

## Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **AUGUST 11, 2014 at 6:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: T.J. CHESTER, 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, AARON SLATTERY, NATASHA SAPP, MARK PLUMLEE AND JEFF COWAN

OTHERS PRESENT: CHRIS ANGEL, JO BAZHAW, DEANNA HARDESTY, JODY LAWSON, IDA LAWSON, ROBERT GUM, JAYSON KNIGHT AND OTHERS THAT DID NOT SIGN IN

**CALL TO ORDER** Mayor Chester called the meeting to order at 6:04 p.m.

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

**PLEDGE OF ALLEGIANCE** Mayor Chester led the pledge

**INVOCATION** Todd Littleton gave the invocation

### 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

- a. DISCUSSION, APPROVAL, and PRESENTATION of **Resolution 2014-23** recognizing the grand opening of the Tuttle Public Library

**Motion was made by Littleton, seconded by Clapper to approve Resolution 2014-23 for Grand Opening of Tuttle Public Library. Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

- b. RECOGNITION of Jo Bazhaw's service on the Cemetery Advisory Board

**Mayor Chester and Council members thanked Jo Bazhaw for her years of service as the Chairperson on the Cemetery Advisory committee.**

### 3. ~~Discussion and questions regarding items on the consent docket~~

### 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 Council members, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for City Council meeting July 14, 2014
- b. ACKNOWLEDGMENT receipt of payroll and claims for July 2014
- c. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for July 2014

- d. APPROVAL of Clinical Rotation Agreement between Tuttle Emergency Medical Service and Oklahoma City Community College
- e. APPROVAL Change Order #1 for \$3,000 tree removal for the Safe Routes to School project
- f. ACCEPTANCE of resignation of Jo Bazhaw from Position 1 on the Cemetery Advisory Board for a term expiring June 30, 2016.
- g. APPROVAL declaring materials, equipment, and supplies at the former lumber store site as surplus
- h. APPROVAL **Resolution 2014-24** accepting the Planning Commission's recommendation to not adjust ward boundaries in 2014
- i. TABLE of vote to terminate existing reservation agreement with the Silver City Tractor Club for use of facilities at Schrock Park (Item is tabled to the September 8, 2014 Council Meeting)
- j. TABLE of vote to terminate existing reservation agreement with the TASA for use of facilities at Schrock Park (Item is tabled to the September 8, 2014 Council Meeting)
- k. TABLE of vote to terminate existing reservation agreement with the Tuttle Round Up Club for use of facilities at Schrock Park (Item is tabled to the September 8, 2014 Council Meeting)

**Motion was made by Smith, seconded by Clapper to approve Consent Docket Items a,b,c,d,e,f,g,h,i,j and k Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

5. ~~CONSIDERATION of Items Removed from Consent Docket~~

**Strike**

6. GENERAL GOVERNMENT

- a. DISCUSSION and related CONSIDERATION regarding possible acceptance of audit by Angel, Johnston & Blasingame, P.C. for Fiscal Year 2013

**Mr. Angel presented the financial audit report and his recommendations for the City.**

**Motion was made by Smith, seconded by Chester to accept financial audit. Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

- b. DISCUSSION and related CONSIDERATION appointment to Position 1 on the Cemetery Advisory Committee for a term expiring June 30, 2016

**Council asked for recommendations for Position 1. No action taken.**

7. COMMUNITY DEVELOPMENT

- a. DISCUSSION and related CONSIDERATION of **Ordinance 2014-09** regarding PC Petition 2014-03 request of Richard Shuck to rezone property at 4006 E. SH-37 from the Office C-1 District to the Automotive and Commercial Recreation C-5 District (Item tabled from Feb 10, 2014 meeting)

**Young presented the Specific Use Permit for this business was approved last month but the rezoning was not on the agenda.**

**Motion was made by Clapper, seconded by Buck to approve Item 7a. Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

- b. DISCUSSION and related CONSIDERATION declaring an un-permitted dam in the 800 block of Gregory Rd to be a public nuisance and dilapidated structure and other related action thereto (tabled from June 9, 2014 meeting)

**Douglas presented his report of the events. Clapper asked if enough time had been given to get the required permits.**

**Ms. Lawson presented the dam was built without permission as far as she knew and without consideration of the neighbors. She has concerns of water backing up and flooding. Smith presented the engineering study needs to be done.**

**Motion was made by Clapper, seconded by Smith to declare the dam a nuisance.**

**Motion carried as follows:**

**Aye: Buck, Clapper, Smith and Chester**

**Nay: Littleton – due to inadequate information because he did not attend the council meeting last month.**

- c. DISCUSSION and related CONSIDERATION of **Ordinance 2014-17** regarding PC Petition 2014-22 request of WENJEST CORP to rezone approximately 2.4 acres located at 209 E. Main St, from the Office C-1 District to the Automotive and Commercial Recreation C-5 District

**Young presented the upcoming construction plan. He explained the property is not appropriately zone for its current use.**

**Motion was made by Clapper, seconded by Littleton to approve Ordinance 2014-17.**

**Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

- d. DISCUSSION and related CONSIDERATION of **Resolution 2014-22** regarding PC Petition 2014-21 request of Robert Gum for a Specific Use Permit to construct and operate a kennel at 406 N Gregory Rd

**Mr. Gum presented his plans for a kennel. It is a hobby not a business. The neighbors have been notified and accept the plan.**

**Motion was made by Smith, seconded by Buck to approve Resolution 2014-22.**

**Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

8. PUBLIC SAFETY

- a. DISCUSSION and related CONSIDERATION of **Resolution #2014-20** authorizing submission of Rural Economic Action Plan (REAP) Grant application for storm sirens

**Douglas presented the grant is for 18 storms sirens within the county.**

**Motion was made by Smith, seconded by Chester to approve Item 8a. Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

- b. DISCUSSION and related CONSIDERATION regarding the Rural Economic Action Plan (REAP) Authorization Form

**Motion was made by Smith, seconded by Littleton to approve Item 8b. Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

- c. DISCUSSION and related CONSIDERATION regarding the Rural Economic Action Plan (REAP) Capital Needs Summary/5-Year Plan

**Motion was made by Smith, seconded by Clapper to approve Item 8c. Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

- d. DISCUSSION and related CONSIDERATION regarding an Intergovernmental Agreement with Grady County for writing District 1 Rural Economic Action Plan (REAP) grants for storm sirens to be placed in Tuttle area

**Motion was made by Smith, seconded by Buck to approve Item 8d. Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

**Clapper excused himself from the meeting at 6:51 pm**

- e. DISCUSSION and related CONSIDERATION award of bid for the purchase of Self Contained Breathing Apparatuses (SCBA's) to be funded through the Assistance to Firefighters Grant (AFG)

**Chief Anthony presented the low bid was from CASCO with the equipment as specified. Anthony requested permission to proceed with ordering the equipment.**

**Motion was made by Smith, seconded by Littleton to approve Item 8e and proceed with order from CASCO. Motion carried as follows:**

**Aye: Buck, Littleton, Smith and Chester**

**Nay: None**

9. STREETS

- a. DISCUSSION and related CONSIDERATION regarding the Cimarron Road project and other street department projects

**Young presented Cimarron is open in front of high school. Buses will be allowed to cross the construction zone at Locust Street. Signage will be put up to notify public it is for buses only.**

- b. DISCUSSION and related CONSIDERATION of **Resolution 2014-21** requesting the Oklahoma Department of Transportation to conduct traffic studies to determine if traffic signals are warranted at various locations in Tuttle

**Young presented information about the intersection that should be studied.**

**Motion was made by Littleton, seconded by Smith to approve Resolution 2014-21 to start traffic studies. Motion carried as follows:**

**Aye: Buck, Littleton, Clapper, Smith and Chester**

**Nay: None**

10. PARKS, RECREATION AND CEMETERY

- a. DISCUSSION and related CONSIDERATION regarding the development of User Agreements for Tuttle Parks

**Perryman presented the agreement development is ongoing and not complete. No action taken.**

11. INFORMATION AND REPORTS

- a. City Manager and Department Reports

**Douglas presented his reports included in the packet. Smith asked when OWRB flood plain audit will be conducted. It is scheduled for August 27th at 2:00 pm.**

**Anthony presented the number of fire and EMS calls for the month. ISO Certification is coming up and possibly postpone until the SCBA's have arrived. Anthony discussed the county fire tax may be 1/8% to be equally divided by each district. 5 interns currently working but losing one soon.**

**Cluck presented Animal control Officer graduated from training. A Police Officer attending academy will graduate in 3 weeks.**

**Slattery presented his reports. Commercial trash delayed on Friday but picked up on Saturday. Trash Service seems to be improving. Water report presented with a correction on July report. City has not had to buy water from Newcastle this year. Public Works is losing two employees this month from the streets department but actively recruiting new employees. An update on 4<sup>th</sup> street sewer renovation and other sewer work was presented.**

**Buck asked about Silver Ridge center median work and what City can do to improve appearance. Buck will ask residents if they prefer rock or mulch and the City will install.**

**Conley presented the sales tax report is incorrect due to a business filing wrong information. Sales tax is still up for the month.**

**Marble presented EMS billing is the highest monthly amount to date and the fire billing is starting to come in.**

**Young presented various reports on building permits, the utility expansion letters currently being reviewed, and interviews for building inspector. A pre-budget meeting needs to be set up for council.**

- b. Councilmember Reports

**Smith presented the Library grand opening is Sunday, August 17 from 2-4 pm.**

**Buck presented appreciation of Police officer patrolling.**

**Chester presented appreciation of Police Department.**

**Motion was made by Littleton, seconded by Buck to recess the City side at 7:38 P.M. and begin TPWA agenda.**

**Motion carried as follows:**

**Aye: Buck, Littleton, Smith and Chester**

**Nay: None**

**Mayor Chester reconvened the meeting at 7:41 p.m.**

**Motion was made by Littleton, seconded by Smith to enter into executive session at 7:41 P.M. on item 12a with the City Attorney and City Manager.**

**Motion carried as follows:**

**Aye: Buck, Littleton, Smith and Chester**

**Nay: None**

12. 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 Formal Request to Negotiate received from Tuttle Lodge # 197 of the Fraternal Order of Police (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(2) to discuss negotiations between the City of Tuttle and representatives of an employee group. The City Council shall make a determination as to its intent to enter into executive session in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.

1. DISCUSSION and CONSIDERATION approval of Collective Bargaining Agreement with the Fraternal Order of Police Lodge # 197 and the City of Tuttle for Fiscal Year 2015

2. CONSIDERATION action related to Executive Session Item 12a

**Mayor Chester reconvened the meeting at 8:22 p.m.**

**David Perryman announced for the record that no other items were discussed in Executive Session except for what was stated on the agenda and no action was taken in Executive Session.**

**NEW BUSINESS**

**ANNOUNCEMENTS**

**ADJOURNMENT**

**Motion was made by Littleton, seconded by Buck to adjourn the City Council meeting at 8:23 p.m. Motion carried as follows:**

**Aye: Buck, Littleton, Smith and Chester**

**Nay: None**

Attest:

\_\_\_\_\_  
Wendy Marble, City Clerk

\_\_\_\_\_  
Tommy Joe Chester, Mayor