, all as required by Law.

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

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

Motion Carried

13. Discussion with possible decision to approve, reject and/or amend a proposed upgrade to the SVFD Standard Operating Procedures.

Motion to approve: Jim **Second:** Barrett

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

Motion Carried

14. Discussion with possible decision to approve, reject and/or amend request for approval to apply for a GREENHOUSE GAS REDUCTION GRANT from DEQ.

Motion to approve: Lane **Second:** Barrett

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

Motion Carried

Possible Executive Session for discussion of Items 15-16 as per Title 25 O.S. 307(B)(1)(2)(3)(4).

Motion to ENTER EXECUTIVE SESSION at 6:14 p.m.: Lane

Second: Debbie

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 6:42 p.m.: Jim

Second: Barrett

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 15-16 were discussed in Executive Session. No other items were discussed, and no action was taken.

15. Discussion with possible decision to approve, reject ad/or amend request to advertise for a maintenance/Janitorial Position for the city.

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

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

Motion Carried

16. Discussion with City Attorney concerning any claims, arbitrations., or other legal matters.

DISCUSSION ONLY

Adjournment

Motion to adjourn: Barrett **Second:** Jim

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

Meeting adjourned at 6:46 p.m.

ATTEST:

Jean Ann Wright, Mayor

Larry Nettles, City Clerk-Treasurer

Notice Posted: Thursday, December 28, 2023, at 3:30 p.m.
Agenda Posted: Friday, December 29, 2023, at 3:30 p.m.
Stilwell City Hall, 20 South First Street
www.cityofstilwell.com