

MINUTES

TAHLEQUAH CITY COUNCIL – REGULAR MEETING

Date/Time of
City Council Meeting: Monday, March 1, 2021 at 5:30 p.m.
Place of Meeting: The meeting will be held by Videoconference,
Teleconference *See* 25 O.S. §307.1(C).

City Councilors Bree Long, Dower Combs, Stephen Highers, and Trae Ratliff as well as City Attorney Grant Lloyd, City Clerk DeAnna Hammons, City Administrator Alan Chapman, and City Treasurer Marty Hainzinger were able to attend the meeting remotely by Zoom Videoconference and/or Teleconference and/or physically at 111 Cherokee Ave. Tahlequah, OK 74464 with social distancing practice in place. Instructions for remote attendance by the public were provided as set forth below.

1. MEETING CONVENED

Meeting **called to order** by Councilor Highers, President of the Council 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	Dower Combs Arrived at 5:31 p.m.
Councilor Ward IV	Trae Ratliff
Councilor Ward III	Stephen Highers

Others Present:

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

Absent: Mayor Sue Catron

Invocation – Councilor Highers

Flag salute.

Public Notice: A Public Notice of meeting was provided December 8, 2020 at 3:32 p.m. to the Secretary of State of Oklahoma and additional notice was provided February 22, 2021 at 11:48 a.m.

2. PUBLIC INSTRUCTIONS:

Videoconference and/or Teleconference Access Instructions for Public Attendance at the Meeting: the Public 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 848 1278 0182 Password 500646** . 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 will include communication by members of the Public and/or City Staff to the City Council, and those communications may be by auditory communication or by visual and auditory 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

Councilor Long made some comments and provided information related the new Dog Park.

4. CONSENT AGENDA

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

- a) To approve the **minutes** of the February 1, 2021, & February 18, 2021 City Council meetings.
- b) To approve the monthly **check register** for February 2021.
- c) To approve Resolution No. 03-01-21 for the S-2 Supplement of the City of Tahlequah Code.
- d) To accept the resignation of Joshua Spears, Collector, in the Solid Waste Department, effective February 12, 2021.

Vote: Ayes: Long, Combs, Ratliff, Highers Nays: none Motion carried.

5. ANNOUNCEMENTS, PRESENTATIONS AND REPORTS

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

Recognition of Kristen Berry in the Finance Department as the City of Tahlequah’s **Employees of the Month** for March 2021.

Report from Library – No report given
Report from Chamber of Commerce – Verbal
Report from Tour Tahlequah a Department of the Tahlequah Area Chamber of Commerce
– Written and Verbal
Report from the Tahlequah Main Street Association – Verbal

REGULAR SESSION

6. There were no items removed from the **consent** agenda.
7. Discussion and **update** from the **Crisis Task Force**.
8. Discussion and **update** from the **Recovery Task Force**.
9. Councilor Long made a motion and Councilor Combs seconded to approve the **Community Spring Clean Up** free and safe waste disposal and recycling day for April 17, 2021 from 8:00 a.m. to 3:00 p.m.

Vote: Ayes: Combs, Ratliff, Highers, Long Nays: none Motion carried.

10. Councilor Long made a motion and Councilor Combs seconded to approve **Resolution No. 03-01-21-A** authorizing the update of the City of Tahlequah Multi-Hazard Mitigation Plan.

Vote: Ayes: Ratliff, Highers, Long, Combs Nays: none Motion carried.

11. Councilor Long made a motion and Councilor Ratliff seconded to enter in to an **agreement with Chapter 5 AA** to allow for utilization of Brookside or AMC at a flat rate of \$1,000.00 annually.

Vote: Ayes: Highers, Long, Combs, Ratliff Nays: none Motion carried.

12. Councilor Long made a motion and Councilor Ratliff seconded to lift the moratorium and **hire Richard Coffron as a Building Inspector** in the Managerial Department at a T117.

Vote: Ayes: Long, Combs, Ratliff, Highers Nays: none Motion carried.

13. Councilor Ratliff made a motion and Councilor Long seconded to approve **update of Appendix C Alcohol & Controlled Substance Testing Policy and Procedures**, of the Employee Handbook of Personnel Policies.

Vote: Ayes: Combs, Ratliff, Highers, Long Nays: none Motion carried.

14. Councilor Combs made a motion and Councilor Ratliff seconded to approve **paying overtime in lieu of comp time** to employees that worked **OT during the 2021 winter storm** (2/14/21 to 2/20/21) on the March 15, 2021 payroll.

Vote: Ayes: Ratliff, Highers, Long, Combs Nays: none Motion carried.

15. Councilor Combs made a motion and Councilor Long seconded to approve the **Shriners Glow Golf Tournament** to be held April 17, 2021 at the Riverlinks Golf Course with a cost of \$5.00 per person, which includes cart rental.

Vote: Ayes: Highers, Long, Combs, Ratliff Nays: none Motion carried.

16. Councilor Combs made a motion and Councilor Ratliff seconded to adopt **Ordinance No. 1318-2021**, an ordinance adding Chapter 3, **Tahlequah Regional Airport Advisory Board**, to Part 16 of the Code of the City of Tahlequah, Oklahoma and adding Sections to set forth establishment, composition and term, Removal of Members, Election of Chair, Meetings, Quorum and Failure to Attend Meetings, Minutes, and Purpose, Powers and Duties.

Vote: Ayes: Long, Combs, Ratliff, Highers Nays: none Motion carried.

17. Councilor Long made a motion and Councilor Ratliff seconded to **accept the lowest bid received for project No. 5009, MMR1, Contract No. 17983 CDBG 20** and award contract to **APAC-Central, Inc.** in the amount of \$338,118.05.

Vote: Ayes: Combs, Ratliff, Highers, Long Nays: none Motion carried.

18. Councilor Ratliff made a motion and Councilor Long seconded to **accept the lowest bid received** for Project 5010, ACCF1 and award contract to **APAC-Central, Inc.** in the amount of \$756,654.30.

Vote: Ayes: Ratliff, Highers, Long, Combs Nays: none Motion carried.

19. Councilor Long made a motion and Councilor Ratliff seconded to **approve**, with modifications of (1) submittal of a drainage report and allow staff to administratively approve, and (2) filing of a separate instrument of a 50' right-of-way easement on the West side of Spartan Addition, **the Preliminary/Final Plat: Spartan 2nd Addition**, located at 1060 N Heritage Lane Tahlequah, Oklahoma.

Vote: Ayes: Highers, Long, Combs, Ratliff Nays: none Motion carried.

20. Councilor Combs made a motion and Councilor Ratliff seconded to **approve**, with modifications of submittal of drainage report and allow staff to administratively approve, **the Preliminary/Final Plat: Southridge East Tract B Addition**, generally located on the West side of S. Highway 82/S. Muskogee Ave. between Southridge Rd. and Arkhola St.

Vote: Ayes: Long, Combs, Ratliff, Highers Nays: none Motion carried.

21. Discussion only of **Ordinance No. 1316-2021, rezoning** property located at **2175 W. Choctaw Ave** from General Commercial District (C-2) to Restricted Light Industrial District (I-1) for Marijuana Producing, more particularly described as follows:

Range 22 East, more particularly described as follows, to wit: Beginning at a Point 53.4 feet West of the SE corner of said SW/4 NE/4 SW/4; thence North 470.00 feet more or less to the South boundary of State Highway 51; thence West along the South boundary of said Highway 51 to a point 401.6 feet East of the West boundary of said SW/4 NE/4 SW/4; thence South 435.00 feet more or less to a Point 400.00 feet East of the SW corner of said SW/4 NE/4 SW/4; thence East 207.2 feet more or less to the Point of Beginning.

22. Discussion only of **Ordinance No. 1317-2021, rezoning** property located at **1060 N. Heritage Lane** from Single Family Residential District (R-1) to Open Display Commercial District (C-3) for mini-storage, more particularly described as follows:

A portion of Lot 1, Block 1, Spartan Addition, a subdivision situated in the NW/4 of Section 27, T-17-N, R-22-E of the Indian Base and Meridian, Cherokee County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows, to-wit: Beginning at the Northeast corner of said Lot 1, Spartan Addition, thence S 02°01'47"E and along the East line of said Lot 1 a distance of 190.00 feet to the Southeast corner of said Lot 1, thence S 88°06'38"W and along the South line of said Lot 1 a distance of 330.00 feet, thence N 02°01'47"W and along the East line of the NE/4 SW/4 NW/4 a distance of 190.00 feet to the North line of said Lot 1, thence N 88°06'40"E along the North line of said Lot 1 a distance of 330.00 feet to the point of beginning;

And;

A tract of land lying in and being a part of the W/2 of the NW/4 of the SE/4 of the NW/4 of Section 27, T-17-N, R-22-E of Indian Base and Meridian, Cherokee County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows, to wit: Beginning at the Southeast corner of Lot 1, Block 1 Spartan Addition, thence S 02°01'47"E and along the East line of the W/2 NW/4 SE/4 NW/4 a distance of 140.00 feet, thence S 88°06'34"W a distance of 330.00, thence N 02°01'47"W and along the East line of the NE/4 SW/4 NW/4 a distance of 140.00 feet to a point on the South line of said Lot 1 Spartan Addition, thence N 88°06'38"E and along the South line of said Lot 1 Spartan Addition a distance of 330.00 feet to the Point of Beginning

23. Discussion only of **Ordinance No. 1319-2021 self-annexation of Anthis Brennan Sports Complex** by the City of Tahlequah, more particularly described as follows:

The East 40.00 feet of the South 1894.00 feet of the SE/4 of Section 19, Township 17 Range 22 East, Cherokee County, State of Oklahoma;

And;

The West 1340.00 feet of the South 1894.00 feet of the SW/4 of Section 20, Township 17 North, Range 22 East, Cherokee County, State of Oklahoma.

24. No mid-month special meeting was scheduled.
25. **Councilor Long made a motion and Councilor Combs seconded to adjourn meeting at 6:35 p.m.**

Vote: Ayes: Combs, Ratliff, Highers, Long Nays: none Motion carried.