

CITY OF STILWELL

CITY COUNCIL MINUTES

Regular meeting – Monday December 4, 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: 5:35 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: Dale Dandridge, Shawn Noel, Chad Smith, Tilden Martin, Grace Ferris, Steven Shoup, Lisa Tidwell, Shelldon Miggetto, Steve Garrett, Troy Littledeer.

Mayor’s Comments: The new city hall is still not ready but is planned to be open by January 1. Judging of Christmas lights by each council member for their Ward will be done on December 18th.

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 been approved for a \$75,000 REAP Grant to work on drainage for East Maple & South Oklahoma Streets and Third Street from Locust to Peach Street. Work will begin in the Spring.
2. We have been awarded a \$10,000 Grant for Police Overtime related to violent crime.
3. Fire Department Chili Fundraiser will be Tuesday December 5 at noon.
4. Our Annual Christmas Dinner for all City employees and their families will be Friday December 8 from 5:45 p.m.to 8:00 p.m. in the Community Building.
5. FOP Christmas Dinner is 6:00 p.m. on December 13 at the Community Building.

Consent Agenda

1. Approval of minutes of Regular Meeting November 6, 2023, and Special Meeting November 21, 2023.
2. Approval of blanket purchase orders in the sum of \$68,155.00
3. Approval of payment of claims for:
 - a. \$265,902.47 from Fund 10 – General Fund
 - b. \$35,048.66 from Fund 20 – Capital Improvement Fund
 - c. \$8,526.50 from Fund 30 – Street and Alley
 - d. \$12,600.00 from Fund 60 – Federal Grant 2 (ARPA)
 - e. \$659.33 from Fund 90 – Federal Grant 2 (Safe Routes)
4. Approval of November 2023 payroll in the sum of \$384,246.12.

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

Coye – Yes, Barrett – Yes, Debbie – Yes, Jim – Yes (with exception of Special Meeting Minutes because of non-attendance), 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 request by Maria Ramirez to move a trailer into the City at 406 S 4th Street.

Motion to REJECT REQUEST: Lane **Second:** Debbie

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

MOTION TO REJECT IS CARRIED 4-1

2. Discussion with possible decision to approve, reject and/or amend a request to amend Ordinance 428 concerning the zoning of a residential area at N Flint St, Hwy 59 and Hwy 51.

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

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

Motion Carried

3. Discussion with possible decision to approve, reject and/or amend a variance request for the height of a proposed billboard to be 35 feet if Item #2 above is approved.

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

Coye – Yes, Barrett – Yes, Debbie – No, Jim – Yes, Lane – No

Motion Carried 3-2

4. Discussion with possible decision to approve, reject and/or amend proposed Consolidated Schedule for calendar year 2024 to include Stilwell Improvement Authority dates as approved at Special SIA Meeting scheduled for December 4, 2023.

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

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

Motion Carried

5. Discussion with possible decision to approve, reject and/or amend the following adjustments to the annual budget:

• Community Center (Over Reap)	\$ 2,319.93
• Administration – Building Construction	\$ 5,500.00
• Street Department – St & Alley (Improvements)	\$10,000.00
• Sports Facilities – Carson Park Utilities & Security	\$20,000.00
Total Adjustment	<u>\$37,819.93</u>

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 contract renewal with CompSource Mutual for workman’s compensation insurance for 2024 for an estimated premium of \$144,387.00.

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

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

Motion Carried

7. Discussion with possible decision to approve, reject and/or amend proposed renewal of our Mowing Contracts with Fourkiller Lawn Solutions for all City Property for an annual cost of \$143,641.00.

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

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

Motion Carried

8. Discussion with possible decision to accept a \$13,000 Grant from GRDA for Audio/Visual Technology in the “Joe D. Adair Room”.

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

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

Motion Carried

9. Discussion with possible decision to approve, reject and/or amend proposed contract with QDP for “Joe D. Adair Room” Audio/Visual at a cost of \$12,976 which includes a previously approved amount of \$5797.99 from Capital Improvement – Administration – Building Construction Account #20-01-645303 requiring a budget adjustment of \$7,178.01 to the above-named account.

Motion to approve: Debbie **Second:** Barrett

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

Motion Carried

10. Discussion with possible decision to approve, reject and/or amend proposed contract for payroll services with Robert St. Pierre at cost of \$2,500 per month from November 13, 2023, through June 30, 2024.

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

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

Motion Carried

11. Discussion with possible decision to approve, reject and/or amend proposed surplus and sale of unusable fire hose in 50-foot lengths for \$15.00 on the 1-1/2” hose and \$20.00 on the 2” hose.

NO ACTION TAKEN

12. Discussion with possible decision to approve, reject and/or amend proposed contract with Hammer Construction with a three-payment timeline totaling \$68,915 for construction of the new pavilion at Carson Park from funds provided by Cherokee Nation from Capitol Improvement – Sports Facilities – Construction Account #20-16-645300 requiring a budget adjustment of \$68,915 to the above-named account.

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

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

Motion Carried

Possible Executive Session for discussion of Items 13-17 as per Title 25 O.S. 307(B)(1)(2)(3)(4) and (E)(1)(2)(3).

Motion to ENTER EXECUTIVE SESSION at 6:15 p.m.: Debbie

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 7:01 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 13-17 were discussed in Executive Session. No other items were discussed, and no action was taken.

13. Discussion with possible decision to approve, reject and/or amend moving Charley Canoe from full-time dispatcher to part-time dispatcher with no benefits with effective date November 25, 2023.

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

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

Motion Carried

14. Discussion with possible decision to approve, reject and/or amend Mayoral employment of Vernon Drummond as a part-time sanitation worker at \$18.00 per hour with no benefits with effective date November 27, 2023.

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

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

Motion Carried

15. Discussion with possible decision to approve, reject and/or amend Mayoral employment of Christopher Creel as a full-time Street Department laborer at \$15.00 per hour with full benefits with effective date November 21, 2023.

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

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

Motion Carried

16. Discussion with possible decision to approve, reject and/or amend resignation of Brandon Petree effective end of shift on November 20, 2023.

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

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

Motion Carried

17. Discussion with City Attorney concerning any claims and/or arbitrations.

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.)

***1 – Discussion with possible decision to approve, reject and/or amend accepting resignation of Troy Littledeer presented today and effective end-of-day December 15, 2023.

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

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

Motion Carried

***2 – Discussion with possible decision to approve, reject and/or amend Mayoral employment of Renee Fite as Public Relations and Media Director with effective date of December 5, 2023.

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

Coye – Yes, Barrett – Yes, Debbie – Yes, Jim – No, Lane – Yes

Motion Carried 4-1

Adjournment

Motion to adjourn: Lane **Second:** Coye

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

Meeting adjourned at 7:04 p.m.

ATTEST:

Jean Ann Wright, Mayor

Larry Nettles, City Clerk-Treasurer

Posted:

**Friday, December 1, 2023, at 3:30 p.m.
Stilwell Community Building, 6th & Poplar
Stilwell City Hall, 503 W. Division
www.cityofstilwell.com**