

MINUTES

TAHLEQUAH CITY COUNCIL – SPECIAL MEETING

Date/Time of City Council Meeting: Wednesday, January 19, 2022, at 5:30 p.m.
Place of Meeting: The meeting was held at 111 Cherokee Ave. Tahlequah, OK 74464 (voting members of the public body were present in person) and by Videoconference and/or Teleconference.

All voting members of the public body attended the meeting in person, any member of the public, nonvoting elected officials, and/or City staff was able to attend the meeting in person with appropriate distancing or remotely by Zoom Videoconference and/or Teleconference. Instructions for remote attendance are provided below.

1. MEETING CONVENED

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

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

Councilors Present:

Councilor Ward II	Keith Baker
Councilor Ward III	Stephen Highers
Councilor Ward IV	Trae Ratliff

Others Present:

Mayor Sue Catron, City Attorney Grant Lloyd, City Clerk DeAnna Hammons, City Treasurer Marty Hainzinger

Absent: Councilor Ward I Bree Long

3. **Public Notice:** A Public Notice of meeting was provided January 12, 2022 at 12:38 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 879 5898 7572 Password 4560651 Access.** 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

IT Director Randy Powell – recognition of Matt Kenyon of his work with in the IT department and for the City.

REGULAR SESSION

6. Councilor Ratliff made a motion and Councilor Highers seconded to TABLE acknowledging receipt of the Tahlequah Regional Development Authority annual Audit for fiscal year-end June 30, 2021.

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

7. **PUBLIC HEARING: Closeout of 17983-CDBG-20 Small Cities grant** from the Oklahoma Department of Commerce.

8. Councilor Highers made a motion and Councilor Ratliff seconded to accept the **completed project MMR-1 Mimosa, Mahaney, Rayne street** improvement project partially funded by CDBG-20 Small Cities funds; officially closing out the project.

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

9. **PUBLIC HEARING: CDBG-22 Small Cities grant** funds for Cedar Street Improvement project.

10. Councilor Ratliff made a motion and Councilor Baker seconded to adopt with modifications (correcting the Resolution number from 07-20-20 to **Resolution No. 01-19-22** on the document in the Council packet) **Resolution No. 01-19-22-Making application with the Oklahoma Department of Commerce CDBG-22 Small Cities grant; committing matching funds; authorizing the mayor and city clerk to execute all required documents in relation therewith.**

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

11. Councilor Ratliff made a motion and Highers Councilor seconded to adopt the Citizen **Participation Plan for 2022 - CDBG Small Cities grant.**

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

- Mayor Catron moved agenda number 17 to be heard before agenda number 12.

17. Discussion and presentation only of the **City of Tahlequah Redistricting Recommending Committee's report and/or findings** and discussion related to **Ordinance No. 1331-2022, an ordinance changing the ward boundaries of the City of Tahlequah as required by the State of Oklahoma after each federal census.**

12. No Action was taken regarding LeaseRate Quote Open-End (Equity) Quote No. 6142302 with **Enterprise Fleet Management.**

13. Councilor Highers made a motion and Councilor Ratliff seconded to approve **hiring Lisa Gambrell as a Cashier** in the Managerial Department at a T111.

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

14. Councilor Ratliff made a motion and Councilor Highers seconded to award the contract for the City of Tahlequah, **Safe Routes to School** project to Bison Civil, LLC in the amount of \$300,061.71 and authorize the use of the Streets and Sidewalks Funds to supplement the Safe Routes to School Grant Funds.

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

15. Councilor Highers made a motion and Councilor Ratliff seconded to approve **Ordinance No. 1330-2021, an ordinance amending "Exhibit A" of Ordinance No. 1303-2020 to include Excessive Nuisance Alarms.**

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

16. Councilor Baker made a motion and Councilor Highers seconded to approve with

modifications a **hiring incentive bonus plan for the Tahlequah Police Department for the remainder of the fiscal year ending June 30, 2022.**

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

17. Mayor Catron had previously moved agenda item to be heard before agenda item number 12.

18. Councilor Ratliff made a motion and Councilor Highers seconded to approve the City of Tahlequah's use of **electronic signatures** and the City Clerk's use of the Official Electronic Seal of the City of Tahlequah on required documents.

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

19. Councilor Highers made a motion and Councilor Ratliff seconded to adjourn meeting at 6:24 p.m.

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