

# AGENDA

## TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of  
City Council Meeting: Monday, March 1, 2021 at 5:30 p.m.  
Place of Meeting: The meeting will be held by Videoconference, 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, City Administrator Alan Chapman, and City Treasurer Marty Hainzinger may attend the meeting remotely by Zoom Videoconference and/or Teleconference and/or physically at 111 Cherokee Ave. Tahlequah, OK 74464 with social distancing practice in place. Instructions for remote attendance by the public are provided below.

**Join “Zoom” Meeting**  
**Meeting ID: 848 1278 0182**  
**Passcode: 500646**

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### **1. MEETING CONVENDED**

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**Meeting called to order**

**Roll call**

**Invocation – Pastor Mike Murray – 1<sup>st</sup> Baptist Church of Tahlequah**

**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 February 22, 2021 at 11:48 a.m.

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### **2. PUBLIC INSTRUCTIONS:**

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**Videoconference and/or Teleconference Access Instructions for Public Attendance at the Meeting:** the Public and City Staff may remotely attend this meeting by joining the Zoom meeting via the web or the Zoom app ([www.zoom.us](http://www.zoom.us)) **Access Code 848 1278 0182 Password 500646**. 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](mailto:cityclerk@cityoftahlequah.com).

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

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### 3. 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 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.**

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### 4. 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.

- a) To approve the **minutes** of the February 1, 2021, & February 18, 2021 City Council meetings. (Pgs 1-7)
- b) To approve the monthly **check register** for February 2021.
- c) To approve Resolution No. 03-01-21 for the S-2 Supplement of the City of Tahlequah Code. (Pg 8)
- d) To accept the resignation of Joshua Spears, Collector, in the Solid Waste Department, effective February 12, 2021. (Pg 9)

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### 5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

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Recognition of Years of Service for **March** Employees: **None**

Recognition of the City of Tahlequah's **Employee of the Month**, March 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

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### REGULAR SESSION

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6. Discussion and possible action on items removed from the **consent** agenda.
7. Discussion and **update** from the **Crisis Task Force**. Councilor Bree Long
8. Discussion and **update** from the **Recovery Task Force**. Councilor Trae Ratliff

9. Discussion and possible action to approve the **Community Spring Clean Up** free and safe waste disposal and recycling day for April 17, 2021 from 8:00 a.m. to 3:00 p.m. (Pg 9-A)
10. Discussion and possible action to approve **Resolution No. 03-01-21-A** authorizing the update of the City of Tahlequah Multi-Hazard Mitigation Plan. Manager Mike Underwood (Pgs 10-13)
11. Discussion and possible action to enter in to an **agreement with Chapter 5 AA** to allow for utilization of Brookside or AMC at a flat rate of \$1,000.00 annually. Administration Coordinator Parks and Recreation Heather Torrento
12. Discussion and possible action to lift the moratorium and **hire a Building Inspector** in the Managerial Department. Director of Human Resources M'Lynn Pape
13. Discussion and possible action to approve **update of Appendix C Alcohol & Controlled Substance Testing Policy and Procedures**, of the Employee Handbook of Personnel Policies. Director of Human Resources M'Lynn Pape (Pgs 14-21)
14. Discussion and possible action to approve **paying overtime in lieu of comp time** to employees that worked **OT during the 2021 winter storm** (2/14/21 to 2/20/21) on the March 15, 2021 payroll. Director of Human Resources M'Lynn Pape
15. Discussion and possible action to approve the **Shriners Glow Golf Tournament** to be held April 17, 2021 at the Riverlinks Golf Course with a cost of \$5.00 per person, which includes cart rental. Councilor Ratliff
16. Discussion and possible action regarding **Ordinance No. 1318-2021**, an ordinance adding Chapter 3, **Tahlequah Regional Airport Advisory Board**, to Part 16 of the Code of the City of Tahlequah, Oklahoma and adding Sections to set forth establishment, composition and term, Removal of Members, Election of Chair, Meetings, Quorum and Failure to Attend Meetings, Minutes, and Purpose, Powers and Duties. City Administrator Alan Chapman (Pgs 22-24)
17. Discussion and possible action to **accept the lowest bid received for project No. 5009, MMR1, Contract No. 17983 CDBG 20** and award contract to **APAC-Central, Inc.** in the amount of \$338,118.05. Planning and Development Director Taylor Tannehill (Pgs 25-26)
18. Discussion and possible action to **accept the lowest bid received** for Project 5010, ACCF1 and award contract to **APAC-Central, Inc.** in the amount of \$756,654.30. Planning and Development Director Taylor Tannehill (Pgs 27-28)
19. Discussion and possible action to **approve**, with modifications, or deny **Preliminary/Final Plat: Spartan 2<sup>nd</sup> Addition**, located at 1060 N Heritage Lane Tahlequah, Oklahoma. Planning and Development Director Taylor Tannehill (Pgs 29-33)
20. Discussion and possible action to **approve**, with modifications, or deny **Preliminary/Final Plat: Southridge East Tract B Addition**, generally located on the West side of S. Highway 82/S. Muskogee Ave. between Southridge Rd. and Arkhola St. Planning and Development Director Taylor Tannehill (Pgs 34-38)

21. Discussion of **Ordinance No. 1316-2021, rezoning** property located at **2175 W. Choctaw Ave** from General Commercial District (C-2) to Restricted Light Industrial District (I-1) for Marijuana Producing, more particularly described as follows:

A Tract of land in the SW/4 of NE/4 of SW/4 of Section 30, Township 17 North, Range 22 East, more particularly described as follows, to wit: Beginning at a Point 53.4 feet West of the SE corner of said SW/4 NE/4 SW/4; thence North 470.00 feet more or less to the South boundary of State Highway 51; thence West along the South boundary of said Highway 51 to a point 401.6 feet East of the West boundary of said SW/4 NE/4 SW/4; thence South 435.00 feet more or less to a Point 400.00 feet East of the SW corner of said SW/4 NE/4 SW/4; thence East 207.2 feet more or less to the Point of Beginning. Planning and Development Director Taylor Tannehill (Pgs 39-44)

22. Discussion of **Ordinance No. 1317-2021, rezoning** property located at **1060 N. Heritage Lane** from Single Family Residential District (R-1) to Open Display Commercial District (C-3) for mini-storage, more particularly described as follows:

A portion of Lot 1, Block 1, Spartan Addition, a subdivision situated in the NW/4 of Section 27, T-17-N, R-22-E of the Indian Base and Meridian, Cherokee County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows, to-wit: Beginning at the Northeast corner of said Lot 1, Spartan Addition, thence S 02°01'47"E and along the East line of said Lot 1 a distance of 190.00 feet to the Southeast corner of said Lot 1, thence S 88°06'38"W and along the South line of said Lot 1 a distance of 330.00 feet, thence N 02°01'47"W and along the East line of the NE/4 SW/4 NW/4 a distance of 190.00 feet to the North line of said Lot 1, thence N 88°06'40"E along the North line of said Lot 1 a distance of 330.00 feet to the point of beginning;

And;

A tract of land lying in and being a part of the W/2 of the NW/4 of the SE/4 of the NW/4 of Section 27, T-17-N, R-22-E of Indian Base and Meridian, Cherokee County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows, to wit: Beginning at the Southeast corner of Lot 1, Block 1 Spartan Addition, thence S 02°01'47"E and along the East line of the W/2 NW/4 SE/4 NW/4 a distance of 140.00 feet, thence S 88°06'34"W a distance of 330.00, thence N 02°01'47"W and along the East line of the NE/4 SW/4 NW/4 a distance of 140.00 feet to a point on the South line of said Lot 1 Spartan Addition, thence N 88°06'38"E and along the South line of said Lot 1 Spartan Addition a distance of 330.00 feet to the Point of Beginning. Planning and Development Director Taylor Tannehill (Pgs 45-50)

23. Discussion of **Ordinance No. 1319-2021 self-annexation of Anthis Brennan Sports Complex** by the City of Tahlequah, more particularly described as follows:

The East 40.00 feet of the South 1894.00 feet of the SE/4 of Section 19, Township 17 Range 22 East, Cherokee County, State of Oklahoma;

And;

The West 1340.00 feet of the South 1894.00 feet of the SW/4 of Section 20, Township 17 North, Range 22 East, Cherokee County, State of Oklahoma. Planning and Development Director Taylor Tannehill (Pgs 51-52)

24. Discussion of mid-month special meeting.

25. **Adjourn.**

