

MINUTES
TAHLEQUAH CITY COUNCIL - REGULAR MEETING
TUESDAY SEPTEMBER 4, 2018- 7:00 PM
CITY HALL COUNCIL CHAMBERS – 111 S. CHEROKEE AVE.

1. MEETING CONVENED

Meeting **called to order** by Mayor Nichols at 7:03 pm.
City Clerk DeAnna Hammons Called the **Roll call as follows:**

Present:	Councilor Ward II	Dower Combs
	Councilor Ward III	Stephen Highers
	Councilor Ward IV	Joshua Bliss

Absent:	Councilor Ward I	Bree Long
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OTHERS PRESENT: City Attorney Grant Lloyd, City Administrator Ed Carr, City Treasurer Lanny Williams, Finance Director Danya Curtis, Fire Chief Ray Hammons, Police Chief Nate King, Emergency Director Mike Underwood, Planning and Development Director Clinton Johnson, Personnel Director M'Lynn Pape, IT Department Randy Powell, Public Relations Jami Murphy.

Invocation – Police Chief Nate King
Flag salute.

PUBLIC COMMENTS

Todd Mutzig spoke regarding concern about parking in the north end of Tahlequah.

3. CONSENT AGENDA

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

- To approve the **minutes** of the August 6, 2018 City Council Meetings.
- To acknowledge receipt of the **Financial** Reports from June & July, 2018.
- To approve budget amendment 09/04/2018 and reallocation.
- To approve budget amendment 09/04/2018-A and reallocation.
- To **hire Debora Coyote** as a **part-time 999** Laborer in the **Parks Department**.
- To **hire JJ Perry** as a **part-time 999** Laborer in the **Parks Department**.

To **hire Alex Walker** as a **part-time 999 Laborer** in the **Parks Department**.

To accept the resignation from Denton Hopkins, as foreman, in the Parks Department, effective August 29, 2018.

To approve **Resolution No. 09-04-18** for the **30th Supplemental** of the City of Tahlequah Code.

To accept the transfer and/or donation of a 2001 Chevy 1 ton flatbed 4x4 VIN# 1GCJK39G21E317055 and a 2008 Chevy ½ ton 4x4 VIN# 1GCEK19J58Z289626 from NOPFA Gas Authority.

To **amend** the step and grade of **Human Resource Director M'Lynn Pape** from a T112, Step 4 to a **T122, Step 4, retroactive to the date of her employment as Human Resource Director**.

To **amend** the step and grade of **Animal Control Officer/Code Enforcement Officer Vickie Green** from a T112, Step 2 to a **T113, Step 3, retroactive to the date of her employment as Animal Control Officer/Code Enforcement Officer**.

To approve the **payment of \$26, 005.50 into the Court in City of Tahlequah v. LG Holdings LLC, et al. Cherokee Co. Case No. CJ-18-102**.

Vote: Ayes: Bliss, Combs, Highers Nays: none

Motion carried.

4. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for September Employees:

Jason Girdner – 10 years - Police Department

Keith Manus – 20 years – Parks Department

Tahlequah Police Department.- none

Report from Library-none

Report from Tahlequah Convention and Visitors Bureau – written / verbal

Report from Chamber of Commerce - verbal

Report from the Tahlequah Main Street Association – none

Reports from City Departments: Parks Department,

Solid Waste – none

Street Department –none

Fire Department – none

911 Department – none

REGULAR SESSION

5. Councilor Combs had previously removed To **hire a part-time 999 Laborer in the Recreation Department** from the consent agenda for clarification.

Councilor Bliss made the motion and Councilor Combs seconded to hire Kelly Lenard and

Thomas Reed both as part-time 999 Laborers in the Recreation Department.

Vote: Ayes: Highers, Bliss, Combs, Nays: none Motion carried

6. Councilor Combs made a motion and Councilor Highers seconded to exit regular session and enter into executive session at 7:16 p.m.

Vote: Ayes: Highers, Bliss, Combs Nays: none Motion Carried

7. **Mayor Nichols reconvened regular meeting at 9:29 p.m.**

8. Councilor Combs made a motion and Councilor Highers seconded **to accept a lease proposal from Tahlequah Trails and/or Oklahoma Earthbike Fellowship, Inc. for the purpose of Bike Trails** related to real property owned by the City of Tahlequah, more particularly described as S1/2 of the SE1/4 of the SE1/4 of Section 15 and the NE1/4 of the NE1/4 and the E1/2 of the SE1/4 of the NW1/4 of the NE1/4 of Section 22, all in Township 17 North, Range 22 East, all in Township 17 North, Range 22 East of the Indian Base and Meridian, Cherokee County, OK, according to the United States Survey thereof, containing 65 acres more or less.

Vote: Ayes: Combs, Highers Nays: Bliss Motion Carried

9. Councilor Combs made a motion and Councilor Highers seconded to approve a real estate contract for the purchase of 40 acres of real property located adjacent to the West boundary of the existing 65 acres of vacant property owned by the City of Tahlequah, more particularly describe as follows the SW1/4, of the SE1/4 of Section 15, Township 17 North, Range 22 East, Cherokee County, OK, according to the United States Survey thereof for \$85,000.00 to ease access to the adjacent City owned property and build additional trails.

Vote: Ayes: Combs, Highers, Nays: Bliss Motion Carried

10. **No action taken** related to the purchase and/or appraisal of real property at or around the following locations: 213 Basin Avenue, 609 Guinn Ave, 610 Guinn Avenue, 819 Guinn Avenue, 401 Park Avenue, 403 Park Avenue, 404 Park Avenue, 405 Park Avenue, South Park Street all in Tahlequah, OK 74464.

11. **No action taken** related to actions and/or inactions of the current City Treasurer and potential removal and/or replacement of the current City Treasurer.

12. Councilor Combs made a motion and Councilor Highers seconded to withdraw and/or utilize the Capital One Bank USA Certificate of Deposit with Edward Jones in the approximate amount of \$240,000.00 on or after its upcoming date of maturity and/or October 16, 2018 to be used toward the purchase of 40 acres identified in agenda item # 9 and/or put funds in a City property purchase or equivalent account.

Vote: Ayes: Combs, Highers Nays: Bliss Motion Carried

13. **No action taken to lease real property** located near the southwest corner of the Intersection of **Airport Parkway and Phoenix Avenue**, more particularly described as follows, the eastern half of the northwest quarter, of the northeast quarter and the eastern half of the western half, of the western half, of the northeast quarter of Section 30, all in Township 17 North, Range 22 East of the Indian Meridian, Cherokee County, Oklahoma.

Mayor Nichols combined agenda items # 14, #15, & #16

14. Councilor Highers made a motion and Councilor Bliss seconded to adopt **Resolution No. 09-04-18-A** approving obtaining a right of way for **East Ross roadway improvement**.

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15. to adopt **Resolution No. 09-04-18-B** approving obtaining a right of way for **East Ross roadway improvement**.

&

16. to adopt **Resolution No. 09-04-18-C** approving obtaining a right of way for **East Ross roadway improvement**.

Vote: Ayes: Bliss, Combs, Highers Nays: none Motion Carried

17. Councilor Combs made a motion and Councilor Highers seconded to **hire** Jennifer Cruwell as an **Administrative Assistant** at a Grade 114, Step 3 in the Managerial Department.

Vote: Ayes: Combs, Highers, Bliss Nays: none Motion Carried

18. Councilor Bliss made a motion and Councilor Combs seconded to accept OMAG's **Insurance proposal** and retain for property insurance services.

Vote: Ayes: Combs, Highers, Bliss Nays: none Motion Carried

19. Councilor Bliss made a motion and Councilor Combs seconded to **hire Barry Spyres to perform** the compilation **for FY 2017-2018** in preparation for the annual audit.

Vote: Ayes: Highers, Bliss, Combs Nays: none Motion Carried

20. Councilor Bliss made a motion and Councilor Highers seconded to **approve spending \$17,423.25** for materials to **rebuild a 700' portion of Douglas Avenue.**

Vote: Ayes: Bliss, Combs, Highers Nays: none Motion Carried

21. Councilor Highers made a motion and Councilor Combs seconded to **accept the bid in the amount of \$135,104.00 from Deep South for a Cab/Chassis Fire Rescue Truck.**

Vote: Ayes: Combs, Highers , Bliss Nays: none Motion Carried

22. Councilor Highers made a motion and Councilor Combs seconded to **accept a bid** from H & G Paving Contractors, Inc. in the amount of \$71,910.53 for the Street Improvements 2018 – **Redbud Project # 2011.**

Vote: Ayes: Combs, Highers , Bliss Nays: none Motion Carried

23. Councilor Highers made a motion and Councilor Combs seconded to **accept a bid** from Rosco, Inc. in the amount of \$186,777.20 for the Street Improvements 2018 – **North Parking Area, Anthis Brennan Sports Complex Project # 2012.**

Vote: Ayes: Highers , Bliss, Combs Nays: none Motion Carried .

24. Councilor Highers made a motion and Councilor Combs seconded to **accept a bid** from H & G Paving Contractors, Inc. in the amount of \$47,796.84 for the Street Improvements 2018 – **Kingston Place Project # 2013.**

Vote: Ayes: Bliss, Combs, Highers Nays: none Motion Carried .

25. Councilor Highers made a motion and Councilor Combs seconded to allow **Recreation Department** to use budgeted money to **purchase/install additional Surveillance from Digi in the amount of \$13,724.32 waving quoting requirements to continue compatible with existing equipment at the Armory Municipal Building a/k/a AMC.**

Vote: Ayes: Combs, Highers, Bliss Nays: none Motion Carried .

26. Councilor Combs made a motion and Councilor Highers seconded to **declare City owned IT equipment and furniture as excess**, to include the following: 65 Desktop Computers, 6 laptops, 5 servers, 4 switches, 24 printer / fax, 5 CRT Monitors, 13 Chairs, 3 Metal desks, 2 wood book cases, and/or permit disposal of the same.

Vote: Ayes: Combs, Highers, Bliss Nays: none Motion Carried .

Mayor Nichols combined agenda items #27 and #28.

27. Councilor Highers made a motion and Councilor Combs seconded to **hire Rockie Neugin at a T114 Step 3 Foreman in the Recreation Department.**

&

28. to **hire Aaron Chuculate at a T112 Step 1 as a Laborer in the Recreation Department.**

Vote: Ayes: Bliss, Combs, Highers Nays: none Motion Carried

29. Councilor Highers made a motion and Councilor Combs seconded to approve the **job description for Assistant Fire Marshall.**

Vote: Ayes: Combs, Highers, Bliss Nays: none Motion Carried

30. Councilor Highers made a motion and Councilor Bliss seconded to **approve the Plat for Lake Worth Addition** located near the southwest intersection of Downing Street and the Highway No. 82 Bypass.

Vote: Ayes: Combs, Highers, Bliss Nays: none Motion Carried

31. **No action taken** to adopted **Ordinance No.1265-2018**, amending Parts 12, Planning and Development and 14, Streets and Public Works, and creating Part 12, Chapter 9, Outdoor Parklets.

32. Councilor Bliss made a motion and Councilor Highers seconded to adopt **Ordinance No. 1266-2018**, vacating or closing part of a sanitary sewer easement located on a tract of land in Lots 2 and 3, Block 2 of Thompson Addition to the City of Tahlequah, Oklahoma, more particularly described as follows, to-wit: Beginning at a point on the East boundary of said Lot 2 and 24.34 feet North of the Southeast corner of said Lot 2; thence N 0°06' W, along the East boundary of said Lot 2, 2.84 feet; thence West, 83.47 feet; thence South 11.81 feet; thence N 83°52' E, 83.98 feet to the Point of Beginning.

Vote: Ayes: Bliss, Combs, Highers

Nays: none Motion Carried

33. Discussion item only. No action needed to adopted Ordinance No. 1267-2018, amending Part 12, Planning and Development, Chapter 2, Zoning, General and District Provisions.

34. No mid-month special meeting was scheduled at this time.

35. **Councilor Highers made a motion and Councilor Combs seconded to adjourn meeting at 11:31 p.m.**

Vote: Ayes: Combs, Highers, Bliss

Nays: none Motion Carried