

**MINUTES**  
**TAHLEQUAH CITY COUNCIL - REGULAR MEETING**  
**MONDAY, JANUARY 6, 2020 - 7:00 PM**  
**CITY HALL COUNCIL CHAMBERS – 111 S. CHEROKEE AVE.**

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**1. MEETING CONVENED**

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Meeting **called to order** by Mayor Catron at 7:01pm.  
Tesina O’Field Called the **Roll call as follows:**

<b>Present:</b>	Councilor Ward I	Bree Long
	Councilor Ward II	Dower Combs
	Councilor Ward III	Stephen Highers
	Councilor Ward IV	Trae Ratliff

**Others Present:**

Mayor Sue Catron, City Attorney Grant Lloyd, Interim City Administrator Alan Chapman, and City Treasurer Lanny Williams

**Invocation – Mitch Parnell – Grace Baptist Church**  
**Flag salute.**

**Public Notice of meeting provided** – December 17, 2019 at 2:28 p.m.

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**2. PUBLIC COMMENTS**

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There were no comments from the public.

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**3. CONSENT AGENDA**

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Councilor Long made the motion and Councilor Ratliff seconded to approve the consent agenda as follows:

- a) To approve the minutes of the December 2, 2019 and December 16, 2019 City Council meetings.
- b) To approve monthly check register for December 2019.
- c) To accept the resignation (retirement 24 years of service) from Kenneth Dallis, Plant Operator, in the Solid Waste Department, effective February 1, 2020.
- d) **Councilor Ratliff removed from consent**

*Vote:* Ayes: Long, Combs, Highers, Ratliff      Nays: none      Motion carried.

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#### 4. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

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

- **Bryan Swim – 15 years – Police Department**

Report from Library- verbal

Report from Chamber of Commerce – n/a

Report from Tour Tahlequah a Department of the Tahlequah Area Chamber of Commerce-  
n/a

Report from the Tahlequah Main Street Association – **Verbal**

Reports from City Departments:

Street Department – **Written**

Fire Department – **Verbal**

#### REGULAR SESSION

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5. Councilor Ratliff removed consent item “d” to be heard in regular session.

Councilor Ratliff made a motion and Councilor Highers seconded to **Table** the extra duty service agreement for services related to Finance Director duties done by Michele Collins, effective September 1, 2019 – June 30, 2020 at \$500 per month

*Vote:* Ayes: Combs, Highers, Ratliff                      Nays: Long    Motion carried.

6. Councilor Long made a motion and Councilor Combs seconded to **Table** the Presentation from Tahlequah Area Chamber of Commerce of its June 30, 2019 Annual Audit.

*Vote:* Ayes: Combs, Highers, Ratliff, Long                      Nays: none    Motion carried.

7. Councilor Long made a motion and Councilor Ratliff seconded to establish “**Safe Oklahoma 2020**” **Grant Award of \$15,000** and approve the **Grant Budget of \$15,000**.

*Vote:* Ayes: Highers, Ratliff, Long, Combs                      Nays: none    Motion carried.

8. Councilor Ratliff made a motion and Councilor Highers seconded to **Table** lifting the moratorium to allow **advertising and/or recruiting for a Patrolman in the Police Department**.

*Vote:* Ayes: Ratliff, Long, Combs, Highers                      Nays: none    Motion carried.

9. Councilor Long made a motion and Councilor Combs seconded to **Table rescinding the Step and Grade Pay Matrix**, for regular, Full-time employees, grades T111 through T123.

*Vote:* Ayes: Long, Combs, Mayor Nays: Highers, Ratliff Motion carried.

**10.** No action was taken related to trash service rate study and discussion only as to **Ordinance No. 1301-2020 Amending Chapter 5 of Sanitation Department and Garbage Disposal.**

**11. Public Hearing:** Sheldon Miggetto held hearing for comments regarding the **2020 application for funding** from the **Recreational Trails Program** administered by the Oklahoma Tourism & Recreation Department for the Tahlequah Mission Park Project Construction-Phase.

**12.** Councilor Highers made a motion and Councilor Ratliff seconded to **authorize** contract grant writer **Shelddon Miggetto** to **apply for funding for the Recreational Trails Program** administered by the Oklahoma Tourism & Recreation Department up to \$240,000 for the Tahlequah Mission Park Project - Construction Phase I.

*Vote:* Ayes: Highers, Ratliff, Long, Combs Nays: none Motion carried.

**13.** Councilor Highers made a motion and Councilor Long seconded to **commit matching funds**, in-kind labor & equipment, donated cash, donated labor & equipment of up to **\$60,000 for the Tahlequah Mission Park Project - Construction Phase I.**

*Vote:* Ayes: Ratliff, Long, Combs, Highers Nays: none Motion carried.

**14.** Councilor Highers made a motion and Councilor Long seconded to **authorize the Mayor and Interim City Administrator** to **execute necessary documents** and provide any documentation **for matching funds** or in-kind labor & equipment for the **Tahlequah Mission Park Project - Construction Phase I** grant application.

*Vote:* Ayes: Long, Combs, Highers, Ratliff Nays: none Motion carried.

**15.** Councilor Ratliff made a motion and Councilor Combs seconded to **appoint Bree Long and/or Dower Combs** as **authorized representatives** for the City to attend, **open and read aloud the competitive bids for the trail lighting along Water Street** funded in part by 17037 CDBG 17. Bid opening scheduled for Friday, January 10, 2020 at 5:00 p.m. City Hall Council Chambers, 111 S. Cherokee Street, Tahlequah, OK 74464.

*Vote:* Ayes: Combs, Highers, Ratliff, Long Nays: none Motion carried.

**16.** Councilor Highers made a motion and Councilor Long seconded to adopt **Ordinance No. 1293-2020**, changing the zoning of the property located **2353 W. Choctaw Street**, from Open Display Commercial District (C-3) to Light Industrial District (I-2) for the following real estate:

A parcel of land located in Cherokee County, Oklahoma in the S/2 of the NE/4 of the SE/4 of Section 25, Township 17 North, Range 21 East, and more particularly described as follows, to wit:

Beginning at the Southeast corner of said 20 acres; thence West 224.5 feet; thence North 404.0 feet to the Southerly boundary of Highway No. 51; thence northeasterly along the Southerly boundary line of Highway No. 51, to the East boundary of said 20 acres; thence South a distance of 418.5 feet to the point of beginning.

And

Commencing at the Southeast Corner of the S/2 of NE/4 of SE/4 of Section 25, Township 17 North, Range 21 East, Cherokee County, Oklahoma; thence South 89°57'26" West for a distance of 224.5 feet for a true point of beginning; thence S 89°57'26" West for a distance of 14.50 feet; thence North 00°27'15" East for a distance of 393.11 feet; thence North 87°43'31" East for a distance of 11.75 feet; thence South 00°03'7" West for a distance of 393.55 feet to the point of beginning. Cherokee County, Oklahoma.

*Vote:* Ayes: Highers, Ratliff, Long, Combs                      Nays: none      Motion carried.

- 17.** Councilor Combs made a motion and Councilor Ratliff seconded to adopt **Ordinance No. 1294-2020**, changing the zoning of the property located **3000 S. Muskogee Avenue**, from Open Display Commercial District (C-3) and Single Family Dwelling District (R-1) to Light Industrial District (I-2) for the following real estate to-wit:

A tract or parcel of land described as follows:

A tract of land lying in and being a part of the ne4 of nw4 of section 9, township 16 north, range 22 east, Cherokee County, Oklahoma, more particularly described as follows, to-wit: beginning at a point on the south boundary and 48.2 feet west of the southeast corner of said ne4 of nw4, said point being on the westerly boundary of U.S. Highway no. 62; thence n89°49'04" w, along the south boundary of said ne4 of nw4 a distance of 696.43 feet; thence n00°05'00" e a distance of 859.17 feet; thence s89°52'00" e a distance of 227.97 feet; thence s00°09'12" w a distance of 267.76 feet; thence s89°49'04" e a distance of 433.92 feet to a point on the westerly boundary of U.S. Highway no. 62; thence in a southeasterly direction, along the westerly boundary of U.S. Highway no. 62, on a curve to the right, having a radius of 28582.9 feet, the chord being s3°17'16" e a distance of 592.67 feet, an arc distance of 592.68 feet to the point of beginning, Cherokee County, Oklahoma.

*Vote:* Ayes: Ratliff, Long, Combs, Highers                      Nays: none      Motion carried.

- 18.** Councilor Combs made a motion and Councilor Long seconded to adopt **Ordinance No. 1295-2020**, changing the zoning of the property located **123 W. Willis Road**, from Open Display Commercial District (C-3) to Light Industrial District (I-2) for the following real estate to-wit:

A tract or parcel of land described as follows: A tract or parcel of land lying in and being a part of the NW4 of the NE4 of Section 16, Township 16 North, Range 22 East of the Indian Base and Meridian, more particularly described as follows, to-wit: Beginning at a point on the East boundary and 46.01 feet South of the Northeast corner

of said NW4 of the NE4 of the NW4; thence 89°49'42"W, 247.8 feet; thence S2°33'44"W, 166.46 feet; thence S89°51'33"E, 254.72 feet to a point on the East boundary of said NW4 NE4 NW4; thence N0°04'10"E, 166.18 feet to the Point of Beginning, Cherokee County, Oklahoma.

*Vote:* Ayes: Long, Combs, Highers, Ratliff                      Nays: none      Motion carried.

**19.** Councilor Combs made a motion and Councilor Long seconded to adopt **Ordinance No. 1296-2020**, changing the zoning of the property located **1107 N. Cedar Avenue**, from Single Family Dwelling District (R-1) to R-1 and Specific Use Childcare Center only for the following real estate to-wit:

A Tract of land lying in the SE4 of NE4 of NE4 of Section 28, Township 17 North, Range 22 East, more particularly described as follows, to-wit: Beginning at a point 20.0 feet North and 25.0 feet West of the SE Corner of the SE4 of NE4 of NE4; thence South 89°38' West, 150 feet; thence North 0°16' West, 90 feet; Thence North 89°38' East, 150 feet; thence South 0°16' East, 90 feet to the point of beginning, Cherokee County, Oklahoma.

*Vote:* Ayes: Combs, Highers, Ratliff, Long                      Nays: none      Motion carried.

**20.** Councilor Long made a motion and Councilor Highers seconded to adopt **Ordinance No. 1297-2020**, changing the zoning of the property located **509 and 511 Circle Street**, from Single Family Dwelling District (R-1) to Two Family Dwelling District (R-2) for the following real estate to-wit:

A Part of Lot 8 and Lot 9 in Block 4 in ACADEMY ADDITION to the City of Tahlequah, Oklahoma, more particularly described as follows to-wit: Beginning at the northeast corner of said Lot 8; Thence running south along the east line of said lot 8 a distance of 182 feet; thence running west a distance of 64 feet; thence running south a distance of 49 feet; thence running in a northwesterly direction 181 feet to the northerly line of said Lot 9; thence running in an easterly direction along the northerly line of said Lot 8 and Lot 9 a distance of 184 feet to the northeast corner of said Lot 8 the point of beginning, Cherokee County, Oklahoma.

*Vote:* Ayes: Highers, Long, Mayor                      Nays: Ratliff, Combs      Motion carried.

**21.** There will be a January 21, 2020 Mid-Month Special meeting starting at 7 p.m.

**22. Councilor Highers made a motion and Councilor Long seconded to adjourn meeting at 9:23 p.m.**

*Vote:* Ayes: Ratliff, Long, Combs, Highers                      Nays: none      Motion carried.