

AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of
City Council Meeting: Monday, February 7, 2022 at 5:30 p.m.
Place of Meeting: The meeting will be held at 111 Cherokee Ave. Tahlequah, OK
74464 (voting members of the public body will be present in person)
and by Videoconference and/or Teleconference.

All voting members of the public body will attend the meeting in person, any member of the public, nonvoting elected officials, and/or City staff may attend the meeting in person with appropriate distancing or remotely by Zoom Videoconference and/or Teleconference. Instructions for remote attendance are provided below.

Join “Zoom” Meeting
Meeting ID: 873 1830 2170
Passcode: 4560651

1. MEETING CONVENED

Meeting called to order

Roll call

Invocation – Gene Haddock – Cross Roads Ministries

Flag Salute

Public Notice: A Public Notice of meeting was provided November 15, 2021 at 2:36 p.m. to the Secretary of State of Oklahoma and additional notice was provided February 2, 2022 at 11:38 a.m.

2. PUBLIC INSTRUCTIONS:

Videoconference and/or Teleconference Access Instructions for Public Attendance at the Meeting: the public, nonvoting elected officials, and City staff may remotely attend this meeting by joining the Zoom meeting via the web or the Zoom app (www.zoom.us) **Access Code 873 1830 2170 Password 4560651**. If you wish to receive a copy of any materials that are presented to the City Council, please submit your request to cityclerk@cityoftahlequah.com.

Videoconference and/or Teleconference Notice: This meeting may include communication by members of the public, nonvoting elected officials, and/or City staff to the City Council, and those communications may be by auditory communication or by visual and auditory communication.

Those attending via the Zoom Videoconference 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.

3. 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 residents. 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.

If you wish to comment type the word "Comment" along with your name in the chat bar and wait to be called on.

4. 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.

- a) To approve the minutes of the January 3 & January 19, 2022 City Council meetings.
- b) To approve the monthly check register for January 2022.
- c) To acknowledge receipt of December Financial Statement.
- d) To acknowledge receipt of January P-Card Statement.
- e) To authorize payment of one-time stipend, referenced in Article 23 Section 7 of the Agreement Between the City of Tahlequah and International Association of Firefighters Local 4099 2021-2022, out of remaining Expenditure Reimbursement Funds and existing ARPA funds approving budget re-allocation and fund transfer.
- f) To appoint Ms. Betty Brown to the Historic Preservation Board replacing Mr. Richard Zellner with term ending May 2026.
- g) To appoint Ms. Patsy Ann Smith to the Historic Preservation Board replacing Mr. Terry Osborne with term ending May 2027.
- h) To reappoint Ms. Tammy Phillips to the Historic Preservation Board with term ending May 2023.
- i) To appoint Ms. Christy Landsaw to the Tahlequah Regional Development Authority Board replacing Mr. Dower Combs with term ending February 2025.
- j) To reappoint Ms. Bree Long to the Tahlequah Public Works Authority Board with term ending May 2026.
- k) To reappoint Mr. Todd Mutzig to the Tahlequah Public Works Authority Board with term ending May 2026.
- l) To reappoint Mr. Darell Christopher to the Cemetery Board with term ending May 2026.
- m) To appoint Dr. Douglas Nolan to the Tahlequah Hospital Authority Board replacing Ms. Judy Williams with term ending May 2024.
- n) To appoint Ms. Connie Davis to the Tahlequah Hospital Authority Board replacing Ms. Susan Plumb with term ending May 2025.
- o) To reappoint Dr. Charles Gosnell to the Tahlequah Hospital Authority Board with term ending May 2025.
- p) To approve the Preliminary/Final plat of Schlotzsky's located at 3452 S. Muskogee Avenue.
- q) To approve the Preliminary/Final Plat of Tropical Smoothie Café, located at 3478 S. Muskogee Avenue.
- r) To accept the resignation from Matt Kenyon, Computer Support Specialist in the IT Department, effective January 21, 2022.
- s) To accept the resignation from Dorsette Price, PT Laborer in the Parks and Recreation Department, effective January 26, 2022.

- t.) To hire Grant Webb, Part Time Laborer (552) in the Parks and Recreation Department at \$9.50 per hour.
- u.) To hire Kyle Turley, Patrolman III in the police department at \$43,137.79 effective February 8, 2022.
- v.) To hire Justin Jackson as a Full Time Dispatcher at \$27,671.00, in the Police Department effective February 8, 2022.
- w.) To approve a Public Utility Easement provided by (Grantor) Holly C. Berry to the City of Tahlequah (Grantee) with the following legal description: A 20.00 feet wide strip of land lying in part of the SE1/4 of Section 9, T1 6N, R22E, Cherokee County, Oklahoma being more particularly described as follows: Commencing at the Southeast corner of said SE1/4, thence S88°29'01 "W along the South line of said SE1/4 18.05 feet; thence NO1 030'59"W 16.50 feet to the point of beginning; thence S88°29'01 "W 25.31 feet; thence N39°18'02"W 23.41 feet; thence S88°29'01 "W 327.72 feet; thence N02°12'13"W 20.00 feet; thence N88°29'01 "E 337.76 feet; thence S39°18'02"E 48.71 feet to the point of beginning. Containing 0.17 acres, more or less.
- x.) To approve a Public Utility Easement provided by (Grantor) William L. Berry to the City of Tahlequah (Grantee) with the following legal description: A20.00 fee wide strip of land lying in part of Lot 7, Block 1 of Indian Meadows Estates, a subdivision in Section 10, T16N, R22E, Cherokee County, Oklahoma being more particularly described as follows: Commencing at the Northeast corner of said Lot 7, thence S01° 40'29"E along the East line thereof 46.42 feet to the point of beginning; thence S01°40'29"E along said East line 23.34feet; thence N60°39'53"W 68.66 feet to the northerly line of said Lot 7; thence N58°01'32"E along said northerly line 22.80 feet; thence 60°39'53"E 45.69 feet to the point of beginning. Containing 0.03 acres, more or less. Together with an additional width of 20.00 feet adjacent and parallel to each die of said strip for temporary construction easements.
- y.) To approve a Public Utility Easement provided by (Grantor) Michael W. Hammond to the City of Tahlequah (Grantee) with the following legal description: A 25.00 feet wide strip of land lying in part of the E1/2 E1/2 SW1/4 SW1/4 of Section 10, T16N, R22E, Cherokee County, Oklahoma being more particularly described as follows: Commencing at the Southwest comer of said E1/2 E1/2 SW1/4 SW1/4, thence NO1 044'48"W along the West line thereof 16.50 feet to the point of beginning, said point being on the northerly section line statutory right-of-way line; thence NO I 040'39"W along said West line I, 150.71 feet; thence S60°39'5 3"E 29.17 feet; thence SO I 040'29"E 1,135.43 feet to said northerly section line statutory right-of-way line; thence S87°43'54"W 25.00 feet to the point of beginning. Containing 0.66 acres, more or less. Together with an additional width of 20.00 feet adjacent and parallel to the easterly side of said strip for a temporary construction easement.
- z.) To acknowledge receipt of Tahlequah Chamber of Commerce Audited Financial Statements and Notes for Fiscal Year Ended June 30, 2021.

5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for **February** Employees: **NONE**

Recognition of the City of Tahlequah's **Employee of the Month**, February 2022 Presented by
 Director of Human Resources M'Lynn Pape
 Report from Library
 Report from Chamber of Commerce

REGULAR SESSION

6. Discussion and possible action on items removed from the **consent** agenda.
7. Recognition of years of service on the Tahlequah Hospital Authority Board of Mrs. Susan Chapman Plumb serving 3.5 years and Mrs. Judy Williams, CPA serving 20 years. Councilor Trae Ratliff
8. Discussion and possible action to approve, approve with modifications, or deny Ordinance No. 1331-2022, an ordinance changing the ward boundaries of the City of Tahlequah as required by the State of Oklahoma after each federal census. Mayor Sue Catron
9. Discussion and possible action to approve, approve with modifications, or deny the 2022 Fresh Start Program. Municipal Court Clerk Mandy King
10. Discussion and possible action to approve, approve with modification, or deny hiring two Dispatchers at \$27,671.00 in the Police Department. Human Resource Director M;Lynn Pape
11. Discussion and possible action to approve, approve with modifications, or deny Lease Rate Quote Open-End (Equity) Quote No. 6142302 with **Enterprise Fleet Management for a 2022 RAM 1500 Classic Tradesman 4x4 Crew Cab**. Solid Waste Superintendent Chris Armstrong
12. Discussion related to Ordinance No. 1332-2022, an ordinance adding Chapter 7, Street Performers, to Part 9 of the Code of the City of Tahlequah. Mayor Sue Catron
13. Discussion and possible action to approve, approve with modifications or deny an agreement with DocuSign for the purpose of e-signatures and City Clerk's electronic seal. City Clerk DeAnna Hammons
14. Discussion of mid-month special meetings.
15. **Adjourn.**

POSTED at Tahlequah City Hall, 111 S. Cherokee Ave., Tahlequah, OK at 6:54 am/pm
on February 2, 2022 by DeAnna Hammons