

AGENDA
TAHLEQUAH CITY COUNCIL - REGULAR MEETING
TUESDAY, AUGUST 1, 2016 - 7:00 PM
CITY HALL COUNCIL CHAMBERS – 111 S. CHEROKEE AVE.

1. **MEETING CONVENED**

Meeting called to order.

Roll call.

Invocation – Pastor Barry Nall from Cavalry Assembly Church.

Flag salute.

2. **PUBLIC COMMENTS**

Comments will be accepted from the general public concerning topics that are not included in the meeting's agenda. Individuals will be limited to 3 minutes of speaking time and the cumulative total of all comments from the public shall not exceed 15 minutes. Preference will be given to Tahlequah citizens. In compliance with the Oklahoma Open Meeting Act, no action or discussion is permitted by the City Council on any issue or topic raised by a speaker during this public comment period.

3. **CONSENT AGENDA**

These items are placed on the **Consent** Agenda so that members of the City Council, by unanimous consent, can designate routine items to be approved by one motion. Any item proposed on the Consent Agenda not meeting with the approval of all Council members will be removed and heard in Regular Session.

Approve the **minutes** of the July 5 and 18, 2016 City Council Meetings

Approve General Fund **Reallocation** in the amount of \$6,723.42, July 2016 step raises

Approve Bond Improvement Fund II **Budget Amendment** # 01 increasing appropriations by \$653.43 and decreasing appropriations by \$508,288.10, to decrease budget due to difference in projected expenditures during budget process and decreased fund balance carryover

Promote Kaison Denney from a part-time laborer in the **Park** Department to a full-time laborer in the Park Department at Grade 3

Promote Denton Gourd **from** a full-time laborer in the **Park** Department at Grade 3, **to** a full-time Maintenance Tech. in the **Maintenance** Department at Grade 4

Promote Nico Pugliese **from** a part-time laborer in the **Rec** Department **to** a full-time laborer in the **Park** Department at Grade 3

Accept the **termination** of Aaron Crawley as a part-time lifeguard in the **Rec Dept.**

Accept the **termination** of Seth Campbell as a part-time lifeguard in the **Rec Dept.**

Accept the **termination** of Conner Nelson as a part-time lifeguard in the **Rec Dept.**

Hire Lilly Sosa as a part-time lifeguard in the **Rec Dept.**

Promote Cory Keele to Sergeant in the Police Department
Reappoint Mark Gish and Steve Worth to the Tahlequah Industrial Trust Authority

4. **ANNOUNCEMENTS, PRESENTATIONS AND REPORTS**

Recognition of Years of Service for August Employees: Todd Carnes in Police Department – 10 years, Delbert Hinds in Street Department – 15 years, Ted Kupsick in Fire Department – 25 years
Report from Library – Robin Mooney (written)
Report from Tahlequah Convention and Visitors Bureau – Melissa Harris (written)
Report from Chamber of Commerce.
Report from the Tahlequah Main Street Association.
Reports from City Departments: Fire Department, Street Department

REGULAR SESSION

5. Discussion and possible action on items removed from the **consent** agenda.
6. Discussion and possible action on **awarding a quote** for the **repair** of the Fire Station # 1 **roof**. Chief Hammons.
7. Discussion and possible action to adopt a **resolution** in support of the new **Hwy 82 N ODOT** plan. Kirk Boatright.
8. Discussion and possible action to enter into an **agreement** for the **videoing** of the City Council **meetings**. Councilor Bliss.
9. Discussion and possible action to amend the Section “302-Pay Period” in the Personnel Policy and Procedure Handbook to read as follows: (Mayor Nichols)
The pay period is semi-monthly with payroll periods ending on the 10th and 25th of each month. Pay checks will be issued on the 15th of the month and on the last working day of the month. If the 15th falls on a Saturday or Sunday, paychecks will be issued on Friday. Prior written authorization must be received in the Human Resources Director’s Office before a pay check will be released to anyone other than the employee or the Department Head. If an authorized holiday falls on pay day, checks will be issued on the day preceding the holiday. The normal work week is eight hours per day - forty hours per week.

In place of:

The pay period is semi-monthly with payroll periods ending on the 10th and 25th of each month. Pay checks will be issued on the 15th of the month and on the last working day of the month. If the 15th falls on a Saturday, paychecks will be issued on Friday; if the 15th falls on a Sunday, paychecks will be issued on Monday. Prior written authorization must

be received in the Human Resources Director's Office before a pay check will be released to anyone other than the employee or the Department Head. If an authorized holiday falls on pay day, checks will be issued on the day preceding the holiday. The normal work week is eight hours per day - forty hours per week.

10. Discussion and possible action to approve a **design services** agreement with Intertribal Building and Development for the **skate park**. Mayor Nichols.
11. Discussion and possible action to approve a **modification** of the retail enhancement **agreement** with the Tahlequah Area **Chamber** of Commerce. Mayor Nichols.
12. Discussion and possible action to accept **Tahlequah Public School Grant** Award of \$5,000.00, approve cash loan of \$5,000.00 from General Fund and approve grant budget of \$5,000.00. Marcie Gilliam/Chief King.
13. Discussion and possible action to **establish** "Department of Justice Task Force Obligation Overtime" **Grant** Fund, approve cash loan of \$2,000.00 from General Fund and approve the Grant Budget of \$2,000.00. Marcie Gilliam.
14. Discussion and possible action to **renew** the **agreement** with Oklahoma Department of Corrections for the **rental** of office space at 311 S. Muskogee Ave. in the amount of \$600.00 a month.
15. Discussion and possible action to **hire** Jonathon Pilcher as a full-time laborer in the **Park Department** at a Grade 3, Step1. Jessica Petty.

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16. **PROPOSED EXECUTIVE SESSION** - Motion to exit regular session and enter into executive session.

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- ❖ Discussion on the 2016-2017 **contract** with **FOP** Lodge 201, as provided in O. S. Title 25, Section 307 (B) (2).
 - ❖ Discussion to **hire** an Administrative Assistant in the **Managerial** Department, as provided in O. S. Title 25, Section 307 (B) (1).

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17. **Reconvene** Regular Meeting.
 18. Discussion and possible action on the 2016-2017 **contract** with **FOP** Lodge 201.
 19. Discussion and possible action to **hire** an Administrative Assistant in the **Managerial** Department.
 20. Discussion on the **mid-month** special **meeting**.
 21. **Adjourn**.