

MINUTES

TAHLEQUAH CITY COUNCIL – REGULAR MEETING

Date/Time of City Council Meeting: Monday, February 7, 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.
City Clerk DeAnna Hammons Called the **Roll call as follows:**

Councilors 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 Attorney Grant Lloyd, City Clerk DeAnna Hammons, City Administrator Alan Chapman, City Treasurer Marty Hainzinger

Absent: none

Invocation – Ed Hayworth – Cross Roads Ministries

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 February 2, 2022 at 11:38 a.m.

2. 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 873 1830 2170 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.

3. PUBLIC COMMENTS

There were no public comments made.

4. CONSENT AGENDA

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

- a) To approve the minutes of the January 3 & January 19, 2022 City Council meetings.
- b) To approve the monthly check register for January 2022.
- c.) To acknowledge receipt of December Financial Statement.
- d.) To acknowledge receipt of January P-Card Statement.
- e.) To authorize payment of one-time stipend, referenced in Article 23 Section 7 of the Agreement between the City of Tahlequah and International Association of Firefighters Local 4099 2021-2022, out of remaining Expenditure Reimbursement Funds and existing ARPA funds approving budget re-allocation and fund transfer.
- f.) To appoint Ms. Betty Brown to the Historic Preservation Board replacing Mr. Richard Zellner with term ending May 2026.
- g.) To appoint Ms. Patsy Ann Smith to the Historic Preservation Board replacing Mr. Terry Osborne with term ending May 2027.
- h.) To reappoint Ms. Tammy Phillips to the Historic Preservation Board with term ending May 2023.
- i.) Removed to be heard in Regular Session by Councilor Baker.**
- j.) To reappoint Ms. Bree Long to the Tahlequah Public Works Authority Board with term ending May 2026.
- k.) To reappoint Mr. Todd Mutzig to the Tahlequah Public Works Authority Board with term ending May 2026.

- l.) To reappoint Mr. Darell Christopher to the Cemetery Board with term ending May 2026.
- m.) To appoint Dr. Douglas Nolan to the Tahlequah Hospital Authority Board replacing Ms. Judy Williams with term ending May 2024.
- n.) To appoint Ms. Connie Davis to the Tahlequah Hospital Authority Board replacing Ms. Susan Plumb with term ending May 2025.
- o.) To reappoint Dr. Charles Gosnell to the Tahlequah Hospital Authority Board with term ending May 2025.
- p.) To approve the Preliminary/Final plat of Schlotzsky's located at 3452 S. Muskogee Avenue.
- q.) To approve the Preliminary/Final Plat of Tropical Smoothie Café, located at 3478 S. Muskogee Avenue.
- r.) To accept the resignation from Matt Kenyon, Computer Support Specialist in the IT Department, effective January 21, 2022.
- s.) To accept the resignation from Dorsette Price, PT Laborer in the Parks and Recreation Department, effective January 26, 2022.
- t.) To hire Grant Webb, Part Time Laborer (552) in the Parks and Recreation Department at \$9.50 per hour.
- u.) To hire Kyle Turley, Patrolman III in the police department at \$43,137.79 effective February 8, 2022.
- v.) To hire Justin Jackson as a Full Time Dispatcher at \$27,671.00, in the Police Department effective February 8, 2022.
- w.) To approve a Public Utility Easement provided by (Grantor) Holly C. Berry to the City of Tahlequah (Grantee) with the following legal description: A 20.00 feet wide strip of land lying in part of the SE1/4 of Section 9, T1 6N, R22E, Cherokee County, Oklahoma being more particularly described as follows: Commencing at the Southeast corner of said SE1/4, thence S88°29'01 "W along the South line of said SE1/4 18.05 feet; thence NO1 030'59"W 16.50 feet to the point of beginning; thence S88°29'01 "W 25.31 feet; thence N39°18'02"W 23.41 feet; thence S88°29'01 "W 327.72 feet; thence N02°12'!3"W 20.00 feet; thence N88°29'01 "E 337.76 feet; thence S39°18'02"E 48.71 feet to the point of beginning. Containing 0.17 acres, more or less.
- x.) To approve a Public Utility Easement provided by (Grantor) William L. Berry to the City of Tahlequah (Grantee) with the following legal description: A20.00 fee wide strip of land lying in part of Lot 7, Block 1 of Indian Meadows Estates, a subdivision in Section 10, T16N, R22E, Cherokee County, Oklahoma being more particularly described as follows: Commencing at the Northeast corner of said Lot 7, thence S01° 40'29"E along the East line thereof 46.42 feet to the point of beginning; thence S01°40'29"E along said East line 23.34feet; thence N60°39'53"W 68.66 feet to the northerly line of said Lot 7; thence N58°01'32"E along said northerly line 22.80 feet; thence 60°39'53"E 45.69 feet to the point of beginning. Containing 0.03 acres, more or less. Together with an additional width of 20.00 feet adjacent and parallel to each die of said strip for temporary construction easements.
- y.) To approve a Public Utility Easement provided by (Grantor) Michael W. Hammond to the City of Tahlequah (Grantee) with the following legal

description: A 25.00 feet wide strip of land lying in part of the E1/2 E1/2 SW1/4 SW1/4 of Section 10, T16N, R22E, Cherokee County, Oklahoma being more particularly described as follows: Commencing at the Southwest corner of said E1/2 E1/2 SW1/4 SW1/4, thence N01 044'48"W along the West line thereof 16.50 feet to the point of beginning, said point being on the northerly section line statutory right-of-way line; thence NO I 040'39"W along said West line I, 150.71 feet; thence S60°39'5 3"E 29.17 feet; thence SO I 040'29"E 1,135.43 feet to said northerly section line statutory right-of-way line; thence S87°43'54"W 25.00 feet to the point of beginning. Containing 0.66 acres, more or less. Together with an additional width of 20.00 feet adjacent and parallel to the easterly side of said strip for a temporary construction easement.

- z.) To acknowledge receipt of Tahlequah Chamber of Commerce Audited Financial Statements and Notes for Fiscal Year Ended June 30, 2021.

Vote: Ayes: Long, Baker, Highers, Ratliff

Nays: none Motion carried.

5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

Recognition of Years of Service for **February** Employees: **NONE**

Tahlequah **Employee of the Month, Tiffany Coons, recognized** for February 2022.

Report from Library – Verbal report provided

Report from Chamber of Commerce – Verbal report provided

Report from Tour Tahlequah a Department of the Tahlequah Area Chamber of Commerce – Verbal report provided

Report from the Tahlequah Main Street Association – Verbal and written report provided

REGULAR SESSION

6. Councilor Baker removed consent item (i) to be heard in regular session.

Councilor Baker made a motion and Councilor Ratliff seconded to **DENY** the appointment of Ms. Christy Landsaw to the Tahlequah Regional Development Authority Board replacing Mr. Dower Combs with term ending February 2025.

Vote: Ayes: Baker, Highers, Ratliff

Abstained: Long

Motion carried.

7. Recognition was given regarding years of service on the Tahlequah Hospital Authority Board of Mrs. Susan Chapman Plumb serving 3.5 years and Mrs. Judy Williams, CPA serving 20 years.

8. Councilor Highers made a motion and Councilor Ratliff seconded to approve **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.

