

MINUTES
TAHLEQUAH CITY COUNCIL
SPECIAL MEETING – JULY 7, 2025 - 5:30 PM
111 Cherokee Ave. Tahlequah, OK 74464

1. MEETING CONVENED

- a. Meeting called to order by Mayor Suzanne Myers 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
	Councilor Ward IV	Josh Allen

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

- c. Invocation: Rev. Shana Dry, First United Methodist Church
- d. Flag salute: Led by Mayor Suzanne Myers
- e. Public Notice: December 19, 2024 at 9:10 a.m. and June 24, 2025 at 10:16 a.m.

2. PUBLIC INSTRUCTIONS

Access Code: [874 5564 6265](#) Password: [4560651](#)

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- 3. NO PUBLIC COMMENTS but Mayor Myers read several “thank you” letters received from the public. Lee Guthrie from TDP as for clarification on consent items “s” & “t”.

4.

4. ANNOUNCEMENTS AND PRESENTATIONS

- a) Eric Lamons, 5yrs-SW, Taylor Tannehill, 5yrs-Administration
- b) Presentation of 2023-2024 Audit, St. Pierre
- c) Anthis-Brennan update-Special Projects Coordinator Ray Hammons

5. CONSENT AGENDA

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

- a) Approve the minutes from the June 3 and June 26, 2025, City Council meetings.
- b) Acknowledge receipt of the May 2025 General Fund Executive Summary.
- c) Acknowledge receipt of the May 2025 Investment Schedule.
- d) Acknowledge receipt of the May 2025 Check Register.
- e) Acknowledge receipt of the May 2025 Purchasing Card Statement.

- f) Acknowledge receipt of the May 2025 Open PO Report.
- g) Accept the City of Tahlequah 2023-2024 audit as presented by Robert St. Pierre.
- h) Accept the donation from Cherokee Nation in the amount of \$35,000.00, placing the funds in the Police Department's Restricted Donations account and amending the budget accordingly.
- i) Accept the donation from Larry & Debra Dickerson in the amount of \$200, placing the funds in the Animal Shelter's Restricted Donations account and amending the budget accordingly.
- j) Accept the donation from Beth Herrington Trust in the amount of \$200, placing the funds in the Animal Shelter's Restricted Donations account and amending the budget accordingly.
- k) Accept the contractual 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.
- l) Acknowledge receipt of Tahlequah Main Street Association June report.
- m) Acknowledge receipt of May and June Tahlequah Regional Development Authority reports.
- n) Acknowledge receipt of June 2025 Tourism report.
- o) Acknowledge receipt of June 2025 Chamber of Commerce report.
- p) Acknowledge receipt of the 2025-2026 FY budget for the Tahlequah Regional Development Authority.
- q) Acknowledge receipt of the 2025-2026 FY budget for the Tahlequah Public Works Authority.
- r) **Removed by Councilor Josh Allen.**
- s) Approve the lease of 20 golf carts and 1 UTV from State Contract SW-0194 for the amount of \$1,409.00/mos from GL# 210-50-8503 for use at the RiverLinks Golf Course.
- t) Approve lease of 2 golf carts from State Contract SW-0194 for the amount of \$393.40/mos from GL# 210-50-8494 for use at Anthis-Brennan Sports Complex.
- u) Approve Lease Agreement with the OK Dept. of Corrections for FY 2025-2026.
- v) Approve the Legal Services Agreement with BJ Baker, City Prosecutor, for the 2025-2026 fiscal year.
- w) Approve contract with Tahlequah Main Street Association for FY 2025-2026.
- x) Approve the contract with the Tahlequah Area Chamber of Commerce for the 2025 Bluegrass Festival.
- y) **Removed by Councilor Josh Allen.**
- z) Approve Section 300-Pay Administration, 305-Longevity Pay policy of the Employee Handbook of the Personnel Politics.
- aa) Hire Michael Burton as a Collector in the Solid Waste Department at \$35,500 annually, effective July 7, 2025.
- bb) Hire Johnny Sloan as a Mechanic in the Solid Waste Department at \$60,000 annually, effective June 30, 2025.
- cc) Hire Robert Bilek as a Labor/Operator in the Street Department at \$34,844.78 annually, effective July 7, 2025.
- dd) Hire 2 seasonal Part-Time Laborers, unbudgeted positions in the Street Department, to be paid from Professional Services, account #110-667200.
- ee) Hire Carl Dallis as a Seasonal PT Laborer in the Street Department at \$16.00 per hour, effective July 7, 2025.
- ff) Hire Logan Webber as PT Laborer in the Parks & Recreation Department at \$11.13 per hour, effective June 17, 2025.
- gg) Hire Misty Burke as a Dispatcher in the Police Department at \$16.00 per hour, effective July 7, 2025.

- hh) Promote Colin Girdner from Laborer/Operator to Foreman in the Street Department at \$42,508.97 annually, effective June 8, 2025.
- ii) Promote Shawn Watson from PT Animal Control Officer to FT Animal Control Officer in the Compliance Department at \$15.00 per hour, effective July 7, 2025.
- jj) Accept the resignation of Dalton Tolliver, Laborer/Operator in the Street Department, effective June 3, 2025.

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

6. REGULAR SESSION

- 6a)** No action was taken on **Consent item (r)**: Approve the Mutual Fire Assistance Agreement between the Tahlequah Fire Department and the Cookson Volunteer Fire Department.

Councilor Allen made a motion and Councilor Baker seconded to approve **Consent item (y)**: Allow the Mayor to enter into an agreement with WoolleyBooger Racing, LLC for the use of Anthis-Brennan for a drag racing event on October 16 and 17, 2025.

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

- 6b)** Councilor Allen made a motion and Councilor Baker seconded to approve Resolution No. 07-07-2025, a resolution to adopt the schedule of fees and charges for the City of Tahlequah.

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

- 6c)** Councilor Highers made a motion and Councilor Allen seconded to approve **Resolution No. 07-07-2025A**, a resolution relating to the incurring of indebtedness by the Trustees of the Tahlequah Public Facilities Authority and waiving competitive bidding with respect thereto; and approving a Note Purchase Agreement, Security Agreement, and other documents as may be necessary or required.

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

- 6d)** Councilor Allen made a motion and Councilor Baker seconded to approve Resolution No. 07-07-2025B, a resolution for zoning change from RS-2 to RM-3 located at 1704 & 1706 E. Downing St., Tahlequah, OK.

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

- 6e)** Councilor Allen made a motion and Councilor Perry seconded to approve **Ordinance No. 1390-2025**, an ordinance of the City of Tahlequah, Oklahoma, amending the Tahlequah City Code, Part 5, Building Regulations and Codes; Section 5-702.1, Addition and Insertions to the Housing Code; Providing for Codification, Severability, Repealer, and Codification, and Declaring an Emergency.

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

Councilor Allen made a motion and Councilor Perry seconded to declare **Ordinance No. 1390-2025** an Emergency Ordinance.

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

- 6f) First Reading of Ordinance No. 1391-2025, an ordinance of the City of Tahlequah, providing an easement closure located at 1547 Echota Ave., Tahlequah, Oklahoma.

NO EMERGENCY VOTE TAKEN

- 6g) Councilor Allen made a motion and Councilor Perry seconded to approve a contract with Flock Safety for the amount of \$21,900.00 for License Plate Readers with the city limits of Tahlequah, to be paid by the Police Dept. restricted donations fund.

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

- 6h) No action taken on an agreement between the City of Tahlequah and James W. Murray III to construct within the City's right-of-way.

- 6i-6l) Councilor Allen made a motion and Councilor Perry seconded to approve authorizing the Mayor entering into an agreement with Childers Architects, GH2 Architects, Freese & Nichols, and Kimley-Horn for on-demand architectural services for various city projects.

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

- 6m) No action taken, discussion only on public park safety and measures to help protect the public.

- 6n) Councilor Allen made a motion and Councilor Baker seconded to approve Change Order #5, in the amount of \$157,120.81 for the South Muskogee Improvement Project.

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

7) EXECUTIVE SESSION

Councilor Highers made a motion and Councilor Allen seconded to Exit Regular Session and enter Executive Session at 7:03 pm.

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

8) RETURN FROM EXECUTIVE SESSION at 8:24 p.m.

- a) i. Councilor Allen made a motion and Councilor Perry seconded to authorize the Mayor to enter into a Sales Tax Abatement agreement for Project Alpha as discussed in the Executive Session.

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

- ii. Councilor Allen made a motion and Councilor Highers seconded to authorize the City Attorney to employ outside bond council regarding Project Beta, as discussed in the Executive Session.

- b) Councilor Allen made a motion and Councilor Perry seconded to approve and execute amendments to the City Administrator's contract as discussed in the Executive Session.

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

- c) Councilor Allen made a motion and Councilor Perry seconded to approve the Memorandum of Understanding with the International FireFighters Local 4099, as discussed in the Executive Session.

Vote: Ayes: Allen, Perry, Baker, Highers

Nays: none

Motion carried

- d) Meeting adjourned at 8:26 pm.