

# AGENDA

## TAHLEQUAH CITY COUNCIL - REGULAR MEETING

**Date/Time of Meeting:** Monday, November 6, 2023 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).

Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When the City Council desires more information on an item, the City Council may refer the matter to City staff or to a committee for further consideration. Under certain circumstances, items may be deferred to a specific date or stricken from the agenda entirely.

Members of the public may attend the meeting in person remotely by Zoom using the instructions for remote attendance, provided below. The remote attendance option is provided to the general public to encourage and facilitate an informed citizenry.

**Join “Zoom” Meeting**  
**Meeting ID: 810 7862 1352**  
**Passcode: 4560651**

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### 1. MEETING CONVENED

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Meeting called to order

Roll call

Invocation –Reverend Clifton Loman, First Lutheran Church

Flag Salute

**Public Notice:** A Public Notice of meeting was provided December 6, 2022 at 4:45 p.m. to the Secretary of State of Oklahoma and additional notice was provided October 31, 2023 at 11:00 a.m. at 111 Cherokee Ave. Tahlequah, OK 74464.

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### 2. PUBLIC INSTRUCTIONS:

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**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](http://www.zoom.us)) **Access Code: 810 7862 1352 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@tahlequah.gov](mailto:cityclerk@tahlequah.gov).

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### 3. PUBLIC COMMENTS

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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.

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#### **4. CONSENT AGENDA**

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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) Approve the **minutes** from the **October 2, 2023** City Council meeting and **November 1, 2023** City Council special meeting.
- b) Acknowledge receipt of the **September 2023 Check Register**.
- c) Acknowledge receipt of the **October 2023 Check Register**.
- d) Acknowledge receipt of the **September 2023 Investment Schedule**.
- e) Acknowledge receipt of the **September 2023 Purchasing Card Statement**.
- f) Acknowledge receipt of the **October 2023 Purchasing Card Statement**.
- g) Acknowledge receipt of the **July 2023 Financial Statement**.
- h) Acknowledge receipt of the **August 2023 Financial Statement**.
- i) Acknowledge receipt of the **September 2023 Financial Statement**.
- j) Acknowledge receipt of the **Tahlequah Hospital Authority** monthly report for **October 2023**.
- k) Approve the **2024 Meeting Schedules** for the following Boards, Committees, Trusts, etc. to be submitted to the Oklahoma Secretary of State: Abatement Board, Airport Board, Board of Adjustment, Cemetery Board, Historic Preservation Board, Joint Airport Zoning Board, Planning Commission, Tahlequah City Council, Tahlequah Education Facilities Authority, Tahlequah Hospital Authority, Tahlequah Public Facilities Authority, and Tahlequah Regional Development Authority.
- l) Approve Mayor's appointment of **Christ Pruitt** to the **Cemetery Board**.
- m) Approve Mayor's appointment of **Jill Taylor** to the **Cemetery Board**.
- n) Approve the **budget amendment** for Donations Received in current year and prior year unbudgeted carryover in the **Restricted Donation Fund #425**.
- o) Approve the purchase under State Contract #SW035T & SW106 (1) **Freightliner 108SD Dump Truck with 15' Dump**, for the amount of \$139,497.00, monies from approved 2023-2024 Capital Budget and was set aside for this purchase from **GL210-50-8502**.
- p) Approve the purchase of **M2 106 Plus Chassis** from **Premier Truck Group** on State Contract #SW035T for the amount of \$123,068.00 using **Equipment Reserve GL115-65-8701**.
- q) To hire **Francisco Federico** as a Collector in the Solid Waste Department at \$33,000 annually, effective November 7, 2023.
- r) To hire **Jonkade Pitner** as a Driver in the Solid Waste Department at \$39520 annually, effective October 11, 2023.
- s) To accept the resignation from **Marlena Montes**, PT Laborer in the Parks and Recreation Department, effective October 30, 2023.
- t) To accept the resignation from **Steve Young**, Assistant Police Chief in the Police Department (retirement), effective October 31, 2023.
- u) To accept the resignation from **Chris Smith**, Patrolmen in the Police Department (retirement), effective November 3, 2023.
- v) Approve promotion of Dexter Scott to **Assistant Chief of Police**.

- w) To approve City employees who work the **Christmas Parade** on December 1, 2023 to receive paid overtime in lieu of comp time.

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## 5. ANNOUNCEMENTS & PRESENTATIONS

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Recognition for Years of Service October Employees:

- **Robert Sturm, 5 yrs.** Street Department
  - **Brian Alexander, 5 yrs.** Parks and Recreation Department
  - **SPECIAL PRESENTATION BY POLICE CHIEF NATE KING**
  - **SPECIAL PRESENTATION BY MAYOR SUZANNE MYERS**
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### REGULAR SESSION

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6. Discussion and possible action on items removed from the **consent** agenda.
7. **FIRST READING** of **Ordinance No. 1372-2023**, an Ordinance of the City of Tahlequah, Oklahoma, amending the Tahlequah City Code, Part 13, Public Safety; Chapter 13-1, Fire Prevention; by updating and making changes to various international codes; providing for codification, severability, repealer, and setting an effective date. READING ONLY
8. **FIRST READING** of **Ordinance 1355-2023**, an ordinance to close a portion of **Wilcox Circle**. READING ONLY
9. Discussion and possible action to approve, approve with modifications, or deny a **one-time incentive** in the amount of \$1500.00 for each full-time employee, effective November 17, 2023 as described in **Mayor's Budget Message** for fiscal year 2023-2024. This incentive excludes elected officials, seasonal part-time, part-time, and contract employees. Human Resource Director M'Lynn Pape
10. Discussion and possible action to approve, approve with modification, or deny adding a **Retiree Health and Dental Benefit** to the offerings for plan year November 1, 2023 to October 31, 2024. Human Resource Director M'Lynn Pape
11. Discussion and possible action to approve, approve with modification, or deny **Ordinance No. 1370-2023**, an ordinance updating the City of Tahlequah code relating to the employment and compensation of City Employees and **declare an emergency**. City Administrator Taylor Tannehill and City Attorney JT Hammons
12. Approve or deny declaration of emergency for **Ordinance No. 1370-2023**.
13. Discussion and possible action to authorize the Mayor to enter into a contract with **Freese and Nichols, Inc.** to conduct a city wide drainage **master drainage plan** in accordance with **FEMA DR 4530 Project #0009**. City Administrator Taylor Tannehill
14. Discussion and possible action to accept The **BJA Patrick Leahy Bulletproof Vest Partnership FY 2023 grant** in the awarded amount of \$20,228.00 and amend budget accordingly. Chief of Police Nate King

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**15. PROPOSED EXECUTIVE SESSION-Motion to exit Regular Session and enter into Executive Session**

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- ❖ Pursuant to 25 OS 307(B)(3), (4), and/or (7) discussion regarding confidential communications related to the City of Tahlequah v. Springwater, LLC, et al., Cherokee County District Court, State of Oklahoma, Case Nos. CV-2018-43 and CJ-2020-56, and if necessary, take appropriate action in Open Session.

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**16. Possible action related to the discussion of confidential communications related to the City of Tahlequah v. Springwater, LLC, et al., Cherokee County District Court, State of Oklahoma; Case Nos. CV-2018-43 and CJ-2020-56.**

**17. Adjourn.**

Posted at Tahlequah City Hall, 111 S. Cherokee Ave., Tahlequah, OK at 4:30 p.m. on

Thursday, November 2, 2023 by:

*Whitney G. Shaw*

