

AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of
City Council Meeting: Monday, June 7, 2021 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: 867 7269 1309
Passcode: 795353

1. MEETING CONVENED

Meeting called to order

Roll call

Invocation – Deverett Butrick – Calvary Assembly

Flag Salute

Public Notice: A Public Notice of meeting was provided December 8, 2020 at 3:32 p.m. to the Secretary of State of Oklahoma and additional notice was provided June 1, 2021 at 11:55 a.m.

1. 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 867 7269 1309 Password 795353**. 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.

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 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.

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.

- a) To approve the minutes of the May 3, May 17, & May 20, 2021 City Council meetings.
- b) To approve the monthly check register for May 2021.
- c) To appoint Breonna Crittenden on the Tourism Council.
- d) To appoint Keith Baker as a nonvoting member to the Chamber of Commerce Board of Directors.
- e) To accept the resignation of Katherine Medlin, Part Time Laborer, in the Parks and Recreation Department, effective May 19, 2021.
- f) To accept the resignation of Gavyn Ryals, Lifeguard, in the Parks and Recreation Department, effective May 20, 2021.
- g) To accept the resignation of Jordan Smith, Part Time Laborer, in the Parks and Recreation Department, effective July 1, 2021.
- h) To accept the resignation of Taylor Bailey, Dispatcher, in the Police Department, effective June 3, 2021.
- i) To lift the moratorium and hire Zoeie Gage as a Lifeguard in the Parks and Recreation Department at \$9.50 per hour.
- j) To lift the moratorium and hire Ryan Dark as Seasonal Part Time Laborer (Concession) at \$9.50 per hour.
- k) To lift the moratorium and hire Gary Hamby as a Full Time Laborer T112, in the Parks and Recreation Department effective June 11, 2021.
- l) To approve an Independent Contractor Agreement with Mike Palmer for the City Golf Course and Ball Fields.
- m) To approve the Legal Service Agreement 2021/2022 with the City of Tahlequah Prosecuting Attorney BJ Baker.
- n) To approve the Legal Service Agreement 2021/2022 with the City of Tahlequah City Attorney Grant Lloyd.
- o) To approve the Code Pal renewal Agreement 2021/2022.
- p) To approve the engagement letter with Crawford and Associates for the 2021 compilation.

4. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

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

- **Bryan Qualls – Police Department – 5 years**

Recognition of the City of Tahlequah's **Employee of the Month**, June 2021 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

Report from the Tahlequah Main Street Association

REGULAR SESSION

5. Discussion and possible action on items removed from the **consent** agenda.
6. Presentation of the **Tahlequah Trails Master Plan**. City Administrator Alan Chapman, Dana Boren-Boer and Jill Herrlein
7. Discussion and possible action to follow the Airport Board's recommendation to **approve the transfer of lease of hangar site 39 from Bill Seig to Chris DuVall**. Airport Manager Kelly Crittenden
8. Discussion and possible action to follow the Airport Board's recommendation to **approve the transfer of lease of hangar site 19 from Eric Wilhelm to Nick Hand**. Airport Manager Kelly Crittenden
9. Discussion and possible action to **reduce the lease rate of hangar C-1 from commercial rate to the private hangar rate contingent upon rate reverting back to the commercial rate upon sell of the hangar**. Airport Manager Kelly Crittenden
10. Presentation and acceptance of **the June 30, 2020 Audit of the Annual Financial Statements from Arledge and Associates**. City Treasurer Marty Hainzinger and Jake Winkler
11. Discussion and possible action to confirm the **Mayor's appointment of Rachel Dallis for the Municipal Judge of the City of Tahlequah**. Mayor Sue Catron
12. Discussion and possible action to **change the name** of a portion of **W. Smith Street to Circle Street from the low water crossing to Seminary Avenue**. Planning and Development Director Taylor Tannehill
13. Discussion and possible action to **accept offer** from Jana Evensen in the amount of \$7,500 for the disposal of city owned real property located **757 College Ct**, more particularly described as follows:
 - The west 110' of lot 7, block 6, Guinn addition, City of Tahlequah, Cherokee County, State of Oklahoma. Planning and Development Director Taylor Tannehill
14. Discussion to approve **Ordinance No. 1324-2021**, an ordinance changing the zoning from General Commercial District (C-2) to Open Display Commercial District (C-3) for the

purposes of Open Display of Merchandise at 17165 W. Mud Valley Rd, more particularly described as follows:

A tract of land lying in Lot 4, Section 5, Township 16 North, Range 22 East, Beginning 604.74 feet West of the NE Corner of the Lot 4 for the Point of Beginning; thence S01°56'49"E along the Highway 62 bypass Right of Way 40 feet, then N88°14'04"E along the Highway 62 bypass Right of Way 147.32 feet, thence S05°22'48"E along the Westerly bounding of Highway 62 bypass 167 feet, thence S01°56'49" along Highway 62 bypass 548 feet, thence West 185 feet, thence North 755 feet more or less to the Point of Beginning, thence east 29.68 feet to the Point of Beginning.
Planning and Development Director Taylor Tannehill

15. Discussion and possible to grant an undue **hardship request** from Tom Brinkley on Woodgate East Subdivision located at the southwest corner of Ross Street and Nalley Road. Planning and Development Director Taylor Tannehill
16. Discussion, update, and presentation from **Startup Junkie and the Tahlequah Regional Development Authority of the Entrepreneur Ecosystem Strategic Plan and/or final comprehensive blueprint for creating and sustaining a thriving entrepreneurial ecosystem in the Tahlequah Area.** Mayor Sue Catron and Martha Londagin
17. Discussion and possible action regarding the **daily operations, administration and its communication, or lack thereof,** and/or contractual obligations of the City of Tahlequah. Councilor Keith Baker
18. **PROPOSED EXECUTIVE SESSION – Motion to exit Regular Session and enter into Executive Session.**

-
- ❖ Discussion regarding potential legal issues and/or claims related to the Tahlequah City Hospital Authority d/b/a NHS, as provided for in 25 O.S. § 307(B)(4) regarding confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

-
19. Reconvene Regular Session.
 20. Discussion and possible action regarding potential legal issues and/or claims related to the Tahlequah City Hospital Authority d/b/a NHS.
 21. Discussion of mid-month special meeting.
 22. New Business, if any, which has arisen since the posting of the agenda and could not have been anticipated prior to the time of posting.
 23. **Adjourn.**

POSTED at Tahlequah City Hall, 111 S. Cherokee Ave., Tahlequah, OK at 4:55 am/pm on June 3, 2021 by Dylan Hammons