

MINUTES
TAHLEQUAH CITY COUNCIL - REGULAR MEETING
MONDAY NOVEMBER 6TH 2017 - 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 I	Bree Long
	Councilor Ward II	Dower Combs
	Councilor Ward III	Stephen Highers
	Councilor Ward IV	Joshua Bliss

OTHERS PRESENT: : City Attorney Grant Lloyd, City Administrator Ed Carr, Street Commissioner Wayne Ryals, City Treasure Lanny Williams, Finance Director Danya Curtis, Fire Chief Ray Hammons, Planning and Development Director Clinton Johnson, Personnel Director Jessica Petty, Solid Waste Les Ford, Cemetery Director Richard Smith, IT Department Randy Powell, Public Relations Jamie Murphy, News Media Tesina Jackson.

Invocation – Mitch Parnell – Grace Baptist Church
Flag salute.

PUBLIC COMMENTS

2. * Kirk Boatright made comments regarding the upcoming final ODOT direction for State Hwy 82.
 *Buffy Guthrie made comments regarding her concern with recent the break-in's in her neighborhood and asked the City to consider extra patrol and lighting to help out with this issue.
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3. CONSENT AGENDA

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

Approve the **minutes** of the October 2nd and October 16th 2017 City Council Meetings
To promote Casey Barnhart from a part-time labor in the Parks Department, at a full-time Labor in the Parks Department T112 step 1.

To hire Brandon Spradlin as a part-time, 999 laborer, in the Parks Department.
To hire Braxus Ford as a part-time, 999 laborer, in the Parks Department.
To hire Johnny Worth as a part-time, 999 laborer, in the Parks Department.
Reappoint Richard Zellner to the Historic Preservation Board.

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

4. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for November Employees:

Joe Enlow Jr. – 5 years Tahlequah Fire Department

Nikki Warren – 5 years Solid Waste Department

Report from Library- no report given

Report from Tahlequah Convention and Visitors Bureau - no report given

Report from Chamber of Commerce - no report given

Report from the Tahlequah Main Street Association - no report given

Reports from City Departments:

Solid Waste – written

Street Department – written

Fire Department – Power point presentation and verbal

REGULAR SESSION

5. The **Financial** Reports from June, July and August 2017 and the **2018 Meeting Schedules** were previously removed from the Consent Agenda.

No action was taken of the Financial Reports from June, July and August 2017.

Councilor Long made a motion and Councilor Combs seconded to approve the 2018 Meeting Schedules with the change of the Airport Board all days from Tuesdays to the following Thursdays except that the November 2018 meeting shall be held on November 26, 2018 at 5:30 p.m. due to the Thanksgiving Holiday.

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

6. Discussion and **presentation** item only on the **Tahlequah Fire Department remodel**.

7. **Presentation by Oklahoma Department of Transportation** on work planned for the Bertha Parker Bypass in the Spring of 2018.
8. There was no action taken to approve a **Memorandum of Agreement** between the **City of Tahlequah** and **Dusty Fore, D.B.A. Tahlequah Skate House**.
9. Councilor Highers made a motion and Councilor Combs seconded on accepting a **Bid from Broken Arrow Electric Supply Inc. in the amount of \$130,829.38** for **Lighting for softball fields at Anthis Brennan Sports Complex**.

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

10. Councilor Combs made a motion and Councilor Highers seconded on accepting a **bid from BSN Sports in the amount of \$41,489.44** for **Softball Sports Equipment**.

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

11. Councilor Long made a motion and Councilor Bliss seconded to approve **purchase** of a **2019 Freightliner 108 SD truck** with a 15' Dump Bed, an 11' X 36" Snow Plow and a Stainless Steel Sand Spreader in the amount of \$142,165.20.

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

12. Councilor Long made a motion and Councilor Highers seconded for the City to **accept the Donation** of a **2004 bucket truck** from **Tahlequah Public Works Authority**.

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

13. Councilor Highers made a motion and Councilor Combs seconded pertaining to **hiring Barry Spyres CPA in an amount up to \$24,500 to prepare** the yearly **compilation for FY 2016-2017** for the City of Tahlequah; the Council further directed the Mayor to enter into an appropriate Memorandum of Understanding on behalf of the City with Barry Spyres CPA in this regard.

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

14. Councilor Combs made a motion and Councilor Highers seconded to **accept** the **Alternate Bid from Hunger Skateparks LLC in the amount of \$94,750.00** for the construction of a skatepark **bowl feature** at the location of the Sequoyah Park City Pool.

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

15. Councilor Combs made a motion and Councilor Highers seconded to **approve the Inner Department Budget Transfer/ Reallocation** from the Reserve for **White Avenue to Skate Park** in the amount of \$94,750.00

Vote: Ayes: Combs, Highers, Mayor Nays: Long Abstain: Bliss Motion Carried

*Councilor Combs made a motion and Councilor Long seconded to take a recess at 8:36 p.m.

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

*Councilor Long made a motion and Councilor Combs seconded to reconvene the meeting at 8:45 p.m.

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

16. Councilor Combs made a motion and Councilor Highers seconded to approve a **Special Use Permit** for the placement of a **Verizon Cell Tower** at the **Anthis-Brennan Sports Complex**.

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

17. **Discussion item only.** No action needed to adopt **Ordinance No. 1249-2017, rezoning** the property located at the northwest corner of the intersection of **College Avenue and Morgan Street**, from Two-Family Dwelling District (R-2) to Neighborhood Commercial District (C-1).

18. Councilor Bliss made a motion and Councilor Combs seconded to **place no parking signs** on the North side of **Morgan Street from Cherokee Avenue to College Avenue**.

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

19. Discussion and direction given to issue appropriate legal notices pursuant to 11 O.S. § 21-103 related to **Ordinance No. 1250-2017, annexing** the property located on the **East side of Cherokee Springs Road** in Cherokee Springs Plaza.

20. Councilor Highers made a motion and Councilor Long seconded to **hire Jessie Barnard as an Administrative Assistant** in the Managerial Department at a T114 Step 1.

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

21. Councilor Long made a motion and Councilor Highers seconded to **hire Heather Torrento as a Cashier** in the Managerial Department at a T111 Step 4.

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

22. Councilor Long made a motion to table this item with no seconded motion.

No action was taken to **amend Section 405-Illness and Injury**, of the Employee Handbook of Personnel Policies.

23. No action was taken to **amend Section 403-Annual Leave**, of the Employee Handbook of Personnel Policies.

24. No action was taken to **pay or not pay employees who have accrued over 1000 hours of sick leave.**

25. Discussion item only. No action needed on the **Creation of Training and Continuing Education policy** for the **City of Tahlequah Employees.**

26. No action was taken to **approve Travel Policy** for the City of Tahlequah Employees and Elected officials.

27. There will be no mid-month special meeting for November 2017.

28. **Councilor Combs made a motion and Councilor Long seconded to Adjourn meeting at 9:46 p.m.**

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