

2nd AMENDED AGENDA

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of

City Council Meeting:

Tuesday, September 6, 2022 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: 883 4308 7048
Passcode: 4560651

1. MEETING CONVEND

Meeting called to order

Roll call

Invocation –Police Chief Nate King

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

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 from the Council Meetings on August 1, 2022, August 16, 2022, and August 19, 2022. **(1-10)**
- b) To acknowledge receipt of the July 2022 P-card statement. **(11-12)**
- c) To acknowledge receipt of August 2022 check register. **(13-20)**
- d) To approve Audit Engagement letter with Arledge for year-end June 30, 2022. **(21-27)**
- e) To approve Compilation Engagement letter with Crawford & Associates for year-end June 30, 2022. **(28-32)**
- f) To close out the Airport Apron Design Grant; AIP Project 3-40-0093-017-2021. **(33-35)**
- g) To close out 17983 CDBG 20 Grant; City Street Overlay. **(36)**
- h) To approve City Administrator access to Online banking to back-up Finance Support Officer. **(37-38)**
- i) To acknowledge receipt of Treasurer’s Investment Schedule as of July 31, 2022. **(39)**
- j) To acknowledge receipt of an internal June 30, 2022 Year End Financial Statement. **(AVAILABLE ON CITY WEBSITE UNDER NEWS & ANNOUNCEMENTS) (40/City Website)**
- 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. **(41-42)**

- 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). **(43)**
- 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. **(44-52)**
- o) To approve the appointment of and contract with Attorney John Tyler Hammons as City Attorney.
- p) To approve the contract of 31 Dynamic Group, LLC for grant writing services. **(55-56)**
- q) To approve the contract of Ritchie Rock & Atwood for the legal services related to Right-of-Way acquisition on Muskogee Ave. **(57)**
- r) To accept the resignation from Eric Burns and Lillian Redd, Lifeguards in the Parks and Recreation Department, effective August 5, 2022. **(from HR)**
- s) To accept the resignation from Whitney Baker, Laborer in the Parks and Recreation Department, effective August 11, 2022. **(from HR)**
- t) To hire Matthew Sparks, Full-time Laborer in the Parks and Recreation Department at \$14.00 per hour effective September 6, 2022. **(from HR)**
- u) To hire Karen Murphy, Executive Administrative Assistant in the Managerial Department at \$44,000 annually, effective August 29, 2022. **(from HR)**
- v) To accept the resignation of Caleb Rice, Patrolman in the Police Dept., effective August 29, 2022. **(from HR)**
- 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. **(Supplement)**

5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for Employees by Director of Human Resources
M'Lynn Pape:

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
 Report from Chamber of Commerce
 Report/Video from Tour Tahlequah
 Report from the Tahlequah Main Street Association

REGULAR SESSION

6. Discussion and possible action on items removed from the **consent** agenda.

7. To approve, approve with modification, or deny the extension of the Tahlequah Police Department Recruitment and Hiring Incentive agreement for current fiscal year. **Chief of Police Nate King (58-61)**
8. Discussion of proposed move of the Cherokee County 911 Center to the Tahlequah Police Station. **Chief of Police Nate King**
9. Discussion Only: **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. **Planning & Development Director Taylor Tannehill (62-86)**
10. Discussion and possible action to approve, approve with modifications, or deny the Preliminary/Final Plat of Collision Center Addition. **Planning & Development Director Taylor Tannehill (87-90)**
11. Discussion and possible action to approve or deny 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. **Solid Waste Superintendent Chris Armstrong (91-112)**
12. Discussion and possible action to approve or deny the lease of a 2022 Ram 1500 truck for the amount of \$1101.77/month through the Enterprise Fleet Management Program. **Emergency Management Director Mike Underwood (113-119)**
13. Discussion and possible action to approve or deny a Notice of Intent with the State of Oklahoma Emergency Management for an EMPG, Emergency Management Performance Grant. **Emergency Management Director Mike Underwood (120/City Website)**

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

- ❖ **Discussion of the purchase and utilization of real property located adjacent to Anthis Sports Complex, As provided by 25 O.S. § 307 (B)3.**
 - ❖ **Discussion of the purchase and utilization of real property located at 200 W Choctaw St, As provided by 25 O.S. § 307 (B)3.**
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15. Reconvene into Regular Session.
16. Discussion and possible action of the purchase and utilization of real property located adjacent to Anthis Sports Complex, As provided by 25 O.S. § 307(B)3.
17. Discussion and possible action of the purchase and utilization of real property located at 200 W. Choctaw St, As provided by 25 O.S. § 307 (B)3.
18. Discussion and possible action to approve or deny, allowing the Mayor and/or City Administrator to negotiate a sales contract for the real property located at 400 S. Phoenix Park Avenue. **Councilman Trae Ratliff**
19. Discussion of mid-month special meeting.
20. Adjourn.