

CITY OF



# BUDGET AMENDMENT FORM

*Fund: Solid Waste  
Amendment #: 432023  
Fiscal Year: 2022-2023*

<u>Account#</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
115-46-5000	SALE OF EQUIP	\$32,250.00			
115-46-6000	DEQ GRANT	\$39,184.22			
115-65-8701	EQUIP RES			\$71,434.22	
<b>TOTALS</b>		\$71,434.22	\$	\$71,434.22	\$

BUDGET AMENDMENT TO PURCHASE TRUCK

**POSTED**

APR 04 2023

Date approved by City Administrator & Signature

Date 4.3.2023

Date approved by Governing Body & Signature

Date 4.3.2023

Minutes  
~~UNAPPROVED~~  
Approved on  
5/1

**MINUTES**

**TAHLEQUAH CITY COUNCIL - REGULAR MEETING**

**MONDAY, APRIL 3, 2023 - 5:30 PM**

**CITY HALL COUNCIL CHAMBERS – 111 S. CHEROKEE AVE.**

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**1. MEETING CONVENED**

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Meeting called to order by Mayor Catron at 5:30 pm.

Roll call as follows:

<b>Present:</b>	Councilor Ward I	Bree Long
	Councilor Ward II	Keith Baker
	Councilor Ward III	Stephen Highers
	Councilor Ward IV	Trae Ratliff

**Others Present:**

Mayor Sue Catron, City Attorney John Tyler Hammons, City Administrator Alan Chapman, City Treasurer Marty Hainzinger, City Clerk Whitney Shaw, and IT Support Kendall Collins

**Invocation – Pastor Christian Murillo, Roots Church**

**Flag salute.**

**Public Notice:** A Public Notice of meeting was provided December 6, 2022 at 4:45 p.m. to the Secretary of State of Oklahoma and additional notice was provided March 28, 2023 at 4:25 p.m. at 111 Cherokee Ave. Tahlequah, OK 74464.

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**2. PUBLIC INSTRUCTIONS:**

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**Videoconference and/or teleconference access instructions for public attendance at the Meeting:** the public, nonvoting elected officials, and City staff may remotely attend this meeting by joining the Zoom meeting via the web or the Zoom app ([www.zoom.us](http://www.zoom.us)) **Access Code 880 7373 8832 Password 4560651.** If you wish to receive a copy of any materials that are presented to the City Council, please submit your request to [cityclerk@tahlequah.gov](mailto:cityclerk@tahlequah.gov).

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**3. PUBLIC COMMENTS**

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There were no public comments.

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**4. CONSENT AGENDA**

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Councilor Ratliff made a motion and Councilor Highers seconded to approve the consent agenda as follows:

- a) To approve the minutes from March 6, 2023, March 10, 2023, and March 23, 2023 City Council meetings.
- b) Acknowledge receipt of January 2023 financial statement.
- c) Acknowledge receipt of February 2023 Purchasing Card statement.



- d) Acknowledge receipt of **February 2023 Investment statement.**
- e) Acknowledge receipt of **March 2023 check register.**
- f) **Approve Solid Waste budget amendment #432023.**
- g) To approve **Change Order #1 for Safe Routes to School Project, SRS-211E (026)ST a net deduction of \$5,831.59** for the total contract price of \$300,061.71 and authorizing the mayor to sign all documents related to the closeout of said project.
- h) Removed by Councilor Keith Baker.
- i) Removed by Councilor Keith Baker.
- j) **To appoint Darren Tobey to the Historic Preservation Board.**
- k) Removed by Councilor Keith Baker.
- l) To accept the **resignation** from **Douglas Wright**, Laborer in the Parks and Recreation Department, effective April 4, 2023.
- m) To accept the **resignation** from **Andrew Craig**, Patrolman in the Police Department, effective March 21, 2023.
- n) To accept the **resignation** from **Anna Dominey**, PT Laborer (552) in the Parks and Recreation Department, effective March 9, 2023.
- o) To **hire Destinee Hutson, Tabor Robinson, Maggie Carter, Janene Conner and Salendia Melo** as **Lifeguards** in the Parks and Recreation Department at \$12.00 per hour effective May 1, 2023.
- p) To **promote Taylor Mootry**, PT Laborer (552) in the Parks and Recreation Department to PT Laborer (999) at \$11.13 hour effective March 20, 2023.
- q) To **promote Ashtin Hummingbird**, Cashier in the Managerial Department to Finance Support Assistant at \$35,000 annually, effective April 3, 2023.
- r) To **increase the rate of pay** for PT Laborer **Kendall Collins**, IT Department, from \$11.13 per hour to \$15.00 per hour, effective April 3, 2023.
- s) To **hire Hunter Jones**, Laborer in the Parks and Recreation Department at \$14.00 per hour, effective April 3, 2023.
- t) To **hire Amber Payton**, Cashier in the Managerial Department at \$33,000 annually, effective March 27, 2023.
- u) To **hire Margaret Wallace**, Deputy Municipal Court Clerk in the Municipal Court at \$34,000 annually, effective April 3, 2023.
- v) Removed by Councilor Keith Baker.

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## 5. ANNOUNCEMENTS, PRESENTATIONS, AND REPORTS

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Recognition of Years of Service for **April** employees by Mayor Catron

**Sean Valdez**, 15 yrs., Fire Department

**Robert Bacon**, 5 yrs., Police Department

Report from Library given by Cherokee Lowe

Report from Chamber of Commerce given by Nathan Reed

Report from Tour Tahlequah given by Gena McPhail

Report from Tahlequah Main Street Association given by Jamie Hale

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**REGULAR SESSION**

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6. Councilor Highers made a motion and Councilor Baker seconded to table item (h), the Legal Services Agreement with BJ Baker for fiscal year 2023-2024, until May 1, 2023.

**Vote: Ayes: Highers, Ratliff, Baker, Long                      Nays: None                      Motion carried**

Councilor Baker made a motion and Council Highers seconded to table item (i), the Legal Services Agreement with John Tyler Hammons for fiscal year 2023-2024, until May 1, 2023.

**Vote: Ayes: Baker, Highers, Ratliff, Long                      Nays: None                      Motion carried**

Councilor Long Made a motion and Councilor Ratliff seconded to approve item (k), to approve the Contract for Mowing Services with LawnStars Landscaping, LLC.

**Vote: Ayes: Long, Ratliff, Highers, Baker                      Nays: None                      Motion carried**

Councilor Highers made a motion and Councilor Ratliff seconded to approve item (v) a waiver of the Purchasing Policy competitive bidding requirements and Section 7-105 of the City of Tahlequah Code of Ordinances and accept the lowest quote for rebar material for Mission Park Project from Crimson Steel.

**Vote: Ayes: Highers, Ratliff, Long, Baker                      Nays: None                      Motion carried**

7. Councilor Ratliff made a motion and Councilor Long seconded to approve the Shriner Glow Golf Tournament to be held on April 22, 2023 at the Riverlinks Golf Course with a cost of \$5.00 per person which includes both green fees and cart rental.

**Vote: Ayes: Ratliff, Long, Baker, Highers                      Nays: None                      Motion carried**

8. Councilor Long made a motion and Councilor Ratliff seconded to approve Resolution No. 04-03-23, a resolution setting the salary, payments, and/or compensation for the Judge of the City of Tahlequah, Rachel Dallis.

**Vote: Ayes: Long, Ratliff, Baker, Highers                      Nays: None                      Motion carried**

9. Councilor Baker made a motion to approve item (9) with the contingency of owner using diagonal parking and installing a "hard surface". There was no second and motion died.

Councilor Ratliff made a motion and Councilor Long seconded to approve, as presented, the Planning Commission's recommendation to allow abutting property owner to use public right-of-way for parallel parking for property located at 202 E 5<sup>th</sup> Street, Tahlequah, OK 74464.

**Vote: Ayes: Ratliff, Long, Highers                      Nays: Baker                      Motion carried**

10. Councilor Long made a motion and Councilor Ratliff seconded to approve the deny purchase of budgeted item: a 24 yd rear load dumpster from Scranton Mfg. Co. in the amount of \$222, 503.00 to replace current packer.

***Vote: Ayes: Long, Ratliff, Highers, Baker                      Nays: None                      Motion carried***

- 11. No action taken on the transition of the City of Tahlequah cell phone service from AT&T to T-Mobile.**
- 12. Councilor Long made a motion and Councilor Ratliff seconded to exit Regular Session and enter into Executive Session at 6:31 p.m.**

***Vote: Ayes: Long, Ratliff, Highers, Baker                      Nays: None                      Motion carried***

- 13. Meeting reconvened at 8:32 p.m.**
- 14. No action taken regarding the pending claim against H&G Paving Contractors, Inc.**
- 15. Councilor Ratliff made a motion and Councilor Highers seconded to approve, as presented, the 2023-2024 Contract with IAFF Local 4099.**

***Vote: Ayes: Ratliff, Highers, Baker, Long                      Nays: None                      Motion carried***

- 16. Councilor Ratliff made a motion and Councilor Long seconded to approve, as presented, the Employment Agreement with Alan Chapman as Finance Director.**

***Vote: Ayes: Ratliff, Long, Catron                      Nays: Baker, Highers                      Motion carried***

- 17. A mid-month meeting was set for April 17, 2023 at 5:30 p.m.**
- 18. Meeting adjourned at 8:40 p.m.**