

AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of

City Council Meeting:

Monday, March 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: 872 6239 3116

Passcode: 4560651

1. MEETING CONVENED

Meeting called to order

Roll call

Invocation – Aaron Doan - 29 Eleven Church

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 28, 2022 at 4:37 p.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 872 6239 3116 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 February 7, 2022 & February 22, 2022 City Council meetings.
- b) To approve the monthly check register for February 2022.
- c) To acknowledge receipt of the January 2022 Financial Statement.
- d) To acknowledge receipt of the February 2022 P Card Statement.
- e) To approve an agreement with General Code for their MapLink program, an interactive zoning map in the amount of \$6,490.00.
- f) To acknowledge receipt of the Report of Sales of surplus items from Purple Wave.
- g) To approve the annual update required and any changes contained therein to the City of Tahlequah Travel Policy.
- h) To approve the annual update required and any changes contained therein to the City of Tahlequah P-Card Policy.
- i) To approve the annual update required and any changes contained therein to the City of Tahlequah Capital Inventory and Asset Policy.
- j) To approve the annual update required and any changes contained therein to the City of Tahlequah Comprehensive Purchasing Policy & Procedure Manual.
- k) To reappoint Councilor Trae Ratliff to the Eastern Oklahoma Development District (EODD) Board of Director's for a three year term beginning July 1, 2022.
- l) To accept the resignation from Dickie Neugin, Laborer/Operator in the Cemetery, effective March 31, 2022. (Retirement, 29 years of service)
- m) To accept the resignation from William Jacob Robertson, Patrolman in the Police Department, effective March 8, 2022.
- n) To hire Michael Dew, Full Time Laborer in the Parks and Recreation department at \$27,671.00 effective March 8, 2022.
- o) To hire Raegan Keeling, Dispatcher in the Police Department at \$27,671.00 effective March 8, 2022.

5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for March Employees:

- **Nick Crittenden – Fire Department – 5 years**
- **Dylan Hammons – Fire Department – 5 years**
- **Terry Howe – Solid Waste Management – 30 years**

Recognition of the City of Tahlequah's **Employee of the Month**, March 2022 Presented by
Director of Human Resources M'Lynn Pape
Report from Library
Report from Chamber of Commerce
Report from Tour Tahlequah a Department of the Tahlequah Area Chamber of Commerce –
written
Report from the Tahlequah Main Street Association

REGULAR SESSION

6. Discussion and possible action to approve, approve with modification, or deny on items removed from the **consent** agenda.
7. Discussion regarding review of the City of Tahlequah financials status. Mayor Sue Catron
8. Discussion and possible action to approve, approve with modification, or deny awarding lowest bid for mowing services (Bid dated February 28, 2022) received from Lawnstars Landscaping in the amount of \$1,780.00 per mowing for the Parks Department. Parks and Recreational Superintendent Heather Torrento
9. Discussion and possible action to approve, approve with modification, or deny **waiving garage sale fees** in the City of Tahlequah for June 3-4, 2022. Mayor Sue Catron
10. Discussion and possible action to approve, approve with modification, or deny a **Resolution No. 03-07-2022-A**, a resolution updating the Schedule of Regular Fees pursuant to Ordinance No. 1320-2021. City Treasurer Marty Hainzinger and City Administrator Alan Chapman
11. Discussion and possible action to approve, approve with modification, or deny advertising for the budgeted position of a part-time animal control officer. Director of Human Resource M'Lynn Pape
12. Discussion and possible action to approve, approve with modification, or deny **Resolution No. 02-22-2022** a resolution authorizing and consenting to joint legal representation with the Tahlequah Hospital Authority. Councilor Trae Ratliff.
13. Discussion and possible action to approve, approve with modification, or deny a **Resolution No. 03-07-2022**, a resolution authorizing and consenting to engaging of joint outside legal counsel with the Tahlequah Hospital Authority. Councilor Trae Ratliff
14. Discussion and possible action to approve, approve with modification, or deny entering an engagement letter with Floyd Law Firm. Councilor Trae Ratliff
15. Discussion of mid-month special meetings and workshops.
16. **Adjourn.**

POSTED at Tahlequah City Hall, 111 S. Cherokee Ave., Tahlequah, OK at 3:34 am/pm
on March 3, 2022 by Dallana Hennes