

AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of

City Council Meeting:

Monday, June 1, 2020, at 7:00 p.m.

Place of Meeting:

The meeting will be held by Videoconference and/or Teleconference. *See* 25 O.S. §307.1(C).

City Councilors Bree Long, Dower Combs, Stephen Highers, and Trae Ratliff as well as Mayor Sue Catron, City Attorney Grant Lloyd, City Clerk DeAnna Hammons, Interim City Administrator Alan Chapman, and City Treasurer Marty Hainzinger may attend the meeting remotely by Zoom Videoconference and/or Teleconference. Instructions for remote attendance by the public are provided below.

Join “Zoom” Meeting
Meeting ID: 833 5617 6839
Password: 283771

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1. **Meeting called to order**
 2. **Roll call.**
 3. **Public Notice:** A Public Notice of meeting was provided December 3, 2019 at 4:55 p.m. to the Secretary of State of Oklahoma and additional notice was provided 11:10 a.m. on May 26, 2020.
 4. **PUBLIC INSTRUCTIONS:**

Videoconference and/or Teleconference Access Instructions for Public Attendance at the Meeting: the Public may remotely attend this meeting by joining the Zoom meeting via the web or the Zoom app (www.zoom.us) **Access Code 833 5617 6839 Password 283771**. Materials presented electronically to Councilors that attend remotely will be made available to those Councilors via the Zoom meeting platform and/or or another digital platform. If you wish to receive a copy of any materials that are presented to the City Council via Zoom or otherwise, please submit your request to cityclerk@cityoftahlequah.com.

Videoconference and/or Teleconference Notice: This meeting will include communication by City Staff to the City Council, and those communications may be by auditory communication or by visual and auditory communication. Communication by and between the City Council and/or members of the Public may be limited to auditory only communication.

The Public 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 may 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.

5. 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.

6. 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 May 4, 2020, May 18, 2020 City Council meetings.
- b) To acknowledge the monthly check register for May 2020.
- c) To acknowledge receipt of April 2020 Financials.
- d) To acknowledge receipt of the TPWA 2019 annual tax audit from Arledge & Associates.
- e) To approve vacating a 1.6' x 21' parcel located on the west property line of at 112 W. Shawnee St. Tahlequah, OK aka: the old Teague Heat and Air building.
- f) To accept the retirement (15 years of service) of James Russell Nelson, Chief Mechanic, in the Street Department, effective September 30, 2020.
- g) To accept the resignation of Nicholas Bogart, Volunteer Fire Fighter, in the Fire Department, effective May 14, 2020.
- h) To accept the resignation of Joshua Tyler Keys, Volunteer Fire Fighter, in the Fire Department, effective July 1, 2020.
- i) To accept the resignation of Christa Flynn, Cashier, in the Managerial Department, effective June 1, 2020.
- j) To accept the resignation of Maggie Glory and Hannah Thompson as Lifeguards in the Parks and Recreation Department effective the last day worked.
- k) To lift the moratorium to hire Lauren Terrapin, Lifeguard at \$8.90 per hour in the Parks and Recreation Department.
- l) To accept the updated job descriptions for the following positions: Cemetery Secretary/Recorder/Coordinator, Compliance Coordinator, Parks and Recreation Administrative Coordinator, and Director of Planning and Development.
- m) To approve the Professional Service Agreement for Management Consultant at Tahlequah Municipal Gold Course with Mike Palmer.
- n) To approve the Legal Services Agreement 2020/2021 with the City of Tahlequah Prosecuting Attorney BJ Baker.
- o) To approve the Legal Services Agreement 2020/2021 with the City of Tahlequah City Attorney Grant Lloyd.
- p) To approve the Service Agreement with Interim City Administrator Alan Chapman.

7. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for **June** Employees:

- **Chase Reed – 5 years - Police Department**
- **Kendall Hale – 15 years – Recreation Department**
- **Gary Smith - 20 years – Police Department**

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

8. Discussion and possible action on items removed from the **consent** agenda.
9. Discussion and **update** from the **Crisis Task Force**. Councilor Bree Long
10. Discussion and **update** from the **Recovery Task Force**. Councilor Trae Ratliff
11. Discussion and possible action to **waive all garage sale fees on June 5 & 6, 2020** for the purpose of a Tahlequah Community Wide Yard Sale. Mayor Sue Catron
12. Discussion and possible action to approve an easement release on a particular area of Cherokee Springs Plaza more particularly described as followed: **A tract of land located in the Northeast Quarter (NE/4) of Section Nine (9), Township Sixteen (16) North, Range Twenty-Two (22) East of the Indian Base and Meridian, Cherokee County, State of Oklahoma, being more particularly described as follows:**
BEGINNING at the Southwest corner of said NE/4; thence North 01°42'36" West and along the West line of said NE/4, for a distance of 20.00 feet; thence North 88°21'19" East and parallel with the South line of said NE/4, for a distance of 1983.24 feet to a point on the West line of the SE/4 SE/4 NE/4; thence South 01°33'12" East and along said West line, for a distance of 20.00 feet to a point on said South line; thence South 88°21'19" West and along said South line, for a distance of 1983.18 feet to the POINT OF BEGINNING. Interim City Administrator Alan Chapman / TPWA Mike Richardson
13. Discussion and possible action to approve a service contract between the **Boys & Girls Club of Tahlequah and the City of Tahlequah**. Interim City Administrator Alan Chapman
14. Discussion and possible action to approve a **Lease Agreement** with **SAC Counties Nutrition Project** related to the Senior Citizens Building located at 230 E. 1st Street, Tahlequah, OK 74464. Councilor Bree Long
15. Discussion and possible action to approve **blocking off parking spaces** directly adjacent to **Cashmere Lane while mural** is being created by Lance Hunter. Mayor Sue Catron

16. Discussion and possible action to approve the **Mayor's recommendation for the 2020 Charter Review Committee**. Mayor Sue Catron
17. Discussion and possible action to approve the proposed **Capital Inventory and Asset Policy** for the City of Tahlequah. City Treasurer Marty Hainzinger
18. Discussion and possible action to approve **Resolution No. 06-01-20, adopting the FY 2019-2020 Tahlequah City Budget**. Mayor Sue Catron
19. **PROPOSED EXECUTIVE SESSION – Motion to exit Regular Session and enter into Executive Session**

❖ **Discussion pertaining to the 2020-2021 contract and related documents with IAFF Local 4099, as provided in 25 O.S. §307 (B) (2)**

20. Reconvene Regular Session.
21. Discussion and possible action related the **2020-2021 contract and related documents with IAFF Local 4099**.
22. Discussion on the **mid-month special meeting**.
23. **New business pertaining to any matter not known about or which could not have been reasonably foreseen prior to the time of the posting.**
24. **Adjourn.**

POSTED at Tahlequah City Hall, 111 S. Cherokee Ave, Tahlequah, OK at 4:52 am/pm
on May 28, 2020 by Debra Hammons