

# MINUTES

## TAHLEQUAH CITY COUNCIL - SPECIAL MEETING

Date/Time of

City Council Meeting:

Monday, September 21, 2020 at 5:30 p.m.

Place of Meeting:

The meeting was held by Videoconference and/or Teleconference. See 25 O.S. §307.1(C).

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### 1. MEETING CONVENED

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Meeting **called to order** by Mayor Catron at 5:34 p.m.

City Clerk DeAnna Hammons Called the **Roll call as follows:**

#### 2. Roll call.

**Present:**

|                    |                 |
|--------------------|-----------------|
| Councilor Ward I   | Bree Long       |
| Councilor Ward II  | Dower Combs     |
| Councilor Ward III | Stephen Highers |
| Councilor Ward IV  | Trae Ratliff    |

**Others Present:**

Mayor Sue Catron, City Attorney Grant Lloyd, City Clerk DeAnna Hammons, Interim City Administrator Alan Chapman, City Treasurer Marty Hainzinger

**Absent:** none

#### 3. Public Notice: A Public Notice of meeting was provided September 14, 2020 at 3:18 p.m.

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### 4. PUBLIC INSTRUCTIONS:

**Videoconference and/or Teleconference Access Instructions for Public Attendance at the Meeting:** the Public may remotely attend this meeting by joining the Zoom meeting via the web or the Zoom app ([www.zoom.us](http://www.zoom.us)) **Access Code: 864 7667 5655 Password: 283771.** Materials presented electronically to Councilors that attend remotely will be made available to those Councilors via the Zoom meeting platform and/or or another digital platform. If you wish to receive a copy of any materials that are presented to the City Council via Zoom or otherwise, please submit your request to [cityclerk@cityoftahlequah.com](mailto:cityclerk@cityoftahlequah.com).

**Videoconference and/or Teleconference Notice:** This meeting will include communication by City Staff to the City Council, and those communications may be by auditory communication or by visual and auditory communication. Communication by and between the City Council and/or members of the Public may be limited to auditory only communication.

The Public may ask questions during the discussion of each agenda item by typing the word “question” along with his or her name in the chat bar and waiting to be called on. If communicating via the Zoom Videoconference and/or Teleconference, the Mayor will call upon you to unmute yourself so that you may speak. Only questions spoken out loud are allowed to be responded to. Please do not type out your questions in the chat bar.

Should there be any technical difficulties during the meeting please refer to the City of Tahlequah website and/or City of Tahlequah Facebook page as the City will address any issues and/or provide further instructions.

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5. **PUBLIC COMMENTS** - There were no public comments.

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6. Discussion and **update** from the **Crisis Task Force**.

7. Discussion and **update** from the **Recovery Task Force**.

8. Councilor Highers made a motion and Councilor Ratliff seconded to acknowledge receipt of the **August 2020 financials**.

*Vote:* Ayes: Long, Combs, Highers, Ratliff      Nays: none      Motion carried.

9. Councilor Highers made a motion and Councilor Ratliff seconded to **appoint Bree Long as a nonvoting member to the Chamber of Commerce Board of Directors**.

*Vote:* Ayes: Ratliff, Highers, Combs      Abstained: Long      Nays: none other than abstention      Motion carried.

➤ Mayor Catron moved agenda item # 19 to be heard before agenda item #10.  
19. Councilor Highers made a motion and Councilor Long seconded to accept the **2018-2019 Audit as presented by Arledge & Associates, P.C.**

*Vote:* Ayes: Ratliff, Long, Combs, Highers      Nays: none      Motion carried.

10. Councilor Highers made a motion and Councilor Ratliff seconded to approve the **new easement** between **William T. Looney and Margaret Looney** and release the then existing blanket easement covering the Looney property situated in Cherokee County, Oklahoma, to-wit : A tract of land lying in and being a part of the W2 of the NE4 of the NW4 of Section 32, Township 17 North, Range 22 East of the Indian Base and Meridian, more particularly described as follows, to-wit: Beginning at a point on the West boundary and 462.2 feet South of the Northwest corner of said W2 NE4 NW4; thence S 0° 17' 10" E, along the West boundary of said W2 NE4 NW4, 295.76 feet; thence N 89° 33' 28" E, 128.04 feet; thence S 85° 15' 37" E, 254.14 feet; thence N 59° 20' 14" E, 39.47 feet; thence N 8° 47' 26" E, 63.93 feet; thence N 2° 32' 17" W,

230.84 feet; thence N 89° 44' 49" W, 416.29 feet to the Point of Beginning, Cherokee County , Oklahoma.

*Vote:* Ayes: Highers, Ratliff, Long, Combs      Nays: none      Motion carried.

➤ **Councilor Long exited meeting at 6:00 p.m.**

11. Councilor Highers made a motion and Councilor Combs seconded to accept the **OPC contracts for road litter pick up in the amount of \$2,101.00 per month and recycling services in the amount \$1,666.67 per month.**

*Vote:* Ayes: Ratliff, Combs, Highers      Nays: none      Motion carried.

12. Councilor Highers made a motion and Councilor Ratliff seconded to approve the **“Buy a Bench Program.”**

*Vote:* Ayes: Combs, Highers, Ratliff      Nays: none      Motion carried.

13. Councilor Highers made a motion and Councilor Combs seconded to accept and approve the **2020 Coronavirus Emergency Supplemental Funding (CESF) Grant** from the District Attorney Council for equipment and other, in the amount of \$26,712.21.

*Vote:* Ayes: Combs, Highers, Ratliff      Nays: none      Motion carried.

➤ **Councilor Long returned to meeting at 6:09 p.m.**

14. Councilor Long made a motion and Councilor Highers seconded to approve the **Service Agreement with Meshek and Associates, LLC**, contingent up on the grant award notification and a memorandum of understanding with the County to split matching cost, with the City’s obligation being no more than \$18,750, for the development of the Hazard Mitigation Plan for the City of Tahlequah.

*Vote:* Ayes: Highers, Ratliff, Long, Combs      Nays: none      Motion carried.

15. Discussion item only to approve **Ordinance No. 1310-2020 amending Part 12, Planning, Zoning, and Development; Chapter 2, Zoning, General and District Provisions; Chapter 3 Zoning, Additional Regulations; Chapter 6, Factory Built Structures and Travel Trailer Regulations** of the Code of Ordinances of the City of Tahlequah.

16. Councilor Ratliff made a motion and Councilor Long seconded to approve the updated **Tahlequah Regional Airport Rules and Regulations, Contract Templates, and Operation Information.**

*Vote:* Ayes: Long, Combs, Highers, Ratliff      Nays: none      Motion carried.

17. Councilor Highers made a motion and Councilor Combs seconded to close **Safe Oklahoma Grant (Fund 396)**.

*Vote:* Ayes: Combs, Highers, Ratliff, Long      Nays: none      Motion carried.

18. Councilor Ratliff made a motion and Councilor Long seconded to close **Tide 8 Grant (Fund 397)**.

*Vote:* Ayes: Highers, Ratliff, Long, Combs      Nays: none      Motion carried.

19. **Mayor Catron moved agenda item # 19 to be heard before agenda item #10.**

20. Councilor Combs made a motion and Councilor Ratliff seconded to **amend the FY 2020/2021 Budget** to reflect receipt of **CARES Act funding totaling \$1,296,412.32**.

*Vote:* Ayes: Long, Combs, Highers, Ratliff      Nays: none      Motion carried.

21. **Councilor Ratliff made a motion and Councilor Highers seconded to adjourn meeting at 6:41 p.m.**

*Vote:* Ayes: Combs, Highers, Ratliff, Long      Nays: none      Motion carried.