

MINUTES

TAHLEQUAH CITY COUNCIL - REGULAR MEETING

Date/Time of City Council Meeting: Monday, June 7, 2021 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 5:33 p.m.

City Clerk DeAnna Hammons called the Roll call as follows:

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

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 June 1, 2021 at 11:55 a.m.

1. PUBLIC INSTRUCTIONS:

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) **Access Code 867 7269 1309 Password 795353**. 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 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.

2. PUBLIC COMMENTS

No public comments were made.

3. CONSENT AGENDA

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

- a) To approve the minutes of the May 3, May 17, & May 20, 2021 City Council meetings.
- b) To approve the monthly check register for May 2021.
- c) Councilor Baker removed to be heard in regular session.
- d) To appoint Keith Baker as a nonvoting member to the Chamber of Commerce Board of Directors.
- e) To accept the resignation of Katherine Medlin, Part Time Laborer, in the Parks and Recreation Department, effective May 19, 2021.
- f) To accept the resignation of Gavyn Ryals, Lifeguard, in the Parks and Recreation Department, effective May 20, 2021.
- g) To accept the resignation of Jordan Smith, Part Time Laborer, in the Parks and Recreation Department, effective July 1, 2021.
- h) To accept the resignation of Taylor Bailey, Dispatcher, in the Police Department, effective June 3, 2021.
- i) To lift the moratorium and hire Zoeie Gage as a Lifeguard in the Parks and Recreation Department at \$9.50 per hour.
- j) To lift the moratorium and hire Ryan Dark as Seasonal Part Time Laborer (Concession) at \$9.50 per hour.
- k) To lift the moratorium and hire Gary Hamby as a Full Time Laborer T112, in the Parks and Recreation Department effective June 11, 2021.
- l) To approve an Independent Contractor Agreement with Mike Palmer for the City Golf Course and Ball Fields.
- m) To approve the Legal Service Agreement 2021/2022 with the City of Tahlequah Prosecuting Attorney BJ Baker.
- n) Councilor Highers removed to be heard in regular session.

- o) To approve the Code Pal renewal Agreement 2021/2022.
 - p) To approve the engagement letter with Crawford and Associates for the 2021 compilation.
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Vote: Ayes: Long, Baker, Highers, Ratliff Nays: none Motion carried.

4. **ANNOUNCEMENTS, PRESENTATIONS AND REPORTS**

Recognition of Years of Service for **June** Employees:

- **Bryan Qualls – Police Department – 5 years**

Recognition of the City of Tahlequah’s **Employees of the Month**, Michele Collins, Jericca Cramer, Breonna Crittenden, and Tesina O’Field June 2021 Presented by Director of Human Resources M’Lynn Pape

Report from Library – no report provided

Report from Chamber of Commerce – verbal report provided

Report from Tour Tahlequah a Department of the Tahlequah Area Chamber of Commerce – written and verbal reports provided

Report from the Tahlequah Main Street Association – no report provided

REGULAR SESSION

5. Councilor Baker removed item “C” and Councilor Highers removed item “N” to be heard in regular session.

C. Councilor Long made a motion and Councilor Ratliff seconded to appoint Breonna Crittenden on the Tourism Council.

Vote: Ayes: Ratliff, Long, Mayor Nays: Baker, Highers Motion carried.

N. Councilor Highers made motion and Councilor Ratliff seconded to approve the Legal Service Agreement 2021/2022 with the City of Tahlequah City Attorney Grant Lloyd with modification.

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

6. Presentation of the **Tahlequah Trails Master Plan** was given.

7. Councilor Ratliff made a motion and Councilor Long seconded to follow the Airport Board’s recommendation to **approve the transfer of lease of hangar site 39 from Bill Seig to Chris DuVall.**

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

8. Councilor Ratliff made a motion and Councilor Long to follow the Airport Board's recommendation to **approve the transfer of lease of hangar site 19 from Eric Wilhelm to Nick Hand.**

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

9. Councilor Ratliff made a motion and Councilor Long to **DENY reducing the lease rate of hangar C-1 from commercial rate to the private hangar rate contingent upon rate reverting back to the commercial rate upon sell of the hangar.**

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

10. Councilor Long made a motion and Councilor Highers seconded to acceptance **the June 30, 2020 Audit of the Annual Financial Statements from Arledge and Associates.**

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

11. Mayor Catron moved agenda item to be heard after agenda item #15.

12. Councilor Ratliff made a motion and Councilor Long seconded to **change the name of a portion of W. Smith Street to Circle Street from the low water crossing to Seminary Avenue.**

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

13. Councilor Long made a motion and Councilor Ratliff seconded to **accept offer** from Jana Evensen in the amount of \$7,500 for the disposal of city owned real property located **757 College Ct**, more particularly described as follows:

The west 110' of lot 7, block 6, Guinn addition, City of Tahlequah, Cherokee County, State of Oklahoma.

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

14. Discussion item only to approve **Ordinance No. 1324-2021**, an ordinance changing the zoning from General Commercial District (C-2) to Open Display Commercial District (C-3) for the purposes of Open Display of Merchandise at 17165 W. Mud Valley Rd, more particularly described as follows:

A tract of land lying in Lot 4, Section 5, Township 16 North, Range 22 East, Beginning 604.74 feet West of the NE Corner of the Lot 4 for the Point of Beginning; thence S01°56'49"E along the Highway 62 bypass Right of Way 40 feet, then N88°14'04"E along the Highway 62 bypass Right of Way 147.32 feet, thence S05°22'48"E along the Westerly bounding of Highway 62 bypass 167 feet, thence S01°56'49" along Highway 62 bypass 548 feet, thence West 185 feet, thence North 755 feet more or less to the Point of Beginning, thence east 29.68 feet to the Point of Beginning.

15. No action taken to grant an undue **hardship request** from Tom Brinkley on Woodgate East Subdivision located at the southwest corner of Ross Street and Nalley Road.

➤ *Mayor Catron move agenda item #11 to be heard after agenda item #15.*

11. Councilor Long made a motion and Councilor Highers seconded to confirm the **Mayor's appointment of Rachel Dallis for the Municipal Judge of the City of Tahlequah.**

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

16. Discussion, update, and presentation from **Startup Junkie and the Tahlequah Regional Development Authority of the Entrepreneur Ecosystem Strategic Plan and/or final comprehensive blueprint for creating and sustaining a thriving entrepreneurial ecosystem in the Tahlequah Area.**

17. Mayor Catron moved agenda item # 17 to be heard after agenda item #20.

18. Mr. Lloyd stated it was of his opinion and recommendation that the Council enter into Executive Session for the referenced agenda item. Councilor Long made a motion and Councilor Highers seconded **Motion to exit Regular Session and enter into Executive Session at 7:25 p.m.**

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

- ❖ Discussion regarding potential legal issues and/or claims related to the Tahlequah City Hospital Authority d/b/a NHS, as provided for in 25 O.S. § 307(B)(4) regarding confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

➤ Mayor Catron left at 9:00 p.m. during executive session and Councilor Highers reconvened Regular Session.

19. Councilor Long made a motion and Councilor Ratliff seconded to reconvene Regular Session at 9:24 p.m.

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

20. No action was taken regarding potential legal issues and/or claims related to the Tahlequah City Hospital Authority d/b/a/ NHS.

➤ *Mayor Catron moved agenda item # 17 to be heard after agenda item #20.*

➤ *Mayor Catron rejoined meeting at 9:38 p.m.*

17. No action was taken regarding the **daily operations, administration and its communication, or lack thereof**, and/or contractual obligations of the City of Tahlequah.

21. There will be a mid-month special meeting held June 21, 2021 at 5:30 p.m.

22. There was discussion but no action as to new business, if any, which has arisen since the posting of the agenda and could not have been anticipated prior to the time of posting.

23. Councilor Ratliff made a motion and Councilor Highers seconded to **Adjourn meeting at 10:39 p.m.**

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