

MINUTES

TAHLEQUAH CITY COUNCIL - SPECIAL MEETING

Date/Time of
City Council Meeting: Monday, July 20, 2020, at 4:00 p.m.
Place of Meeting: The meeting was held by Videoconference and/or
Teleconference. *See* 25 O.S. §307.1(C).

1. MEETING CONVENED

Meeting **called to order** by Mayor Catron at 4:00 p.m.

City Clerk DeAnna Hammons Called the **Roll call as follows:**

2. Roll call.

Present:

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, City Clerk DeAnna Hammons,
Interim City Administrator Alan Chapman, City Treasurer Marty Hainzinger

Absent: none

3. **Public Notice:** A Public Notice of meeting was provided July 15, 2020 at 5:51 p.m.

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 861 9168 6444 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 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.

5. **PUBLIC COMMENTS**

There were no public comments.

6. Discussion and **update only** from the **Crisis Task Force**.

7. Discussion and **update only** from the **Recovery Task Force**.

8. Discussion only regarding a possible **citywide face mask and/or nose and mouth covering mandate** in response to the COVID -19 pandemic.

9. Councilor Highers made a motion and Councilor Ratliff seconded to acknowledge receipt of the **June 2020 financials**.

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

10. Councilor Highers made a motion and Councilor Combs seconded to approve a **Resolution No. 07-20-20, supporting participation** in the **2020-2021 Oklahoma Main Street Center**.

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

11. **Mayor Catron moved agenda item #11 to be heard at 7:00 p.m.**

Discussion and possible action to authorize grant writer **Sheldon Migletto** to apply for funds for Community Development Block Grant (CDBG) **Small Cities 2020**.

12. **Mayor Catron moved agenda item #12 to be heard at 7:00 p.m.**

PUBLIC HEARING regarding the City of Tahlequah's application for **CDBG-Small Cities 2020** and consideration of the city's **Citizen Participation Plan for 2020-2021**.

13. **Mayor Catron moved agenda item #13 to be heard at 7:00 p.m.**
Discussion and possible action to formally **adopt the Citizen Participation Plan for 2020.**

14. Councilor Ratliff made a motion and Councilor Combs seconded to **reduce the Parklet Ordinance No. 1265-2018 fees from \$1,000.00 to \$1.00** until December 31, 2021 in effort to offset the spread of COVID -19.

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

15. Councilor Long made a motion and Councilor Ratliff seconded to approve the **use of the Leoser Pavilions f/n/a Morgan Street Pavilion** for the City of Tahlequah hosted event **Tahlepaws Pet Wellness Clinic free immunizations day** on October 31, 2020 from 11:00 am – 3:00 pm.

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

16. Councilor Highers made a motion and Councilor Long seconded to “**DECLINE**” **Sam’s Amusement Carnival** to set up and operate on the Felts property located at the south west corner of 4th street and Basin street beginning August 7, 2020 through August 16, 2020.

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

17. Councilor Ratliff made a motion and Councilor Long seconded to approve the **Mutual Release and Settlement Agreement** with Danya Jaylee Curtis.

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

18. Councilor Combs made a motion and councilor Ratliff seconded to approve the **placement of a bell on the Cherokee County Courthouse lawn.**

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

19. Councilor Long made a motion and Councilor Highers seconded to **surplus 27 pagers and 7 radios** and donate them to the Welling Fire Department.

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

20. Discussion item only regarding an ordinance dealing with **elected official salaries.**

21. Councilor Long made a motion and Councilor Combs seconded to accept the **resignation of Dalton Autry**, Lifeguard in the Parks and Recreation Department effective July 25, 2020.

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

22. Councilor Combs made a motion and Councilor Ratliff seconded to **approve the addition of an Infectious Disease Control Policy to the Employee Handbook of Personnel Polices modifying as needed and including allowing the Mayor, City Administrator and Health Official to determine an end date as needed.**

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

23. Discussion item only on the adoption of **Ordinance No. 1306-2020**, changing the zoning of property located at North of City, N. Grand Ave. and Highway 82 Bypass, from Single Family Dwelling District, R-1, to General Commercial District, C-2 for the following real estate:

A tract or parcel of land described as follows: A tract of land lying in and being part of the N2 SW4 SE4 and a part of the S2NW4 SE4 and a part of the NW4 NW4 SE4 of Section 21, Township17 North, Range 22 East, Cherokee County, Oklahoma, more particularly described as follows. To-wit; Beginning at a point 40.0 feet East of the Westerly boundary of said S2 NW4 SE4 and 950.0 feet North of the South boundary of said N2 SW4 SE4 said point being on the East boundary of Oklahoma State Highway No. 82; thence N 89°50'26" E, 240.00 feet; thence S 0°06'29"E, 450.00 feet; thence N 89°50'25" E, 999.54 feet to a point on the Southerly boundary of Oklahoma State Highway NO.82 BY-Pass; thence N 52°32'07" W, along the Southerly boundary of Oklahoma State Highway No. 82 By-Pass, 4.84 feet, thence N88°15'46" W, 209.83 feet, thence I a Northwesterly Direction on a curve to the right, having a radius of 2565.53 feet, the chord being N 51°53' W, 521.50 feet, an arc distance of 522.40 feet; thence N 40°58'55" W, 238.77 feet, thence in a Northwesterly direction on a curve to the right, having a radius of 2555.53 feet, the chord being N 30°09'42" W, 932.24 feet, an arc distance of 937.47 feet; thence S 89°53'31" W, 8.13 feet to a point on the East boundary of Oklahoma State Highway NO. 82; thence S 0°06'29" E, 942.28 feet to the Point of Beginning. Containing 11.91 acres, more or less.

24. Discussion item only on the adoption of **Ordinance No. 1307-2020**, changing the zoning of property located a 1210 and 1300 Seminary Avenue, form Single Family Dwelling District, R-1, to Multi-Family Dwelling District, R-3 for the following real estate:

A tract or parcel of land described as follows:

Tract1; Beginning at the NW Corner of the W1/2 of W1/2 of SE1/4 of NE1/4 of NW1/4 of Section 28, Township 17, Range 22 East; Thence South a distance of 271 Feet to a point of beginning; thence South 50 feet; thence East a distance of 165 feet; thence North a distance of 50 feet; thence a distance of 165 feet to point of beginning,

Tract 2; A tract of land lying or situated in the W2 of W2 SE4 of NE4 of NW4 of Section 28, Township 17, Range 22 East if the I.B. & M., more particularly described as follows: Beginning at a point on the West line of said 2 ½ acres 321 Feet South of the NW corner there of; thence East 165 Feet; thence South 84 Feet; thence West 165 Feet; thence North 84 feet to Point of Beginning, Cherokee County, State of Oklahoma. Planning and Development Director Taylor Tannehill

- **Mayor Catron called for a BREAK at 6:38 p.m.**
- **Mayor Catron called for a vote to reconvene meeting at 7:00 p.m.**

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

11. Councilor ___ made a motion and Councilor ___ seconded to authorize grant writer **Sheldon Migletto** to apply for funds for Community Development Block Grant (**CDBG Small Cities 2020**).

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

12. PUBLIC HEARING regarding the City of Tahlequah's application for **CDBG-Small Cities 2020** and consideration of the city's **Citizen Participation Plan for 2020-2021**.

13. Councilor Combs made a motion and Councilor Ratliff seconded to formally **adopt the Citizen Participation Plan for 2020**.

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

25. **Councilor Long made a motion and Councilor Ratliff seconded to adjourn meeting at 7:21 p.m.**

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

