

MINUTES
TAHLEQUAH CITY COUNCIL - REGULAR MEETING
TUESDAY, SEPTEMBER 6, 2022 - 5:30 PM
CITY HALL COUNCIL CHAMBERS – 111 S. CHEROKEE AVE.

1. MEETING CONVENED

Meeting **called to order** by Mayor Catron at 5:30 pm.

City Clerk Whitney Shaw called the **Roll call as follows:**

Present:	Councilor Ward I	Bree Long
	Councilor Ward II	Keith Baker
	Councilor Ward III	Stephen Highers
	Councilor Ward IV	Trae Ratliff

Others Present:

Mayor Sue Catron, City Prosecutor BJ Baker (sitting for City Attorney), City Administrator Alan Chapman, City Treasurer Marty Hainzinger, City Clerk Whitney Shaw, I.T. Support Specialist Mario De La Hoya

Invocation – Pastor John Lee, Park Hill Baptist Church

Flag salute.

Public Notice: A Public Notice of meeting was provided November 15, 2021 at 2:36 p.m. to the Secretary of State of Oklahoma and additional notice was provided August 30, 2022 at 3:27 p.m. at 111 Cherokee Ave. Tahlequah, OK 74464.

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 883 4308 7048 Password 4560651**. 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

Dr. John Uzzo spoke regarding Northeastern Health Systems and the Tahlequah Hospital Authority Board.

4. CONSENTAGENDA

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

- a) To approve the minutes from the Council Meetings on August 1, 2022, August 16, 2022, and August 19, 2022.
- b) To acknowledge receipt of the July 2022 P-card statement.
- c) To acknowledge receipt of August 2022 check register.
- d) To approve Audit Engagement letter with Arledge for year-end June 30, 2022.
- e) To approve Compilation Engagement letter with Crawford & Associates for year-end June 30, 2022.
- f) To close out the Airport Apron Design Grant; AIP Project 3-40-0093-017-2021.
- g) To close out 17983 CDBG 20 Grant; City Street Overlay.
- h) **Removed by Councilor Baker.**
- i) To acknowledge receipt of Treasurer's Investment Schedule as of July 31, 2022.
- j) To acknowledge receipt of an internal June 30, 2022 Year End Financial Statement.
(AVAILABLE ON CITY WEBSITE UNDER NEWS & ANNOUNCEMENTS)
- k) Approve the use of City Property (Norris Park & S. Muskogee Ave between Morgan and Goingsnake) for a Beer Garden at the 2022 OKS Wagen Festival on October 15th per the Tahlequah Main Street Association.
- l) Approve appointment of Peggy Glenn to the Library System's Board of Trustees in accordance with the provisions of the Oklahoma Library Code 65 O.S. 1981, Section 4-103 (b).
- m) To approve the Promotion of Matthew Frits from Sergeant I to Lieutenant 1 within the Police Department.
- n) To approve the contract of Richard Smith for the opening/closing of cemetery graves at the cost of \$350 per grave.
- o) **Removed by Councilor Baker.**
- p) To approve the contract of 31 Dynamic Group, LLC for grant writing services.
- q) To approve the contract of Ritchie Rock & Atwood for the legal services related to Right-of-Way acquisition on Muskogee Ave.
- r) To accept the resignation from Eric Burns and Lillian Redd, Lifeguards in the Parks and Recreation Department, effective August 5, 2022.
- s) To accept the resignation from Whitney Baker, Laborer in the Parks and Recreation Department, effective August 11, 2022.
- t) To hire Matthew Sparks, Full-time Laborer in the Parks and Recreation Department at \$14.00 per hour effective September 6, 2022.
- u) To hire Karen Murphy, Executive Administrative Assistant in the Managerial Department at \$44,000 annually, effective August 29, 2022.

- v) To accept the resignation of Caleb Rice, Patrolman in the Police Dept., effective August 29, 2022.
- w) To approve the Emergency Purchase, under Section D of the Purchasing Policy, engine replacement in the amount of \$39,246.88 for Fire Truck.

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

5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for July Employees:

- **Della Combs - 5 yrs. - Tahlequah City Police Department**
- **Matthew Frits: 5 yrs. - Tahlequah City Police Department**
- **Darryl R. Cypert: 15 yrs. - Waste Management**

Report from Library - Verbal report

Report from Chamber of Commerce - Verbal report

Report from Tour Tahlequah – Verbal report

Report from the Tahlequah Main Street Association – Verbal report

REGULAR SESSION

6. There were two (2) items removed from the Consent Agenda. Councilor Baker had requested the removal of consent agenda item **h** and item **o**.

h) Councilor Ratliff made a motion and Councilor Long seconded to approve the City Administrator access to Online banking to back-up Finance Support Officer.

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

o) Councilor Baker made a motion and there was no second to table the appointment of and contract with Attorney John Tyler Hammons.

Vote: No Action Taken

7. Councilor Highers made a motion and Councilor Baker seconded to approve, with modification, the extension of the Tahlequah Police Department Recruitment and Hiring Incentive agreement for current fiscal year.

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

8. Chief of Police Nate King and Fire Chief Casey Baker led a discussion of proposed move of the Cherokee County 911 Center to the Tahlequah Police Station.

9. Planning & Development Director Taylor Tannehill led a discussion regarding Ordinance No. 1343-2022, An ordinance changing the zoning from Single Family Residential District (R-1) to Residential Multifamily District (R-3) for a multifamily

development on approximately 5 acres of land located on the Southwest Corner of E. Downing and Nalley Road, more particularly described as follows:

The North half of the NE NE NE of Section 34, Township 17 North, Range 22 East, City of Tahlequah, Cherokee County, State of Oklahoma.

Dr. John Uzzo, Jamie Hale, and Property Owner Grant Cox all spoke during this discussion.

- 10.** Councilor Ratliff made a motion and Councilor Highers seconded to approve the Preliminary/Final Plat of Collision Center Addition.

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

- 11.** Councilor Ratliff made a motion and Councilor Baker seconded to approve, with modification in the amount of \$203, 956.00, the purchase agreement for a 2023 Freightliner M2-106 Rear-load packer truck. The body on this will be purchased using Sourcewell Contract 091219-NWY. The chassis will be purchased using OK State Contract SW035T.

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

Councilor Highers exits Council Meeting at 6:59 p.m. and returns at 7:01 p.m.

- 12.** Councilor Ratliff made a motion and Councilor Baker seconded to approve, with the modification of a 60 month time period, the lease of a 2022 Ram 1500 truck for the amount of \$1101.77/month through the Enterprise Fleet Management Program.

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

- 13.** Councilor Ratliff made a motion and Councilor Highers seconded to approve a Notice of Intent with the State of Oklahoma Emergency Management for an EMPG, Emergency Management Performance Grant.

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

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- 14. Councilor Ratliff made a motion and Councilor Long seconded to exit Regular Session and enter into Executive Session.**
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Vote: Ayes: Ratliff, Long, Highers, Baker Nays: none **Motion carried**

- 15.** Councilor Long made a motion and Councilor Ratliff seconded to reconvene into Regular Session at 8:47 p.m.

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

16. Councilor Ratliff made a motion and Councilor Long seconded to approve the purchase and utilization of real property located adjacent to Anthis Sports Complex, as provided by 25 O.S. § 307(B)3 by Mayor Sue Catron and City Administrator Alan Chapman at the price of \$4000.00/acre plus closing costs, up to 20 acres.

Vote: Ayes: Long, Highers, Ratliff Nays: Baker **Motion carried**

17. **No action taken** on the purchase and utilization of real property located at 200 W. Choctaw St, as provided by 25 O.S. § 307 (B)3.

18. Councilor Ratliff made a motion and Councilor Long seconded to approve allowing the Mayor and/or City Administrator to negotiate a sales contract for the real property located at 400 S. Phoenix Park Avenue.

Vote: Ayes: Ratliff, Long, Highers Nays: Baker **Motion carried**

19. Mayor Sue Catron scheduled a mid-month Special Meeting for 5:30 p.m. on September 19, 2022.

20. Councilor Ratliff made a motion and Councilor Long seconded to adjourn at 9:12 p.m.

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