

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **JUNE 08, 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, AARON MCLEROY AND TODD LITTLETON

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, BRUCE ANTHONY, SEAN DOUGLAS, AARON SLATTERY, NATASHA SAPP AND JEFF COWAN

OTHERS PRESENT: MICHAEL TEAGUE, LUIS REYES, JEANNIE WARNER, LINDA CODY, 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 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.)

Oklahoma Emergency Management and Federal Emergency Management Assistance representatives presented they are here to help any individual with disaster assistance. They provided phone numbers and website information to register for assistance.

2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

Strike

Skip to Item 10

3. Discussion and questions regarding items on the consent docket

McLeroy asked about Item M. Young presented it is fee for 911 use of land lines.

Buck asked about Item F. Sapp presented there have been health circumstances for club members and more time is needed to meet with them.

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 May 11, 2015
- b. APPROVAL minutes for Special City Council meeting May 20, 2015
- c. ACKNOWLEDGMENT receipt of payroll and claims for April 2015 (Removed from May 11, 2015 consent docket)
- d. ACKNOWLEDGMENT receipt of payroll and claims for May 2015

- e. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for May 2015
- f. TABLING regarding the development of User Agreements for Tuttle Parks for Silver City Tractor Club
- g. APPROVAL reappointment of Donna McKinney to Position 3 on the Parks and Recreation Board for a term ending June 30, 2020
- h. APPROVAL reappointment of Joy Kettler to Position 5 on the Cemetery Advisory Committee for a term ending June 30, 2018
- i. APPROVAL reappointment of Gwendolyn Bomgardner to Position 4 on the Cemetery Advisory Committee for a term ending June 30, 2018
- j. APPROVAL reappointment of Richard Schwalbach to Position 4 on the Board of Adjustment for a term ending June 30, 2018
- k. ACCEPTANCE of street and utility easements along E. Tyler Dr. and N Cemetery Rd
- l. ACCEPTANCE of street and utility easements at E SH-37 and Meyers Dr
- m. APPROVAL **Resolution 2015-12** establishing the 911 emergency telephone fee rate for calendar year 2016

**Motion was made by Littleton, seconded by Smith to approve Consent Docket Items a,b,c,d,e,f,g,h,i,j,k,l and m. Motion carried as follows:
 Aye: Buck, Littleton, McLeroy, Smith and Chester
 Nay: None**

5. CONSIDERATION of Items Removed from Consent Docket

Strike

6. GENERAL GOVERNMENT

- a. CONSIDERATION selection of representatives for Association of Central Oklahoma Governments boards and committees

Smith and Buck presented their willingness to serve as representative and backup representative.

Motion was made by Littleton, seconded by McLeroy to approve Item 6a accepting Smith and Buck as representative and backup representative. Motion carried as follows:

**Aye: Buck, Littleton, McLeroy, Smith and Chester
 Nay: None**

7. COMMUNITY DEVELOPMENT

- a. DISCUSSION and related CONSIDERATION including potential DENIAL of PC 2015-16 request of Joel Hoppis to rezone approximately 10.0 acres located at 5810 E. SH-37 from the General Agricultural A-1 District to the Automotive and Commercial Recreation C-5 District (Planning Commission voted to deny this petition)

Young presented Mr. Hoppis was not in attendance for the Planning Meeting, which was the second one missed, so the Commission voted to deny the request.

Council members and business owners discussed City requirements and business owner's plans. Council asked to send Item 7a and Item 7b back to the Planning Commission for further review.

- b. DISCUSSION and related CONSIDERATION including potential DENIAL of PC 2015-17 request of Joel Hoppis for a Specific Use Permit to operate an Automotive and Sales and Repair business at 5810 E. SH-37 (Planning Commission voted to deny this petition)

Motion was made by Littleton, seconded by Smith to return these two items to the Planning Commission for further review. Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

- c. DISCUSSION and related CONSIDERATION **Ordinance 2015-09** (PC 2015-12) amending the Tuttle Zoning Code regarding home-based business and occupations (tabled from May 11, 2015 meeting)

Council members discussed the ordinance and are not ready to make a decision in the form that is presented.

- d. DISCUSSION and related CONSIDERATION **Ordinance 2015-10** (PC 2015-13) amendment to the Tuttle Zoning Code regarding exterior walls and facades for commercial and industrial businesses

Council members discussed the ordinance and are not ready to make a decision.

Motion was made by McLeroy, seconded by Littleton to TABLE Items 7c and 7d until the next meeting. Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

- e. DISCUSSION and related CONSIDERATION regarding code enforcement activities

Tall grass was discussed and timeline of action to be taken.

No action taken

- f. DISCUSSION and related CONSIDERATION oil and gas drilling regulations and review

Young presented a company wants to drill an oil well. Staff is not aware of the approval process. Perryman presented state law and an Ordinance of regulating needs to be established.

No action taken

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

Strike

8. PUBLIC SAFETY

- a. DISCUSSION and related CONSIDERATION award of bid/authorization to purchase Two-tone Voice Pagers and Proposal for Self Contained Breathing Apparatus Compressor Fill Station

Anthony presented the purchase plan and quote information. Douglas presented the pager purchase information.

Motion was made by Smith, seconded by Chester to accept the bids for the compressor and pagers. Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

9. PARKS AND CEMETERY

- a. DISCUSSION of recreation events regarding alcohol sales

Sapp presented starting a discussion regarding alcohol sales at City events. A vendor would sale not the city.

Motion was made by Smith, seconded by Chester to move forward and explore options regarding alcohol sales.. Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

10. STREETS AND ALLEYS

- a. DISCUSSION and related CONSIDERATION approval of change order #02 and #03 with the Oklahoma Department of Transportation regarding the reconstruction of S. Cimarron Rd. completed in 2014

Jeff Cowan presented a final pay estimate will be presented with the change orders with a net credit to the City, and he recommends approval.

Motion was made by Littleton, seconded by Smith to approve Item 10a approving the change orders. Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

11. COMMUNICATIONS

- a. CONSIDER AND TAKE ACTION WITH RESPECT TO A RESOLUTION (**Resolution 2015-13**) ACCEPTING BENEFICIAL INTEREST IN A TRUST INDENTURE CREATING THE TUTTLE DEVELOPMENT AUTHORITY; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

Perryman presented creating the trust authority will include annual meetings. Council Members will be the development authority members and the oath of office shall be administered to all members.

Motion was made by Littleton, seconded by Buck to approve Item 11a creating the Tuttle Development Authority. Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

12. INFORMATION AND REPORTS

- a. City Manager and Department Reports

Young presented the Ice Cream Festival is rescheduled to June 20, 2015. There will be a City official meet and greet inside City Hall.

Meyers Drive water line work to begin in July. Tyler Road gas line permit submitted to ODOT. Fireworks disply will be on the 4th of July. Bank building across street is making progress. Library roof sustained damage from storms of approximately \$14,000.

No other reports presented.

- b. Councilmember Reports

No reports presented.

Motion was made by Chester, seconded by Smith to recess the City side at 8:28 P.M. and begin TPWA agenda.

Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

Mayor Chester reconvened the meeting at 9:02 P.M. to enter Executive Session.

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 to conduct an EXECUTIVE SESSION regarding the job performance review of the City Manager. Proposed Executive Session pursuant to 25 O.S. Section 307(B)(1). 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 13a

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.

Perryman presented Council requests City Manager to review ordinances and streamline the process; with the procedures to be taken care of administratively unless Council input is needed after administrative procedures have been exhausted.

NEW BUSINESS

ANNOUNCEMENTS

ADJOURNMENT

Motion was made by Buck, seconded by Smith to adjourn the City Council Meeting at 10:02 p.m.

Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

Attest:

Wendy Marble, City Clerk

Tommy Joe Chester, Mayor