

CITY OF STILWELL

CITY COUNCIL MINUTES

REGULAR MEETING – Monday March 4, 2024

Stilwell City Hall – 20 South First Street – 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: 5:4130 p.m.: Coye Nettles – Present, Barrett Harris – Present, Debbie Johnson – Present, Jim Spray – Present, Lane Kindle – Present, Mayor Jean Ann Wright – Chairperson – Present, Jeff Jones – City Attorney – Present, Larry Nettles – Secretary – Present

Guests: Chad Smith, Tilden Martin, Lisa Tidwell, Ray Yerby, Amy Duncan, Dale Dandridge, Liz Brown, Craig Brown, Renee Fite, Joe Bruner, Shawn Noel, Grace Ferris, Steve Garrett, Shelldon Miggetto.

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. USDA loan closing for the new City Hall was February 29th.
2. There will be a special meeting, possibly next Monday, March 11, to interview and perhaps employ a City Hall Custodian/City Maintenance person and to interview and perhaps employ a Payroll Clerk and/or Human Resources Clerk.

Consent Agenda

1. Approval of minutes of Regular Meeting February 5, 2024.
2. Approval of blanket purchase orders in the sum of \$71,555.00.
3. Approval of payment of claims for:
 - a. \$219,817.53 from Fund 10 – General Fund
 - b. \$44,992.34 from Fund 20 – Capital Improvement Fund
 - c. \$607.00 from Fund 30 – Street and Alley
4. Approval of February 2024 payroll in the sum of \$226,788.06.

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

Coye – Yes, 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 or reject the financial audit for FY 2023 by Michael Green, CPA.

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

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

Motion Carried

2. Discussion of Carson Park Golf Course timeline and related matters.

Discussion Only

3. Discussion with possible decision to approve Resolution 03-04-2024: A Resolution Of The City Of Stilwell, Oklahoma, Authorizing Application For The 2024 Opioid Abatement Grant Made Available Through The Office Of The Oklahoma Attorney General.

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

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

Motion Carried

4. Discussion with possible decision to approve paying 50% of the Kiwanis expense for July 4th fireworks display to be paid in June, 2024, not to exceed \$4,000, from General Fund – Administration – July 4 Festivities Account #10-01-620600 requiring a budget increase of equal amount to the above-named account.

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

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

Motion Carried

5. Discussion with possible decision to approve, reject and/or amend renewal of our financial software from Central Square/Assyst from 4/1/24 through 3/31/25 at a cost of \$13,194.34 to be paid from General Fund – City Clerk – Software Account # 10-04-630700.

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

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

Motion Carried

6. Discussion with possible decision to approve, reject and/or amend proposed use of Adair Park all day on March 28th for a pre-prom Mass Casualty Enactment for all county schools by the Education Department of the Adair County EMS.

Motion to approve with change of venue to Carson Park: Debbie **Second:** Jim

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

Motion Carried

7. Discussion with possible decision to approve or reject resignation of Therin Hensley effective February 13, 2024.

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

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

Motion Carried

8. Discussion with possible decision to approve Ordinance 436: An Ordinance Providing Specific Rules And Regulations Concerning The Disposal And Reclamation Of Fats, Oils And Grease (Fog).

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

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

Motion Carried

9. 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 436” adopted above shall become effective immediately upon passage and approval, all as required by Law.

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

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

Motion Carried

10. Discussion with possible decision to approve, reject or amend proposed surplus of the following items:

- 2 – cages for 2011-2020 Dodge Charger
- 2 – sets of window bars for 2011-2020 Dodge Charger
- 1 – complete cage set for a 2020 Ford Utility Vehicle

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

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

Motion Carried

11. Discussion with possible decision to approve, reject or amend proposed budget adjustments as follows:

| | | |
|--------------------------------------|-----------|-----------|
| General Fund | | |
| Revenue Increase: | \$343,000 | |
| Expense Increase: | | \$217,000 |
| Capital Improvement Fund | | |
| Revenue Increase: | \$ 25,000 | |
| Expense Increase: | | \$ 5,000 |
| Street & Alley Fund: | | |
| Expense Increase: | | \$ 10,000 |
| Federal Projects Two (ARPA): | | |
| Expense Increase: | | \$ 2,000 |
| Total Revenue Adjustments All Funds: | \$368,000 | |
| Total Expense Adjustments All Funds: | | \$234,000 |

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

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

Motion Carried

12. Discussion with possible decision to approve, reject or amend proposed new job description for Payroll Clerk.

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

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

Motion Carried

13. Discussion with possible decision to approve, reject or amend proposed new job description for Human Resources Clerk.

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

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

Motion Carried

14. Discussion with possible decision to approve or reject proposed new job description for City Court Clerk.

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

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

Motion Carried

Possible Executive Session for discussion of Items 15 – 18 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION with attorney, council members and mayor only at 6:41 p.m.: Lane **Second:** Jim

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

Motion Carried

Coye Nettles left Executive Session at 7:20 and went home.

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 8:11 p.m.: Jim

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

Motion Carried

Public Statement of Executive Session Minutes by the Mayor as per Title 25 O.S. 312(A).

Items 15-18 were discussed in Executive Session. No other items were discussed, and no action was taken.

15. Discussion and possible action to adopt Ordinance 437: An Ordinance Repealing or Amending Ordinance 392 and all other Ordinances assigning other duties and compensation, not subject to constitutional restrictions, which may still be in effect.

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

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

Motion Carried

16. 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 437” adopted above shall become effective immediately upon passage and approval, all as required by Law.

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

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

Motion Carried

17. Discussion only concerning FOP negotiations.

DISCUSSION ONLY

18. Discussion with City Attorney regarding possible action concerning any claims, arbitrations, or other possible legal actions.

DISCUSSION ONLY

New Business: Consideration, discussion and possible approval regarding any matter not known about or which could not have reasonably been foreseen prior to the time of posting (Title 25, O.S. Sec. 311.)

NONE

Adjournment

Motion to adjourn: Debbie **Second:** Jim

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

Meeting adjourned at 8:13 p.m.

ATTEST:

Jean Ann Wright, Mayor

Larry Nettles, City Clerk-Treasurer

**Agenda Posted: Friday, March 1, 2024, at 3:30 p.m.
 Stilwell City Hall, 20 South First
 www.cityofstilwell.com**