

MINUTES
TAHLEQUAH CITY COUNCIL
REGULAR MEETING – December 2, 2024 - 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: Mayor Suzanne Myers, City Attorney JT Hammons, City Administrator Taylor Tannehill, City Treasurer Marty Hainzinger, City Clerk Whitney Shaw, Deputy City Clerk Amber Payton, and IT Support Randy Powell

- c. **Invocation:** Darrell Christopher, First Christian Church
- d. **Flag salute:** Led by Mayor Suzanne Myers
- e. **Public Notice:** November 22, 2024 at 11:15 a.m.

2. PUBLIC INSTRUCTIONS

Access Code: 810 6102 8235 **Password:** 4560651

3. PUBLIC COMMENTS

Nathan Reed with the Chamber thanked all Emergency Mgmt. Services for help with the Christmas Parade.

4. ANNOUNCEMENTS AND PRESENTATIONS

- a) Recognition for Years of Service Employees:
Randy Tanner, Tahlequah Police Department, 25 years
Anthony Margarit & Joe Enlow Jr., 15 yrs.-Tahlequah Fire Dept.
Travis Miller, 25 yrs. -Tahlequah Fire Dept.
Gary Cacy, 20 yrs.-Tahlequah Fire Dept.

5. CONSENT AGENDA

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

- a) **Moved to Regular Session by Councilor Highers.**
- b) Acknowledge receipt of the October 2024 Financial Statement.
- c) Acknowledge receipt of the October 2024 Investment Schedule.
- d) Acknowledge receipt of the November 2024 Check Register.

- e) Acknowledge receipt of the November 2024 Purchasing Card Statement.
- f) Acknowledge receipt of the November 2024 Open PO Report.
- g) Acknowledge receipt of the June 2024 Financial Statement.
- h) Acknowledge receipt of the Tahlequah Hospital Authority report for November 2024.
- i) Acknowledge receipt of the Tahlequah Area Chamber of Commerce monthly report for November 2024.
- j) Acknowledge receipt of the TACC Tourism report for November 2024.
- k) Acknowledge receipt of the Tahlequah Regional Development Authority monthly report for November 2024.
- l) Acknowledge receipt of the Eastern Oklahoma Library System Board report for November 2024.
- m) Accept two separate donations from CK Restoration, LLC, both in the amount of \$500.00 and amend the budget accordingly.
- n) Accept the donation from Shafa Enterprises Inc. (X-press Stop) both in the amount of \$1000.00 and amend the budget accordingly.
- o) Acknowledge receipt of the FY 24 TPWA Audit.
- p) Acknowledge receipt of the FY 24 TACC (for Tourism) audit.
- q) Acknowledge receipt of the FY 24 TEFA Audit.
- r) Acknowledge receipt of the FY 24 TPFA Audit.
- s) Approve an agreement between the Cherokee County Sales Tax Advisory Board/Cherokee County and the City of Tahlequah for dispatch services of county fire departments.
- t) Approve the 2025 Meeting Schedules for the following Boards, Committees, Trusts, etc. to be submitted to the Oklahoma Secretary of State: Board of Adjustment, Planning Commission.

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

6. REGULAR SESSION

- 6a)** **consent item (a):** Councilor Highers made a motion and Councilor Baker seconded to approve the minutes from November 14, 2024 and November 4, 2024 with modifications to remove the second item in consent agenda "s" and to remove the "vote line" in item "h" in the November 4, 2024 minutes.

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

- 6b)** Councilor Allen made a motion and Councilor Perry seconded to approve authorizing the Mayor to enter into a Memorandum of Understanding between the City of Tahlequah and Cherokee County 911 for the purpose of purchasing a Computer Aided Dispatch (CAD) system and requiring reimbursement using the "Transfer to Grants Account" in the General Fund and the "Reserve for Property & Right-of-Way Purchase" in the Capital Improvements Fund, amending the budget accordingly.

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

- 6c)** Councilor Highers made a motion and Councilor Perry seconded to accept the 2025 Safe Oklahoma Grant from the Oklahoma Attorney General's Office, amount of \$10,900 and amend the budget accordingly.

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

6d) Councilor Highers made a motion and Councilor Allen seconded to approve a Scope of Services and Cost Estimate of right-of-way acquisition in the amount of \$188,200.00 and enter into an agreement with Pinnacle Consulting Management Group, Inc. for right-of-way acquisitions on the Allen Road Street Improvement Project.

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

6e) Councilor Perry made a motion and Councilor Allen seconded to approve Ordinance No. 1382-2024. An ordinance amending the Tahlequah City Code, Part 14, Streets and Public Works; Chapter 14-4, Cemetery, General Provisions; by repealing Section 14-403, Cemetery Board; Providing for Codification, Severability, and Declaring an Emergency.

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

Councilor Allen made a motion and Councilor Perry seconded to approve Ordinance No. 1382-2024, as an Emergency Ordinance.

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

6f) Councilor Perry made a motion and Councilor Allen seconded to approve Ordinance No. 1383-2024. An ordinance amending the Tahlequah City Code, Part 2, Administration and Government; Chapter 2-4, General Provisions, relating to City Officers and Employees; by adding section 2-413, Financial Disclosure; Providing for Codification; Severability, Repealer and declaring an emergency.

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

Councilor Allen made a motion and Councilor Perry seconded to approve Ordinance No. 1383-2024, as an Emergency Ordinance.

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

6g) Councilor Allen made a motion and Councilor Perry seconded to accept the lowest responsible bid and award contract for Project 2024-6004, Woodard Avenue Bridge.

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

6h) **No Action Taken.** Discussion only on the appointment and/or organization of the implementation body for the Homelessness Strategic Plan.

7) EXECUTIVE SESSION

Councilor Baker made a motion and Councilor Perry seconded to Exit Regular Session and enter Executive Session at 6:04 pm.

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

8) RETURN FROM EXECUTIVE SESSION at 7:34 p.m.

a) Approve MOU with Tahlequah Fire Department as discussed in Executive Session.

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

- b) **No action required** pertaining to confidential communications between a public body and its attorney concerning a pending investigation, claim or action.
- c) **No action required** on matters pertaining to Economic Development concerning Project Leaf.
- d) **No action required** related to Case No. CV-2024-00370, Watts vs. City of Tahlequah.
- e) **No action required** on the expenditure/obligation of the American Rescue Fund.
- f) Meeting adjourned at 8:03 p.m.