

MINUTES
TAHLEQUAH CITY COUNCIL
SPECIAL MEETING – JUNE 3, 2025 - 5:30 PM
111 Cherokee Ave. Tahlequah, OK 74464

1. MEETING CONVENED

- a. Meeting called to order by Council President Stephen Highers at 5:30 pm.
- b. City Clerk, Whitney Shaw, called the roll as follows:

Present:	Councilor Ward I	Danny Perry
	Councilor Ward II	Keith Baker
	Councilor Ward III	Stephen Highers

Absent:	Councilor Ward IV	Josh Allen
	Mayor	Suzanne Myers

Others present: City Attorney JT Hammons, City Administrator Taylor Tannehill, City Treasurer Marty Hainzinger, City Clerk Whitney Shaw, Deputy City Clerk Amber Payton, and IT Support Kendall Collins

- c. **Invocation:** Josh Hale, Cornerstone Fellowship
- d. **Flag salute:** Led by Council President Stephen Highers
- e. **Public Notice:** December 19, 2024 at 9:10 a.m. and May 22, 2025 at 2:40 p.m.

2. PUBLIC INSTRUCTIONS

Access Code: **836 7011 2288** Password: **4560651**

3. NO PUBLIC COMMENTS

4. ANNOUNCEMENTS AND PRESENTATIONS

- a) Chad Reed, 10yrsTPD, Kendall Hale, 20yrs-Parks & Rec
- b) City Administrator Taylor Tannehill thanked City Departments for storm recovery effort
- c) Anthis-Brennan update not given.
- d) 2013 Bond Projects update by City Administrator Taylor Tannehill

5. CONSENT AGENDA

Councilor Perry made a motion and Councilor Baker seconded to approve the consent agenda as follows:

- a) Approve the minutes from the May 5 and May 21, 2025, City Council meetings.
- b) Acknowledge receipt of the April 2025 General Fund Executive Summary.
- c) Acknowledge receipt of the April 2025 Investment Schedule.
- d) Acknowledge receipt of the April 2025 Check Register.

- e) Acknowledge receipt of the April 2025 Purchasing Card Statement.
- f) Acknowledge receipt of the April 2025 Open PO Report
- g) Accept the 2025 Contribution from Cherokee Nation in the amount of \$3,500.00, placing the funds in the Fire Department's Restricted Donations account and amending the budget accordingly.
- h) Accept payment from Cherokee Nation in the amount of \$7,500 and amend the budget accordingly, placing funds in the restricted donations account to be used for the animal shelter/animal vaccination clinic.
- i) Acknowledge receipt of the Purple Wave Surplus Auction proceeds date April 15, 2025, resulting in a deposit of \$26,535.00.
- j) Approve agreement with **Cherokee County for Emergency Management Services** for fiscal year 2025-2026.
- k) Approve the Memorandum of Understanding with **Cherokee County Detention Center** for inmate meals for the 2025-2026 fiscal year.
- l) Approve the renewal contract with **CivicPlus** for Recreation Management software for fiscal year 2025-2026.
- m) Approve the **CODEPAL** Renewal Agreement for fiscal year 2025-2026.
- n) Approve the Subscription Agreement with **Davenport Group, Inc.** for two (2) new Network Servers in the amount of \$36,424.00 from budgeted account 210-50-8601.
- o) Approve the annual contract with **DPT Transportation Services** for aviation support and maintenance services for the 2025-2026 fiscal year.
- p) Approve the Inter-Local Agreement on the handling of juvenile cases with the **District Court** for the 2025-2026 fiscal year.
- q) Approve a Lease Agreement with **DOCServices, Inc.** for senior nutrition at the Senior Citizen's Building for the 2025-2026 fiscal year.
- r) Engage the services of the **Eide Bailly, CPA Firm**, to conduct the Financial Compilation for the FY 2024-2025 audit.
- s) Approve the Service Agreement with **KI BOIS Area Transit System (K.A.T.S.)** for public transportation in the Tahlequah area for the 2025-2026 fiscal year.
- t) Approve the contract for services with **Oklahoma Production Center (OPC)** for city-wide Recycling and Road Litter Pickup for the 2025-2026 fiscal year.
- u) Approve the 2025-2026 contract with **Mike Palmer** for greens maintenance at River Links and Anthis Brennan.
- v) Approve the 2025-2026 contract with **Richard Smith** for the opening/closing of cemetery graves at the cost of \$350.00 per grave.
- w) Engage the services of **St. Pierre, Kimble, & Associates, CPA, PC** to conduct the Financial Audit for the 2024-2025 fiscal year.
- x) Approve the School Resource Officer contract with **Tahlequah Public Schools** for the 2025-2026 fiscal year.
- y) Approve the Disposal Agreement with **Waste Management of Oklahoma, Inc.**
- z) Approve the Mayor's re-appointment of Bob Girdner to the **Board of Adjustment** for a 3-year term, expiring in 2028.
- aa) Approve the Mayor's reappointment of Robert Batson to the **Planning Commission** for a 3-year term, expiring in 2028.
- bb) Approve the Mayor's reappointment of Armando Duke to the **Planning Commission** for a 3-year term, expiring in 2028.
- cc) Approve the Mayor's appointment of Anita Thompson to the **TRDA Board** for a 3-year term, ending in 2028.

- dd) Approve the Mayor's reappointment of Dower Combs to the **TRDA Board** for a 3-year term, ending in 2028
- ee) **Removed to Regular Session by Councilman Stephen Highers.**
- ff) Hire Lakyn Adams, Christopher Hetherington, and Isabella Sierra as PT Laborers/Concessions in the Parks & Rec Department at \$10.07 per hour, effective May 5, 2025.
- gg) Hire Shawn Watson as a PT Animal Control Officer in the Compliance Department at \$12.00 per hour, effective May 20, 2025.
- hh) Hire Caleb Crittenden as a Dispatcher in the Police Department at \$16.00 per hour, effective June 2, 2025.
- ii) Hire Samuel Webster and Tony Stayathome as Drivers in the Solid Waste Department at \$40,500.00 annually, effect June 2, 2025.
- jj) Transfer Margaret Carter, Lifeguard to PT Laborer/Concessions (Pool) in the Parks and Recreation Department at \$10.07 per hour, effective May 13, 2025.
- kk) Promote Logan Hackworth from Volunteer Firefighter to Firefighter in the Fire Department, salary per the Collective Bargaining Agreement, effective June 2, 2025.
- ll) Accept the resignation of Ryan Kirk and Jamen Sims, Lifeguards in the Parks and Recreation Department, effective May 14, 2025.
- mm) Accept the resignation of Alexandrya Corbett, Dispatcher in the Police Department, effective May 21, 2025.
- nn) Accept the resignation of Chance Parson, PT Laborer/Concessions in the Parks & Recreation Department, effective May 5, 2025.

Vote: Ayes: Nays: None Motion carried

6. REGULAR SESSION

- 6a) No action was taken on **Consent item (ee)**: Approve the Mayor's reappointment of Paula Mutzig to the **TRDA Board** for a 3-year term, ending in 2026.

- 6b) Councilor Perry made a motion and Councilor Highers seconded to enter into the **PUBLIC HEARING** on the proposed 2025-2026 City Budget. Brief discussion on proposed budget by City Treasurer Marty Hainzinger. No questions or public comments.

Vote: Ayes: Perry, Highers, Baker Nays: none Motion carried

Councilor Perry made a motion and Councilor Baker seconded to exit the Public Hearing.

Vote: Ayes: Perry, Baker, Highers Nays: none Motion carried

- **6g)** Item 6g moved upon request of City Administrator, Taylor Tannehill. Councilor Baker made a motion and Councilor Perry seconded to approve **Ordinance No. 1388-2025**.

Vote: Ayes: Baker, Perry, Highers Nays: none Motion carried

NO EMERGENCY VOTE TAKEN.

- 6c) Councilor Highers made a motion and Councilor Baker seconded to approve **Resolution No. 06-02-2025A**, a resolution approving the City of Tahlequah 2025-2026 budget.

Vote: Ayes: Highers, Baker, Perry Nays: none Motion carried

- Vote: Ayes: Perry, Highers, Baker Nays: none Motion carried*

- Vote: Ayes: Highers, Perry, Baker Nays: none Motion carried*

7) EXECUTIVE SESSION

Vote: Ayes: Perry, Highers, Baker Nays: None Motion carried

Vote: Ayes: Highers, Perry, Baker Nays: none Motion carried

- e) Meeting adjourned at 7:25 p.m.