

CITY OF STILWELL

CITY COUNCIL MINUTES

REGULAR MEETING – Monday February 5, 2024

Community Building – 6th and 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, 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, Tilden Martin, Steven Shoup, Lisa Tidwell, Mari Cride, Shawn Noel, Melinda Baker, Justin Bruner, Joe Bruner.

Mayor’s Comments: City Hall will be closed Thursday, Friday, and Monday to move into the new building.

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. See attached Thank You letter from St. Brigid Catholic Church.
2. Moving day to the new City Hall is Thursday and Friday, February 8 & 9. City Hall will be closed those days.

3. The city has been awarded a \$22,000 T-Set Grant for playground equipment at Carson Park.
4. City Hall Ribbon-Cutting Ceremony is scheduled for Friday February 16 at 2:00 p.m. followed by tours until 5:00 p.m. The building will be open for tours on Saturday the 17th from 9:00 a.m. until 1:00 p.m.

Consent Agenda

1. Approval of minutes of Special Meeting January 2, 2024.
2. Approval of blanket purchase orders in the sum of \$68,705.00.
3. Approval of payment of claims for:
 - a. \$169,122.63 from Fund 10 – General Fund
 - b. \$40,883.04 from Fund 20 – Capital Improvement Fund
 - c. \$5,939.55 from Fund 30 – Street and Alley
 - d. \$8,368.00 from Fund 60 – Federal Grant 2 (ARPA)
4. Approval of January 2024 payroll in the sum of \$266,802.63.

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

Coye – Yes except for Minutes (absent), Barrett – Yes, Debbie – Yes, Jim – Yes, Lane – Yes

Motion Carried

Departmental Reports

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

Agenda:

1. Discussion with possible decision to approve or reject the financial audit for FY 2022-2023 by Michael Green, CPA.

NOT PRESENTED – NO ACTION

2. Discussion with possible decision to approve, reject and/or amend Ordinance 385-2024-B: An Ordinance Amending Ordinance 385-2023 – Article 6 – Municipal Permits and Fees to Include Document Search and Copying.

Motion to approve with amendment to require posting: Jim Second: Barrett

Coye – Yes, Barrett – Yes, 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 385-2024-B” adopted above shall become effective immediately upon passage and approval, all as required by Law.

Motion to approve: Debbie Second: Coye

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

Motion Carried

4. Discussion with possible decision to approve, reject and/or amend previously amended and approved 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, with such previous amendment by the council having now been endorsed by the Stilwell Volunteer Fire Department.

Motion to approve: Lane Second: Jim

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

Motion Carried

5. 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: Lane Second: Coye

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

Motion Carried

6. Discussion with possible decision to approve, reject and/or amend request to authorize a three-month extension with no change in interest rate of the temporary construction financing with Carson Community Bank.

Motion to approve: Debbie Second: Jim

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

Motion Carried

7. Discussion with possible decision to approve, reject and/or amend request for authority to establish two (2) General Fund automatically renewing 9-month Certificates of Deposit at Carson Community Bank of \$500,000 each at an annual rate of 5.50%.

NO ACTION

8. Discussion with possible decision to approve Resolution READ-2024: A Resolution of the City of Stilwell, Oklahoma, Notifying the Residents and Business Operators of Said City of Support and Encouragement for “NEA’s Read Across America: A National Celebration of Reading” on Friday, March 1, 2024.

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

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

Motion Carried

9. Discussion with possible decision to approve, reject and/or amend request by Cathy Unger for the “Adair County Litter-Free & Green Association” for use of Adair Park on April 6, 2024, with a back-up date of April 13 in case of inclement weather.

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, reject and/or amend request by Tilden Martin and Larry Nettles for stop signs to be placed on First Street at the intersection with Ash Street.

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

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

Motion Carried

11. Discussion with possible decision to nominate a qualified official for election to the OMAG Board of Trustees.

NO ACTION

12. Discussion with possible decision to approve, reject and/or amend request to combine the Recreational Facilities Department #17 and the Animal Control and Code Enforcement Department #15 into Department #15 – Community Development & Services for the next Fiscal Year beginning on July 1, 2024.

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

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

Motion Carried

13. Discussion with possible decision to approve, reject and/or amend request by the Fire Department to surplus the 1981 Mack Fire Truck Vin 1M2H125CXBMOO1050 (War Wagon) through Purple Wave.

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

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

Motion Carried

14. Discussion with possible decision to approve, reject and/or amend a request to Match T-Set funding of \$22,000 for Carson Park Playground Equipment with an additional \$22,000 from General Fund – Sports Facilities – T-SET Grant Expenditures Account 10-16-615202 requiring a budget adjustment of \$44,000 to the above-named account.

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

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

Motion Carried

15. Discussion with possible decision to approve, reject and/or amend request for a Letter of Understanding between the City and SG Municipal and Media, LLC, concerning the application for funding through the OPIOID Settlement Fund Grant program for \$750 with an additional \$750 upon approval of funding.

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

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

Motion Carried

Possible Executive Session for discussion of Items 16-21 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.: Lane

Second: Coye

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 7:47 p.m.: Lane

Second: Jim

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 16-21 were discussed in Executive Session. No other items were discussed, and no action was taken.

16. Discussion with possible decision to approve or reject recommendation to employ Rodney Pischel as a Full-time Maintenance/Janitorial Worker under the supervision of the Community Development Director with compensation and beginning date to be determined by council.

Motion to approve hire to begin on February 6, 2024, at \$12.50 per hour with full benefits. Jim Second: Lane

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

Motion Carried

17. Discussion with possible decision to approve, reject and/or amend request to advertise for a Payroll Clerk / Human Resource person as per the Personnel Policy Handbook.

Motion to approve: Debbie Second: Barrett

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

Motion Carried

18. Discussion with City Attorney concerning Ozarks Electric proposed agreement.

DISCUSSION ONLY

19. Discussion with possible decision concerning the relationship and interaction between the city and the Adair County EMS.

NO ACTION

20. Discussion with possible decision to approve or reject authorization by the council to order compliance with possible settlement offer on pending claim(s).

DISCUSSION ONLY

21. Discussion with City Attorney regarding possible action concerning other legal matters.

DISCUSSION ONLY

Adjournment

Motion to adjourn: Barrett Second: Lane

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

Meeting adjourned at 7:49 p.m.

ATTEST:

Jean Ann Wright, Mayor

Larry Nettles, City Clerk-Treasurer

Agenda Posted: Friday, February 2, 2024, at 3:30 p.m.
Stilwell Community Building, 6th & Poplar
Stilwell City Hall, 503 W. Division
www.cityofstilwell.com