

CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday October 2, 2023

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: 5:30 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, Steven Shoup, Troy Littledeer, Steve Garrett, Shaina Kindle, Dale Dandridge, Liz Brown, Alan Starr, Sheldon Miggetto, Taryn King, Tilden Martin, Shawn Noel.

Mayor’s Comments: NONE

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. We have received our REAP reimbursement of \$50,400 for Chestnut Street.
2. We have received \$68,915 from Cherokee Nation for the new Pavilion at Carson Park.

3. The Mayor and City Clerk attended several very informative sessions at the OML Conference in Oklahoma City on the 19th through the 22nd.
4. The Indigenous Peoples Day Celebration on Saturday October 7 from 3 until 8 p.m. will be at Carson Park instead of downtown.

Consent Agenda

1. Approval of minutes of Regular Meeting September 5, 2023.
2. Approval of blanket purchase orders in the sum of \$67,705.
3. Approval of payment of claims for:
 - a. \$297,510.27 from Fund 10 – General Fund
 - b. \$106,872.93 from Fund 20 – Capital Improvement Fund
 - c. \$7,078.17 from Fund 30 – Street and Alley
 - d. \$1,264.52 from Fund 90 – Federal Grant 1 (Safe Routes)
4. Approval of September 2023 payroll in the sum of \$233,233.66.

Motion to approve: Lane Second: Jim

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

Motion Carried

Departmental Reports

Ambulance
Fire
Sports Facilities

Police
Municipal Works
Community Development

Agenda

1. Discussion with possible decision to approve painting crosswalks, stop bars, adding signage and creating a school zone on Section Line Road where needed, requiring street closure while painting, with details to be coordinated with the school and with the Police Department.

Motion to approve with school zone to extend from Hickory Street to Highway 100 with a speed limit of 25 mph: Lane Second: Barrett

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

Motion Carried

2. Discussion with possible decision to approve closing Second Street from Oak Street to the old Harps/IGA for a benefit 5-K Run for the Stilwell High School Junior Class on October 28, 2023, from 3:30 p.m. until 6:30 p.m. sponsored by the Adair County Community Health Coalition.

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

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

Motion Carried

3. Discussion and possible decision to re-approve purchase of 2023 Chevrolet Tahoe 4WD 4dr Commercial from November, 2022, to include purchase and installation of up-fit vehicle equipment and decals from Superior Auto Group in Siloam Springs, Arkansas, for a total of \$56,814.20 from Capital Improvement Fund – Police – Equipment Account #20-09-645300 not requiring a budget adjustment.

Motion to approve with decals not included: Jim **Second:** Debbie

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

Motion Carried

4. Discussion and possible decision to approve new spending limits for “spending not needing council approval” as follows:

Purchasing Agent	\$1,000 currently \$500
City Clerk	\$2,500 currently \$1,500
Mayor	\$2,500 currently \$1,500
Mayor & City Clerk	\$8,000 currently \$5,000

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

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

Motion Carried

5. Discussion with possible decision to approve invoice for \$6,720 from Holloway Updike & Bellen, Inc. for engineering for Second Street Project from Capital Improvement – Street – Construction Account #20-12-645303 not requiring a budget adjustment.

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

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

Motion Carried

6. Discussion and possible decision to approve contract with OZARKS TECH, LLC for full website re-development, maintenance, local training, and support at a first-year fee of \$1,740 and an annual renewal fee of \$1,800.

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

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

Motion Carried

7. Discussion with possible decision to approve curb cut on Clevenger Street for a business entrance.

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

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

Motion Carried

8. Discussion with possible decision to approve Ordinance #431-A: An Amendment to Ordinance 431 Clarifying Fee Policy and Schedule for False Alarm Response.

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

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 431-A” adopted above shall become effective immediately upon passage and approval, all as required by Law.

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

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

Motion Carried

10. Discussion with possible decision to approve payment of \$389,378 to the Stilwell Improvement Authority from FEDERAL GRANT TWO - ARPA Fund Account 60-01-660400 for Stilwell City Hall Construction.

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

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

Motion Carried

11. Discussion and possible decision to approve payment of \$90,000 (one year’s USDA Loan Payments of \$99,000 – \$8,250.00 monthly – minus amount already present) to Fund 19 – SIA-DEBT SERVICE RESERVE as required by the USDA Loan Agreement from General Fund – Administration – Building Construction Account #10-01-645303 requiring a budget adjustment of equal amount to the above-named account.

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

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

Motion Carried

12. Discussion and possible decision to approve payment of \$5000 to Fund 18 – SIA-CAPITAL ASSET REPLACEMENT as required by the USDA Loan Agreement from CAPITAL IMPROVEMENT – Administration – Building Construction Account #20-01-645303 requiring a budget adjustment 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

13. Discussion with possible decision to approve naming the council meeting room in the new City Hall the “JOE ADAIR ROOM”.

Motion to approve name to be “Joe D. Adair Room”: Lane **Second:** Debbie

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

Motion Carried

Possible Executive Session for discussion of Items 14-20 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION at 5:52 p.m.

(after Agenda Item #2): Lane **Second:** Barrett

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 6:38 p.m.: Lane

Second: Debbie

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 14-20 were discussed in Executive Session. No other items were discussed, and no action was taken.

14. Discussion with possible decision to confirm Mayoral employment of Therin Hensley as a full-time uncertified Police Officer at \$16.00 per hour with all benefits effective September 13, 2023.

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

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

Motion Carried

15. Discussion with possible decision to confirm Mayoral employment of Brent Wade Harlin as a part-time uncertified Police Officer at \$16.00 per hour with no benefits effective September 14, 2023.

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

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

Motion Carried

16. Discussion with possible decision to confirm mayoral appointment of Michael Thompson as a part time officer for three days a week with salary at \$16.00 per hour as an officer and continuing as a dispatcher for two days per week with effective date to be determined.

**Motion to approve with effective date to be
October 1, 2023:** Lane **Second:** Jim

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

Motion Carried

17. Discussion with possible decision to confirm moving Charley Canoe from part time dispatcher to full time dispatcher with full benefits with effective date to be determined.

**Motion to approve as part-time covered employee with effective date
to be October 1, 2023:** Debbie **Second:** Coye

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

Motion Carried

18. Discussion with possible decision to approve resignation of Beau Sanders effective end of shift was September 11, 2023.

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

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

Motion Carried

19. Discussion with possible decision to approve long-term lease or sale of property south of Adair Park to the County for use by the Adair County Fair Board.

Motion to approve offer of a 25-year lease with 25-year renewal for area south of the existing parking lot with condition that it be sub-let to the

Adair County Fair Board: Debbie Second: Lane

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

Motion Carried

20. Discussion with City Attorney concerning any claims, arbitrations and/or other legal matters.

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.)

Adjournment

Motion to adjourn: Lane Second: Debbie

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

Meeting adjourned at 7:01 p.m.

ATTEST:

Jean Ann Wright, Mayor

Larry Nettles, City Clerk-Treasurer

Posted:

**Friday, September 29, 2023, at 3:30 p.m.
Stilwell Community Building, 6th & Poplar
Stilwell City Hall, 503 W. Division
www.cityofstilwell.com**