

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **JANUARY 11, 2016 at 7:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: T.J. CHESTER, TERESA BUCK, MARY SMITH, AARON MCLEROY AND TODD LITTLETON

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, BRUCE ANTHONY, AARON SLATTERY AND LEISA HAYNES

OTHERS PRESENT: RYAN HISEL, SANDY WILLIAMS, JAYSON KNIGHT AND OTHERS THAT DID NOT SIGN IN

CALL TO ORDER Mayor Chester called the meeting to order at 7:07 p.m.

ROLL CALL 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.)

2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

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 December 14, 2015
- b. APPROVAL minutes for Special City Council Workshop meeting December 14, 2015
- c. ACKNOWLEDGMENT receipt of payroll and claims for December 2015
- d. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for December 2015
- e. APPROVAL and RATIFICATION all action taken by the Tuttle Development Authority for December 2015
- f. TABLING regarding the development of User Agreements for Tuttle Parks for Silver City Tractor Club

- g. APPROVAL of agreement continuing accounting and consulting services of Crawford & Associates, P.C.
- h. ACCEPTANCE of easements from Coy and Sheila Williams in Section 35, Township 10 North, Range 6 West, Grady County, Oklahoma
- i. APPROVAL **Budget Amendment 2015-562** making yearend adjustments for the Clerk, Administration, Fire, and EMS Departments
- j. APPROVAL **Budget Amendment 2015-561** making yearend adjustments for the Parks and Ballfields Departments
- k. APPROVAL **Budget Amendment 2016-004** adjusting budget for purchase of new vehicles approved during FY 2015 for the Streets Department
- l. APPROVAL **Budget Amendment 2016-001** adjusting budget for expenditures related to the approved purchase of a new ambulance in FY 2015
- m. APPROVAL Change Order #003 for Oklahoma Department of Transportation (ODOT) Project No. STP-126C(192)AG/STPG-226C(006) regarding S Cimarron Rd reconstruction completed in FY 2015
- n. APPROVAL request for a street light at NW 4th St and W Elm St
- o. RATIFICATION of switching Workers Compensation carrier from CompSource to Oklahoma Municipal Assurance Group (OMAG)
- p. APPROVAL **Budget Amendment 2016-002** adjusting budget for expenditures related to Emergency Management Performance Grant received in FY 2015
- q. APPROVAL **Budget Amendment 2016-003** adjusting budget for expenditures related to Hospital Preparedness Program grant received in FY 2015
- r. APPROVAL **Resolution 2016-01** amending the Tuttle Ice Cream Festival Vendor fees

**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,m,n,o,p,q and r. Motion carried as follows:
 Aye: Buck, Littleton, McLeroy, Smith and Chester
 Nay: None**

5. CONSIDERATION of Items Removed from Consent Docket

Strike

**Motion was made by Smith, seconded by Buck to recess the Council meeting and begin Tuttle Public Works Authority meeting at 7:10 p.m.
 Aye: Buck, Littleton, McLeroy, Smith and Chester
 Nay: None**

Mayor Chester reconvened the City Council meeting at 7:43 p.m.

6. GENERAL GOVERNMENT

- a. DISCUSSION ONLY regarding Hill's Whispering Pines Addition's request to detach from the Bridge Creek Fire Protection District

Ronnie Wiles 209 W. Ponderosa presented information regarding his request to detach from the fire protection district and lower his property taxes. A petition has

been circulated with signatures well over the 51% requirement and it has been submitted to the County Commissioners. Young presented there is a Town Hall meeting Thursday at 7:00 p.m. at First Baptist Church Family Life Center.

- b. DISCUSSION and related CONSIDERATION regarding Fair Housing **Ordinance 2016-01** amending Chapter 5 Section 5-20 of Article 2 of the code of Ordinances of the City of Tuttle

Perryman presented the Ordinance brings City up to current requirement.

Motion was made by Littleton, seconded by Smith to approve and adopt Ordinance 2016-01 regarding Fair Housing.

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

- c. DISCUSSION and related CONSIDERATION of new city logo

Leisa Haynes presented the updated logo.

Motion was made by McLeroy, seconded by Smith to approve the logo as presented.

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

- d. DISCUSSION and related CONSIDERATION regarding the purchase and installation of generators at City Hall and other critical city infrastructure

McLeroy asked about State bid, electric companies or other options for quotes.

Motion was made by Smith, seconded by Littleton to direct staff to move forward with exploring options and obtaining bids to install generator at City Hall and other infrastructures to be presented to Council at the next meeting.

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

7. **COMMUNITY DEVELOPMENT**

- a. DISCUSSION and related CONSIDERATION regarding the oil and gas regulations and approval process

Young presented whether this should go to the Board of Adjustment or the Planning Commission for review.

Motion was made by Smith, seconded by Littleton to direct staff to provide regulations requiring the Planning Commission to review well permits in the City limits.

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

- b. DISCUSSION and related CONSIDERATION declaring structure and property at 409 SW Boardwalk Dr. to be a public nuisance, structure as dilapidated, and other related action thereto

Young presented as soon as permits are in place, K&M Demolition is contracted to tear down the building. Young suggested taking this action in case the demolition plan falls through. McLeroy asked if this is necessary since other buildings in town have not been declared a nuisance. Young presented the City has spent resources boarding the building. He also noted a lesson learned from other

structures that were not declared a nuisance and are incomplete or were vacant for a long period of time.

Motion was made by Littleton, seconded by Smith to declare 409 SW Boardwalk to be a public nuisance, structure as dilapidated and other related action thereto.

Aye: Buck, Littleton and Smith

Nay: McLeroy and Chester

8. CEMETERY, PARKS AND RECREATION

- a. **DISCUSSION and related CONSIDERATION ratifying and taking other appropriate and related action regarding a land exchange agreement originally approved by the City Council April 2001.**

Perryman presented this is from 1999 sewer expansion project with 40 easements. No copy of the deed from the City to the Stones has been found. Perryman recommended honoring the agreement that was originally approved by the Council.

Motion was made by Smith, seconded by Buck to ratify action taken by the City Council in 2001.

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

9. INFORMATION AND REPORTS

- a. **City Manager and Department Reports**

Cluck presented the incident at the high school which caused a lock down was not a threat.

Sandy Williams presented her opinion on employee matters pertaining to Natasha Sapp; requesting Council support for her position as the Parks Coordinator. Chester presented that the Council members do not make decisions regarding employee matters. Young presented employee issues cannot be discussed with Williams.

Young presented progress of sewer project, new housing additions, new businesses and other miscellaneous projects. He reported that sales tax is down for the month of December.

- c. **Councilmember Reports**

Smith requested update on Tractor Club agreement.

McLeroy requested information about officers on patrol during the power outage and would a reserve program be useful. Cluck presented 1 or 2 officers are all that are available for each shift. Cluck said he would provide information about a reserve program.

Buck thanked the Public Works Department for patching pot holes on Tyler Dr.

Chester requested report of dilapidated property at 502 SW 1st Street and Worley Creek property.

Motion was made by McLeroy, seconded by Smith to enter Executive Session at 8:52 p.m.

Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

10. 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. CONSIDER and take appropriate action regarding Zola Porter Tort Claim in the amount of \$1,034.88 and allegedly occurring on the 29th day of August, 2015. (OMAG investigated and recommended denial) (Proposed Executive Session pursuant to 25 O.S. Section 307(B)(4) for confidential communications between the City Council and its attorney concerning a pending claim, if the City Council, with the advice of its attorney, determines that disclosure will seriously impair the ability of the City Council to process the claim in the public interest.)

1. CONSIDERATION action related to Executive Session Item 10a

Mayor Chester reconvened the City Council meeting at 9:07 p.m.

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 9:07 p.m.

Motion carried as follows:

Aye: Buck, Littleton, McLeroy, Smith and Chester

Nay: None

Attest:

Wendy Marble, City Clerk

Tommy Joe Chester, Mayor