

# AGENDA

## TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of  
City Council Meeting: Monday, April 4, 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 1755 2187**  
**Passcode: 4560651**

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### 1. MEETING CONVENED

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**Meeting called to order**

**Roll call**

**Invocation – Jay Jones – Abundant Life 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 March 21, 2022 at 3:54 p.m.

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### 2. PUBLIC INSTRUCTIONS:

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**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](http://www.zoom.us)) **Access Code 883 1755 2187 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](mailto: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.

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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.

**If you wish to comment type the word "Comment" along with your name in the chat bar and wait to be called on.**

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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) To approve the minutes of the March 7, 2022 regular City Council meeting.
- b) To approve the monthly check register for March 2022.
- c) To acknowledge receipt of the February 2022 Financial Statement.
- d) To acknowledge receipt of the March 2022 P Card Statement.
- e) To approve the annual update required and any changes contained therein to the City of Tahlequah Travel Policy.
- f) To approve the annual update required and any changes contained therein to the City of Tahlequah Comprehensive Purchasing Policy & Procedure Manual.
- g) To authorize the Mayor to execute an affirmation for right to use agreement with Lake Region Cooperative, Inc. and any solely owned subsidiaries to utilize an existing street, drainage, and utility easement to install UG cables (underground cables) in the Tahlequah Business and Technology Park.
- h) To approve a utility and drainage easement from Southwestern Bell Telephone Company located at 996 S College Avenue.
- i) To accept the resignation from Kristin Berry, Cashier in the Managerial Department, effective March 29, 2022.
- j) To accept the resignation of Johnny Kelley, Driver in the Solid Waste Department, effective March 10, 2022.
- k) To accept the resignation of Rylee Blackman, PT Concessions in the Parks and Recreation Department, effective March 16, 2022.
- l) To accept the resignation of Michael Secratt, PT Laborer in the parks and Recreation Department, effective March 7, 2022.
- m) To accept the resignation of Blaine Adams, Volunteer Firefighter in the Fire Department, effective March 24, 2022.
- n) To hire Seth Spencer, Full Time Laborer in the Parks and Recreation department at \$27,671.00 annually, effective April 11, 2022.
- o) To hire Brett Gan, PT Laborer in the Parks and Recreation department at \$10.50 per hour, effective April 11, 2022.
- p) To hire Caden Waits, Trace Russell, and Alayna McAlpine as Lifeguards in the Parks and Recreation Department at \$12.00 per hour.
- q) To hire Andrew Craig, Patrolman III in the Police Department at \$43,137.79 annually, effective March 28, 2022.
- r) To hire Steffon Herd, Patrolman I in the Police Department at \$39,128.67 annually, effective March 28, 2022.

- s) To promote Randy Tanner from Lieutenant to Captain at \$60,174.66 annually, effective April 11, 2022
- t) To hire Justin Fort, Labor/Operator in the Street Department at \$28,989.00 annually, effective April 11, 2022.
- u) To acknowledge receipt of the Tahlequah Public Works Authority June 30, 2021 Fiscal Year audit.
- v) To accept FEMA Hazmat Grant.

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## 5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

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Recognition of Years of Service for April Employees:

- **Kenny Barnes – Fire Department – 20 years**

Recognition of the City of Tahlequah's **Employee of the Month**, April 2022 Presented by Director of Human Resources M'Lynn Pape

- Special recognition of the Tahlequah Solid Waste and Street Departments. Director of Human Resources M'Lynn Pape

Report from Library

Report from Chamber of Commerce

Report from Tour Tahlequah a Department of the Tahlequah Area Chamber of Commerce

Report from the Tahlequah Main Street Association

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## REGULAR SESSION

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- 6. Discussion and possible action to approve, approve with modification, or deny items removed from the **consent** agenda.
  - 7. Discussion on proposed budget amendments related to unbudgeted revenue and increase in operating expenses and capital project expenses. City Treasurer Marty Hainzinger
  - 8. Discussion and possible action to approve, approve with modifications, or deny **renaming the Tahlequah Fire Regional Training Center to the Chief Bob Adrian Regional Fire Training Center**. Fire Chief Casey Baker
  - 9. Discussion and possible action to approve, approve with conditions, or deny the **placement of non-residential modular structures located at 1614 W 760 Rd. Tahlequah, OK**. Planning and Development Director Taylor Tannehill
  - 10. Discussion and possible action to accept the **FAA Apron Rehab Grant** and approve Resolution No. 04-04-2022 and establish budget authority for same. Airport Manager Brian Lambert
  - 11. Discussion and possible action to approve, approve with modification, or deny advertising for the budgeted position of a part-time animal control officer. Director of Human Resource M'Lynn Pape
  - 12. **PROPOSED EXECUTIVE SESSION – Motion to exit Regular Session and enter into Executive Session.**
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- ❖ Discussion related to the possible purchase and/or appraisal of real property located at or around 308 Basin Ave., Tahlequah, OK 74464, as provided by 25 O.S. § 307 (B)(3).
  - ❖ Discussion pertaining to the appraisal of real property located at the intersection of Bluff Avenue and May Avenue, more particularly described as Lot 5 Block 92 of the Original Townsite, City of Tahlequah, Cherokee County, Oklahoma, as provided in 25 O.S. §307 (B)(3).
  - ❖ Discussion pertaining to the 2022-2023 contract with FOP Lodge 201, as provided in 25 O.S. §307(B)(2).
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13. Reconvene Regular Session.

14. Discussion and possible action to approve, approve with modifications, or deny the **purchase of real property located at or around 308 Basin Ave., Tahlequah, OK 74464.**

15. Discussion and possible action to accept, counter, or deny offer to purchase City owned real property located at the intersection of Bluff Avenue and May Avenue, more particularly described as Lot 5 Block 92 of the Original Townsite, City of Tahlequah, Cherokee County, Oklahoma and authorize the Mayor to execute a Quit Claim Deed for the sale of the same.

16. Discussion and possible action pertaining to the **2022-2023 contract with FOP Lodge 201.**

17. Discussion of mid-month special meetings.

18. **Adjourn.**