

AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of
City Council Meeting: Monday, August 2, 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: 833 5076 0625
Passcode: 631392

1. MEETING CONVENED

Meeting called to order

Roll call

Invocation – Pastor Aaron Doan – 29 Eleven Church

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 July 21, 2021 at 1:42 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 833 5076 0625 Password 631392**. 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 July 2, 12, 16, & 19, 2021 City Council meetings.
- b) To acknowledge receipt of the monthly check register for July 2021.
- c) To acknowledge receipt of the June 2021 financials.
- d) To close out the LED Lighting Phase I.
- e) To close out the Airport Taxiway Lighting Grant.
- f) To accept the engagement letter for FY 2020-2021 Audit by Arledge & Associates.
- g) To approve the Airport Boards recommendation to approve a lease to Brian Berry for hangar site #2.
- h) To approve the Airport Boards recommendation to approve a lease to Nick Hand for hangar site #19.
- i) To approve the Airport Boards recommendation to approve a lease to Chris DuVall for hangar site #39.
- j) To approve the purchase of a Cab, Chassis, & Dump Bed and a Sand Spreader & Snow Plow – State Contract.
- k) To accept the resignations from Lilly Reed, Dorothy Swearingen, Linzi Woolard, Maggie Renfro, Katelyn Renfro, and Brice Miggetto, Lifeguards, in the Parks and Recreation Department, effective July 25, 2021.
- l) To accept the resignation of Katelynn Deason, Sr. Lifeguard, in the Parks and Recreation Department, effective July 25, 2021.
- m) To approve and accept an access easement from Holderworth Leasing, LLC.
- n) To approve and accept a utility easement from William D. Jones and Lynda F. Jones.
- o) To appoint Trae Ratliff to the Eastern Oklahoma Development District (EODD) Board of Directors.
- p) To approve an extension of the closing date to on or before August 20, 2021 on real estate purchase contract associated with property located at 310 Basin Avenue.

5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

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

- **Michele Collins – Finance Department – 5 years**
- **Todd Carnes – Police Department – 15 years**

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

6. Discussion and possible action on items removed from the **consent** agenda.
7. Discussion related to **Covid-19 Pandemic**. Mayor Sue Catron
8. Discussion and possible action to approve **Urban Funding Agreement with ODOT for East Fourth Street Improvements**. Planning and Development Director Taylor Tannehill
9. Discussion and possible action in regard to **promoting Matthew Frits** from Patrolman to Sergeant within the **police department** and set pay according to the current CBA. Police Chief Nate King
10. Discussion and possible action in regard to entering into a **lease agreement** for four (4) **Dodge Charger police vehicles**. Police Chief Nate King
11. Discussion and possible action to follow the Airport Boards recommendation to **designate the west tie-down ramp adjacent to the golf course as long term parking**. Airport Manager Kelly Crittenden
12. Discussion and possible action to **accept grant from the Oklahoma Department of Commerce - State Energy Program** in the amount of \$80,000 for Phase II LED street lighting conversion. Mayor Sue Catron / Grant Writer Shelldon Miggetto
13. Discussion and possible action to authorize **solicitation of competitive bids for Phase II LED street lighting fixtures** and to appoint Alan Chapman, Mike Doublehead, Gary Stephens or Shelldon Miggetto as city representatives to attend bid opening for phase II LED lighting project at the conclusion of the bidding period. Mayor Sue Catron / Grant Writer Shelldon Miggetto
14. Discussion and possible action to **authorize Mike Doublehead and Alan Chapman to award lowest or most responsible bid to LED lighting vendor** for the purchase of lighting fixtures within established grant budget. Mayor Sue Catron / Grant Writer Shelldon Miggetto
15. Discussion and possible action to authorize grant writer **Shelldon Miggetto to apply for funding from the Oklahoma Department of Environmental Quality - Brownfields program** for remediation and reclamation of the former Tahlequah transfer station/landfill located at E 7th Street & Basin Avenue. Mayor Sue Catron / Grant Writer Shelldon Miggetto
16. Discussion and possible decision to approve expenditure of up to \$20,000 for **preliminary testing and/or engineering fees** related to remediation and reclamation associated with Brownfields grant application; authorizing mayor or city administrator to engage such professionals. Mayor Sue Catron / Grant Writer Shelldon Miggetto

17. PROPOSED EXECUTIVE SESSION – Motion to exit Regular Session and enter into Executive Session.

- ❖ Discussion pertaining to the 2021-2022 contract with **IAFF Local 4099**, as provided in 25 O.S. §307 (B) (2).
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18. Reconvene Regular Session.

19. Discussion and possible action pertaining to the 2021-2022 contract with the IAFF.

20. Discussion of mid-month special meetings.

21. **Adjourn.**

POSTED at Tahlequah City Hall, 111 S. Cherokee Ave., Tahlequah, OK at 5:30 am/pm
on July 28, 21 by *William Hammers*