

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **APRIL 13, 2015 at 6:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: T.J. CHESTER, MARY SMITH, TERESA BUCK, BILLY CLAPPER AND TODD LITTLETON

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, BRUCE ANTHONY, W.J. MORGAN, SEAN DOUGLAS, AARON SLATTERY, JULIUS CONLEY, NATASHA SAPP AND DENNIS WALL

OTHERS PRESENT: GENE PFLUGHOFT, RON BUCHANAN, CHRIS AND BRITTANY EDWARDS, PAT COX, JEFF HILL, NICOLE MARKUL, MICHAEL RUDD, CARRIE AUTRY, AARON MCLEROY, JAYSON KNIGHT AND OTHERS THAT DID NOT SIGN IN

CALL TO ORDER Mayor Chester 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 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.)

Mr. Buchanan of Meyers Drive presented his complaints about the automotive business and asked when his requests will be resolved. Code enforcement is working with the owner to resolve City code issues.

Chris Edwards of Cedar Springs addition asked for street repair in his neighborhood. Littleton presented a discussion can be added to the Council agenda next month. Residents asked about a street sign for East Cedar Drive.

2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

a. Recognition of Scotty Turner for 35 years of Volunteer Fire Service

Mayor Chester, Chief Anthony, Assistant Chief Morgan presented a plaque to Mr. Turner and thanked him for his service.

b. Recognition of Billy Clapper for 4 years of service on City Council

Mayor Chester presented plaque to Billy Clapper and thanked him for his service.

c. Proclamation recognizing the support of "Start by Believing" public awareness campaign

Chief Cluck presented this is a State campaign regarding sexual assault victims

3. Discussion and questions regarding items on the consent docket

Buck asked to remove Item 4j from the consent docket

Smith asked to remove Items 4k and 4l from 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 Councilmembers, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for City Council meeting March 9, 2015
- b. ACKNOWLEDGMENT receipt of payroll and claims for March 2015
- c. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for March 2015
- d. TABLING regarding the development of User Agreements for Tuttle Parks for Silver City Tractor Club
- e. TABLING regarding appointment to serve Position 3 on the Board of Adjustment for a term expiring June 30, 2015 (tabled from December 2014, January, February and March, 2015 meetings)
- f. APPROVAL of Audit Engagement Letter for yearly audit by Angel, Johnston & Blasingame, P.C.
- g. ACCEPTANCE of EMS Audit results for period July 1, 2013 through June 30, 2014 for the northern region of Grady County as performed by Grady Emergency Medical Services District
- h. APPROVAL **Resolution 2015-04** declaring April 2015 as Fair Housing Month
- i. APPROVAL **Resolution 2015-05** declaring April 12-18, 2015 as National Telecommunicator Week
- j. APPROVAL waiving construction permit fees for Gordon White Lumber
- k. AWARD of Proposal for Two-tone Voice Pagers
- l. AWARD of Proposal for Self Contained Breathing Apparatus Compressor Fill Station
- m. APPROVAL Lease Agreement with Standley Systems for new copy machine for Police Department
- n. APPROVAL Memorandum of Understanding with State of Oklahoma Office of Management & Enterprise Services for use of radio channels.
- o. APPROVAL Budget Amendment 2015-4.1 for Fire Station 2 storm siren
- p. APPROVAL Budget Amendment 2015-4.2 Ballpark Concession Stand and Gate
- q. APPROVAL Budget Amendment 2015-4.3 Fire Management Assistance Grant (FMAG)
- r. APPROVAL of three-way stop sign on South 3rd Street at intersection of Hogan Street
- s. APPROVAL of no parking zones at Schrock Park

Motion was made by Clapper, seconded by Smith to approve Consent Docket Items a,b,c,d,e,f,g,h,i,m,n,o,p,q,r and s. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Chester

Nay: None

5. CONSIDERATION of Items Removed from Consent Docket

- j. APPROVAL waiving construction permit fees for Gordon White Lumber

Buck asked why the fee should be waived. Young presented the lack of a full time building inspector during this time caused confusion. The issues have been addressed and corrected.

Motion was made by Clapper, seconded by Buck to approve Item 4j.

Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Chester

Nay: None

- k. AWARD of Proposal for Two-tone Voice Pagers
- l. AWARD of Proposal for Self Contained Breathing Apparatus Compressor Fill Station

Motion was made by Smith, seconded by Chester to TABLE Items 4k and 4l until the next meeting. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Chester

Nay: None

6. GENERAL GOVERNMENT

- a. DISCUSSION and related CONSIDERATION regarding short term and long term needs and community planning

Young asked when the council would be able to set a special meeting. Council agreed to Tuesday, April 21 at 7:30 p.m.

- b. DISCUSSION and related CONSIDERATION regarding installation of electronic information sign

Council discussed. No action taken.

- c. DISCUSSION and related CONSIDERATION waiving garage sale permit fees during the Tuttle Area Chamber of Commerce City wide garage sale

Pat Cox presented the Tuttle Area Chamber of Commerce would like to sponsor a city wide garage sale June 12 and 13, 2015 asking the City to waive fees.

Motion was made by Clapper, seconded by Buck to approve waiving garage sale fees for the days stated. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Chester

Nay: None

- d. DISCUSSION and related CONSIDERATION plans to construct offices on second floor of City Hall

Young presented the parking behind City Hall and the council chamber desk are a priority at this time pushing back completion of offices upstairs to begin in September.

Motion was made by Littleton, seconded by Smith to approve as amended to complete the back parking area and the council desk with second level office space construction to begin in September. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Chester

Nay: None

- e. DISCUSSION and related CONSIDERATION PC 2015-18 approval of preliminary plat and improvement plans for Hill's Whispering Lakes Phase 5

Young presented the request and various information regarding the plat.

Motion was made by Littleton, seconded by Clapper to approve with exceptions noted on the City Manager's memo. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Chester

Nay: None

- f. DISCUSSION and related CONSIDERATION **Ordinance 2015-01** updating the nuisance regulations and modifying the penalties for nuisance violations
- Young presented this is to clean for compliance and establish a new fee schedule.**
- Motion was made by Clapper, seconded by Littleton to approve Item 6f.**
- Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Chester**
- Nay: None**
7. PARKS AND CEMETERY
- a. DISCUSSION of sidewalk project at Silver City Cemetery (proposal was approved January 12, 2015).
- Slattery presented work plan for Silver City sidewalk. Buck asked about signage with directions to cemetery.**
8. COMMUNITY DEVELOPMENT
- a. DISCUSSION and related CONSIDERATION declaring structure and property at 405 W. Pine Street to be a public nuisance, structure as dilapidated, and other related action thereto (tabled from March 9, 2015 meeting)
- Young presented the owner has been contacted.**
- Motion was made by Smith, seconded by Littleton to TABLE Items 8a until the next meeting. Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Chester**
- Nay: None**
- b. DISCUSSION and related CONSIDERATION regarding request to install additional street lights in Chickasaw Springs Addition
- Young presented the light were put in by the City.**
- Motion was made by Smith, seconded by Littleton to authorize the installation of two lights costing \$3.50 per month. Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Chester**
- Nay: None**
- c. DISCUSSION and related CONSIDERATION **Resolution 2015-06** PC 2015-14 request for a Use on Review/Specific Use Permit to operate an automotive sales business at 4200 E. SH-37
- Young presented this is a former car lot asking to return to selling cars.**
- Motion was made by Smith, seconded by Littleton to approve Resolution 2015-06.**
- Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Chester**
- Nay: None**
- d. APPROVAL Economic Development contract with Gene Pflughoft of American Community Contractor
- Mr. Pflughoft made his presentation.**
- Motion was made by Buck, seconded by Smith to approve Item 8d accepting the contract. Motion carried as follows:**
- Aye: Buck, Littleton, Clapper, Smith and Chester**
- Nay: None**

9. PUBLIC SAFETY

- a. DISCUSSION of City of Tuttle Public Tornado Shelter Standard Operating Procedure

Douglas presented the document and asked for any changes or suggestions. Council discussed the need for rules in the shelter.

- b. DISCUSSION and related CONSIDERATION repair of or replacement of storm siren at Fire Station No. 2 (N. Sara Rd.)

Douglas presented the siren is 15-20 years old and needs repair or replacement.

Motion was made by Smith, seconded by Littleton to approve the replacement of the storm siren not to exceed \$20,000. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Chester

Nay: None

10. STREETS AND ALLEYS

- a. DISCUSSION and related CONSIDERATION of selection of street or streets for overlaying or other street projects

Slattery presented options for street repair including over lay and chip and seal.

No action taken

11. INFORMATION AND REPORTS

- a. City Manager and Department Reports

Young presented ODOT performed a traffic study for signals on Highway 37.

Young presented Ice Cream Day at the capitol is Wednesday and the Ice Cream Festival is May 16th.

- b. Councilmember Reports

No reports

Motion was made by Smith, seconded by Buck to recess City Council meeting at 7:54 p.m. and begin Tuttle Public Works Authority meeting. Motion carried as follows:

Aye: Buck, Littleton, Clapper, 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 to conduct an EXECUTIVE SESSION regarding collective bargaining with the International Association of Firefighters Local #5017 (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. CONSIDERATION action related to Executive Session Item 12a

- b. CONSIDERATION of Notice of Petition of Allen Duwayne Clift, Administrator of the Estate of Bonnie Sue Clift. (Proposed Executive Session pursuant to 25 O.S. Section 307

(B)(4) for confidential communications between the City Manager, the City Council and the City Attorney concerning this pending claim upon the advice of the City Attorney and if the City Council determines that public disclosure would seriously impair the ability of the City of Tuttle to process the claim or conduct an investigation. The City Council shall make such determination 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. CONSIDERATION action related to Executive Session Item 12b

c. CONSIDERATION of Notice of Petition of Cheryl and David Straka. (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(4) for confidential communications between the City Manager, the City Council and the City Attorney concerning this pending claim upon the advice of the City Attorney and if the City Council determines that public disclosure would seriously impair the ability of the City of Tuttle to process the claim or conduct an investigation. The City Council shall make such determination 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. CONSIDERATION action related to Executive Session Item 12c

Motion was made by Littleton, seconded by Smith to reconvene the City Council Meeting at 9:40 p.m. Motion carried as follows:

Aye: Buck, Littleton, Clapper, Smith and Chester

Nay: None

David Perryman announced for the record that nothing was discussed in Executive Session except as stated on the agenda and no action was taken in Executive Session.

NEW BUSINESS

ANNOUNCEMENTS

ADJOURNMENT

Motion was made by Littleton, seconded by Smith to adjourn the City Council Meeting at 9:40 p.m.

Motion carried as follows:

Aye: Littleton, Clapper, Smith and Chester

Nay: None

Attest:

Wendy Marble, City Clerk

Tommy Joe Chester, Mayor