

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **FEBRUARY 10, 2014** at **6:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: BOBBY WILLIAMS, MARY SMITH, BILLY CLAPPER,
TODD LITTLETON AND TERESA BUCK

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, BRUCE
ANTHONY, DON CLUCK, SEAN DOUGLAS, JULIUS CONLEY,
ANDY LINGLE, ANDREW GRAHAM AND KORTNEY TERRELL

OTHERS PRESENT: LINDA CODY, JO BAZHAW AND JEFF HARRISON

CALL TO ORDER Mayor Bobby Williams called the meeting to order at 6:03 p.m.

ROLL CALL Wendy Marble called the roll and declared a quorum present

PLEDGE OF ALLEGIANCE Bobby Williams led the pledge

INVOCATION Todd Littleton gave the invocation

ORDER OF BUSINESS

1. INTRODUCTION OF GUESTS / HEARING OF CITIZENS OR DELEGATES

(This is an opportunity for citizens to address the City Council. If you wish to speak at this evening's meeting, please fill out a "Request to Speak" form. The forms are available from the City Clerk's table or at the entrance door. Please turn in your form prior to the start of the meeting. City Council rules and regulations limit visitor comments to a maximum of three minutes should be directed to the City Council as a whole. The Oklahoma Open Meeting Act prohibits the City Council from taking official action on requests made during this portion of the agenda unless otherwise noted on this agenda.)

2. PRESENTATIONS, PROCLAMATIONS & RECOGNITION **-strike**

3. Discussion and questions regarding items on the consent docket

No Action

4. CONSENT DOCKET

(This item is placed on the agenda so that the City Council, by unanimous consent, can designate routine items and those items requiring minimum discussion to be approved or acknowledged in one motion. If any item does not meet with approval of all Councilmembers, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for City Council meeting January 14, 2014
- b. ACKNOWLEDGMENT receipt of payroll and claims for January 2014
- c. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for January 2014
- d. APPROVAL award of bid to MTZ Construction in the amount of \$142,029.40 for Safe Routes to School Sidewalk Improvement Project
- e. APPROVAL authorization for Mayor to request a contract for de-obligated Rural Economic Action Plan funds made available by Association of South Central Oklahoma Governments toward installation of new water well.

- f. APPROVAL contract with Oklahoma Tourism & Recreation Department for \$160,000 in Recreational Trails Program grant funds awarded in 2013 for installation of recreational trails at City-owned parkland along North Cemetery Road.
- g. APPROVAL purchase of 2014 Chevrolet Tahoe for the Emergency Management Department for \$30,352 from John Vance Auto Group.
- h. APPROVAL lease-purchase agreement for 2014 Chevrolet Tahoe for \$30,352 over 5 years with annual payments at a rate of 2.89% through Chickasha Bank & Trust.
- i. APPROVAL **Budget Amendment 2014-2.3** EMA/SLA Grant
- j. APPROVAL **Budget Amendment 2013-2.4** Ballpark Signs
- k. APPROVAL of bid to AI's Heat & Air, Inc in the amount of \$9,399 for Library retrofit air conditioning funded by an energy conservation grant
- l. ITEM REMOVED FROM AGENDA
- m. ITEM REMOVED FROM AGENDA
- n. ACCEPTANCE of EMS Audit results for period July 1, 2012 through June 30, 2013 for the northern region of Grady County as performed by Grady Emergency Medical Services District
- o. APPROVAL authorizing surplus of police vehicles
- p. APPROVAL authorizing sealed bid auction on three Chevy Impala and one Ford police vehicle
- q. APPROVAL of yield signs for Chickasaw Springs addition
- r. APPROVAL appointment of Trent Willis to Position 2 on the Parks and Recreation Board for a term expiring June 30, 2014
- s. APPROVAL appointment of Vickie Hildebrand to Position 1 on the Board of Adjustment for a term expiring June 30, 2014
- t. APPROVAL appointment of Elberta Jones to Position 5 on the Board of Adjustment for a term expiring June 30, 2016
- u. APPROVAL **Resolution 2014-04** Updating the selling of advertising at the Schrock Park Baseball Fields
- v. APPROVAL changes to the Standard Operating Procedures (SOP)/policies of the Tuttle Police Department's Operations Manual as listed:
 - 1. Custodial Interrogations and Confessions
 - 2. Complaint Review
 - 3. Arrest/Arrest Alternatives
 - 4. Code of Conduct
 - 5. Disturbance Calls for Service
 - 6. Harassment in the Work Place
 - 7. Juvenile Procedures
 - 8. Missing and Wanted Persons
 - 9. Motor Vehicle Operation
 - 10. Motor Vehicle Searches
 - 11. Property Management

12. Personnel Recruitment and Selection
13. Search of Individuals
14. Secondary Employment
15. Transporting Prisoners
16. Use of Force

Motion was made by Williams, seconded by Smith to adopt the consent agenda items 4a through v. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

5. CONSIDERATION of Items Removed from Consent Docket

6. GENERAL GOVERNMENT

a. DISCUSSION regarding the City's retirement plan for city employees

Conley presented the City has received five proposals and staff will present their recommendation next month.

b. DISCUSSION and related CONSIDERATION of appointment to Position 4 on the Board of Adjustment for a term expiring June 30, 2015

Young presented Tim Fisher has applied for this position.

Motion was made by Williams, seconded by Buck to approve Item 6b for appointment to BOA. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

c. DISCUSSION and related CONSIDERATION **Ordinance 2014-08** adopting the 2014 Code of Ordinances for the City of Tuttle, Oklahoma

Young presented this is updated every two years.

Motion was made by Clapper, seconded by Littleton to approve Item 6c. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

Motion was made by Smith, seconded by Williams to approve Emergency Clause for Item 6c. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

d. DISCUSSION and related CONSIDERATION **Resolution 2014-05** directing notice of the adoption of the 2014 Code of Ordinances for the City of Tuttle, Oklahoma

Young presented this is directing the Clerk to file the Code of Ordinances with the County Clerk.

Motion was made by Williams, seconded by Littleton to approve Item 6d. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

7. COMMUNITY DEVELOPMENT

- a. DISCUSSION and related CONSIDERATION **Ordinance 2014-05** amending the Code of Ordinances amending the regulations for nuisances to include the parking and storage of unsafe and unsanitary trailers
- Young presented this is in the ordinances but this is now in more detail.**
- Motion was made by Williams, seconded by Littleton to approve Item 7a. Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Williams**
- Nay: None**
- b. DISCUSSION and related CONSIDERATION **Ordinance 2014-07** updating Chapter 21 concerning Flood Damage Prevention & Stormwater Drainage Regulations
- Douglas presented this amends the ordinance to make it more specific.**
- Motion was made by Littleton, seconded by Smith to approve Item 7b. Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Williams**
- Nay: None**
- c. DISCUSSION and related CONSIDERATION **Ordinance 2014-09** (PC Petition 2014-03) request of Richard Shuck to rezone property at 4006 E. SH-37 from C-1 to C-5
- Young presented the Planning Commission approved the rezoning.**
- Motion was made by Williams, seconded by Clapper to table Item 7c until next meeting. Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Williams**
- Nay: None**
- d. DISCUSSION and related CONSIDERATION award of bids dealing with the cleanup and abatement of property at 5318 E SH-37
- Cluck presented no quotes have been received.**
- Motion was made by Clapper, seconded by Buck to table Item 7d until next meeting. Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Williams**
- Nay: None**
- e. DISCUSSION and related CONSIDERATION development of an ordinance regulating and licensing roofing contractors (Item tabled from 1/13/2014 meeting)
- Clapper presented this is for the protection of citizens. Perryman presented the Council should request a draft be prepared to include fees.**
- Motion was made by Williams, seconded by Littleton to table Item 7e. Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Williams**
- Nay: None**

8. PUBLIC SAFETY

- a. DISCUSSION and related CONSIDERATION regarding possible additional fire stations for the City of Tuttle and the Tuttle Rural Fire Protection Area

Anthony presented additional locations are needed and will work on a plan to present to the Council.

No action taken

- b. DISCUSSION and related CONSIDERATION regarding the proposed Fire Sales Tax for Grady County ballot initiative proposed to be on the June 24, 2014 ballot

Anthony presented information he acquired from County Commissioner's meeting.

9. UTILITIES

- a. DISCUSSION and related CONSIDERATION amending the solid sanitation collection ordinances regarding mandatory service

Buck presented her thoughts regarding customers who have home and business trash service. She asked not to require home service if they have a business or to give some sort of discount. Council and staff discussed pros and cons.

Died for lack of motion from the Council

10. STREETS

- a. DISCUSSION and related CONSIDERATION regarding possible additional projects that leftover Safe Routes to Schools funds could be used for

Conley presented there is approximately \$50,000 to spend. He presented information about crosswalk signs. Council asked for list of the specific uses for grant funds.

No action taken

- b. DISCUSSION and related CONSIDERATION regarding a reimbursement agreement between the City and Grady County District 1 for work on WaldonDr (Item tabled from 1/13/2014 meeting)

Motion was made by Smith, seconded by Clapper to table Item 10b. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

11. PARKS, CEMETERY, AND LIBRARY

- a. DISCUSSION and related CONSIDERATION regarding the status of the opening of the Tuttle Public Library by the Friends of the Tuttle Public Library

Bazhaw presented great progress has been made with the library building. Opening in 30 days is possible. Volunteers are needed to help with painting, sanding floors and installing trim work. Please reminded all about the recycle event on April 26, 2014 to benefit the library.

- b. DISCUSSION and related CONSIDERATION of awarding bid for Library retrofit for new windows and doors funded by an energy conservation grant

Conley presented quotes have been received and a decision needs to be made because he doors and windows will take the longest time to complete.

Motion was made by Smith, seconded by Clapper to approve Item 11b authorizing the City Manager to choose the lowest and/or best bid to install windows and doors. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

- c. DISCUSSION and related CONSIDERATION of awarding bid for Library retrofit lighting funded by an energy conservation grant

Conley presented the lighting estimate was \$7,000 and Minco Electric provided a bid of \$2,600.

Motion was made by Smith, seconded by Clapper to approve Item 11c awarding bid to Minco Electric. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

- d. DISCUSSION and related CONSIDERATION Resolution 2014-06 formally declaring Schrock Park, Tuttle Skate Park, and the new 40-acre land on N Cemetery Rd as official parks

Cluck presented this is needed for sex offender buffer zone.

Motion was made by Williams, seconded by Clapper to approve Item 11d. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

- e. DISCUSSION and related CONSIDERATION regarding TASA's letter to businesses

Young presented he took offense to their poorly worded letter and their attitude that the City does not invest in the ball park. He stated examples of new lighting, bleachers, fences and gates as City provided improvements.

No action taken

12. INFORMATION AND REPORTS

- a. City Manager and Department Reports

Douglas presented grant information for upgrading roads and restrooms at Schrock Park, funding for water well #12, storm shelter rebate program, and other pending grants.

Cluck presented new Animal Control officer has been hired. He introduced new Police Officer Kortney Terrell.

Anthony presented Fire and EMS report. He presented quality intern applications have been received.

Lingle presented he is the acting Public Works Director.

Young presented work is continuing on the water rights, ball field entry gates to be installed, spraying to begin at cemetery and then the parks, and working on connecting 250 lots to sewer.

- b. Councilmember Reports

13. EXECUTIVE SESSIONS

(Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. Any formal action will occur in regular session)

- a. CONSIDERATION of adopted Resolution 2012-17 authorizing legal action against Jimmy Thunderbird (a.k.a. John Edwards Timmons) in District Court for the abatement of a nuisance at 5318 E. SH-37 in Tuttle, Oklahoma. Pursuant to 25 O.S. Section 307(B)(4).

1. CONSIDERATION action related to Executive Session Item 13a
Perryman presented no executive session required.
The appeal process has been exhausted.

NEW BUSINESS
ANNOUNCEMENTS
ADJOURNMENT

Motion was made by Littleton, seconded by Smith to adjourn the City side at 7:34 P.M. and begin TPWA agenda.

Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Williams

Nay: None

Attest:

City Clerk

Mayor, Bobby Williams