

**AGENDA**  
**TAHLEQUAH CITY COUNCIL - REGULAR MEETING**  
**MONDAY, NOVEMBER 6<sup>TH</sup>, 2017 - 7:00 PM**  
**CITY HALL COUNCIL CHAMBERS – 111 S. CHEROKEE AVE.**

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1. **MEETING CONVENED**

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Meeting called to order.

**Roll call.**

**Invocation – Mitch Parnell – Grace Baptist Church**

**Flag salute.**

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2. **PUBLIC COMMENTS**

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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.

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3. **CONSENT AGENDA**

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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 October 2<sup>nd</sup>, and October 16<sup>th</sup>, 2017 City Council Meetings  
(pgs 1-8)

Acknowledge receipt of the **Financial** Reports from June, July and August 2017

To promote Casey Barnhart from a part-time labor in the Parks Department, to a full-time Labor in the Parks Department T112 at 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.

Approve the **2018 Meeting Schedules** for the following Boards, Committees, Trusts, etc...:

Public Nuisance Abatement Board, Airport Board, Board of Adjustments, Cemetery

Advisory Board, Eastern Oklahoma District Library System, Golf Course Advisory Board,

Historic Preservation, Industrial Trust Authority, Joint Airport Zoning Board, Park Board,

Planning and Zoning Commission, Recreation Advisory Board, Tahlequah City Council, Tahlequah Education Facilities Authority, and Tahlequah Public Facilities Authority.  
(pgs 9-24)

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#### 4. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

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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

Report from Tahlequah Convention and Visitors Bureau

Report from Chamber of Commerce

Report from the Tahlequah Main Street Association

Reports from City Departments: Street Department, Solid Waste (pgs 25-27)

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#### REGULAR SESSION

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5. Discussion and possible action on items removed from the **consent** agenda.
6. Discussion and **presentation** on the **Tahlequah Fire Department remodel**. Fire Chief Ray Hammons
7. **Presentation** by **Oklahoma Department of Transportation** on work planned for the Bertha Parker Bypass in the Spring of 2018.
8. Discussion and possible action to approve a **Memorandum of Agreement** between the **City of Tahlequah** and **Dusty Fore, D.B.A. Tahlequah Skate House**. Charles Poteet / Jacki Moyer
9. Discussion and possible action on accepting a **bid** for **Lighting for softball fields at Anthis Brennan Sports Complex**. Parks Director Charles Poteet (pgs 28-80)
10. Discussion and possible action on accepting a **bid** for **Softball Sports Equipment**. Park Director Charles Poteet (pgs 81-94)
11. Discussion and possible action 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. Street Commissioner Wayne Ryals (pgs 95-96)

12. Discussion and possible action to **accept donation** of a **2004 bucket truck** from **Tahlequah Public Works Authority** to the City of Tahlequah. Street Commissioner Wayne Ryals
13. Discussion and possible action pertaining to the **hiring** of a **CPA to prepare** the yearly **compilation for FY 2016-2017** for the City of Tahlequah. Finance Director Danya Curtis (pgs 97-98)
14. Discussion and possible action 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. Planning and Development Director Clinton Johnson (pgs 99-106)
15. Discussion and possible action to **approve** the **Inner Department Budget Transfer/ Reallocation** from the Reserve for **White Avenue to Skate Park** in the amount of \$94,750.00 Planning and Development Director Clinton Johnson (pg 107)
16. Discussion and possible action to approve a **Special Use Permit** for the placement of a **Verizon Cell Tower** at the **Anthis-Brennan Sports Complex**. Planning and Development Director Clinton Johnson (pgs 108-122)
17. **Discussion** 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). Planning and Development Director Clinton Johnson (pg 123)
18. Discussion and possible action to **place no parking signs** on the North side of **Morgan Street from Cherokee Avenue to College Avenue**. Planning and Development Director Clinton Johnson
19. **Discussion** to adopt **Ordinance No. 1250-2017, annexing** the property located on the **East side of Cherokee Springs Road** in Cherokee Springs Plaza. Planning and Development Director Clinton Johnson (pgs 124-127)
20. Discussion and possible action to **hire an Administrative Assistant** in the Managerial Department. Human Resource Director Jessica Petty
21. Discussion and possible action to **hire a Cashier** in the Managerial Department at. Human Resource Director Jessica Petty
22. Discussion and possible action to **amend Section 405-Illness and Injury**, of the Employee Handbook of Personnel Policies. Human Resource Director Jessica Petty (pgs 128-129)

23. Discussion and possible action to **amend Section 403-Annual Leave**, of the Employee Handbook of Personnel Policies. Human Resource Director Jessica Petty (pgs 128-129)
24. Discussion and possible action to **pay employees who have over 1000 hours of sick leave, 1 hour for every 4 hours for anything over 1000 hours, to bring them down to the 1000 max**. Human Resource Director Jessica Petty (Pgs 128-129)
25. Discussion on the **Creation of Training and Continuing Education policy** for the **City of Tahlequah Employees**. Councilor Bliss
26. Discussion and possible action to **approve Travel Policy** for the City of Tahlequah Employees and Elected officials. City Administrator Ed Carr (pgs 130-143)
27. Discussion on the **mid-month special meeting**.
28. **Adjourn.**