

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED NOVEMBER 9, 2023 AT 3:30 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
NOVEMBER 13, 2023**

PRESENT: MAYOR WILLIAM H. JOYCE, VICE MAYOR AMY DZIALOWSKI,
COUNCILORS CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN
ABSENT: NONE

1. CALL MEETING TO ORDER

Mayor Joyce called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Stillwater City Council led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS/PRESENTATIONS

- a. Small Business Saturday - Stillwater Chamber of Commerce

Mayor Joyce read the proclamation declaring Saturday, November 25, as Small Business Saturday. Mayor encouraged residents to shop small and to shop local.

4. CONSENT DOCKET

- a. Approve November 3, 2023 regular meeting minutes
- b. Approve Encroachment Agreement and Release of Liability with 84 Hospitality to allow for the projection of an ADA ramp and concrete stairs in the right-of-way at the property addressed as 116 West 10th Avenue.
- c. Approve 2024 City Council meeting schedule
- d. Approve ratification of the contract with Firebrand Construction, LLC for the Water Treatment Plant Roof Replacement (Bid #40-2023), and approve budget amendments reflecting revenue and expenditures in the amount of \$118,550 for the project
- e. Approve a reasonable extension of 15 additional days to the time period for awarding the contract for the Block 34 Project (Project 23TR03; Bid No. 58-2023), which time period shall not exceed a total of 45 days from the date of bid opening for good cause shown.
- f. Approve Memorandum of Understanding with Stillwater Public Schools for LED lighting project at Couch Park
- g. Approve award of bid for a new airline passenger boarding ramp to Timberline GSE, Inc. in the amount of \$62,250, and approve a budget revision to move the remaining balance of \$65,499 from the roof repair project to the passenger boarding ramp project

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HARDIN TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.

NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

5. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

There were no requests to speak on agenda items not scheduled for public hearing.

6. ITEMS REMOVED FROM CONSENT DOCKET

None.

7. RESOLUTIONS

- a. Resolution No. CC-2023-43: A resolution authorizing the Mayor of the City of Stillwater, Oklahoma, a Municipal Corporation, to sign and issue an Election Proclamation calling for a General Election and a Runoff Election, if needed, in the City of Stillwater

Mayor Joyce stated that this is a resolution authorizing an election and runoff election if needed, for City Council Seat 3 and the election will be on February 13, 2024. He reported that the filing period for anyone wanting to run for Seat 3 is December 4-6, 2023.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2023-43 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

8. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - Interim City Manager Brady Moore asked residents to please remember to fly through Stillwater Regional Airport for the holidays. Enjoy free parking and short security lines and the upgraded, larger planes with first class amenities when you "Fly SWO." Flying close to home is a great way to support your local economy. Book flights using airport code SWO at AA.com. Mr. Moore announced American Airlines notified the Stillwater Regional Airport that the planes will be updated to slightly larger planes to allow for carry-on luggage and more first class seating.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin reminded residents that City offices will be closed on Thursday, November 23 and Friday, November 24 for the Thanksgiving holiday. Trash and recycling will be collected as usual as well as yard waste. The Convenience Collection Center will be closed. As always, set your carts out by 6 a.m. because collection routes can vary.
 - Councilor Clark announced that the City is accepting applications for a citizen representative to fill a Board of Adjustment position. The board consists of five members who are empowered by city code to conduct hearings and render decisions on matters of appeals, variances, and special exceptions to the zoning ordinance. The board is considered to be quasi-judicial in that its decisions can only be overturned by district court. The term length is three years. If anyone would like to get involved in the local government and help make Stillwater even greater, please consider applying online at Stillwaterok.gov/citizenboards.
 - Councilor Hawkins stated that if anyone would like to be in the Stillwater Holiday Parade of Lights, please complete a form online at Stillwaterok.gov/holidays or

in-person at Stillwater Community Center; Visit Stillwater; or Stillwater Chamber of Commerce. The parade will be Thursday, Dec. 7. The deadline to submit entries is this Friday, Nov. 17 by 4:30 p.m. This year's theme is "Holidays in Stillwater" which gives entrants an opportunity to really showcase their creativity. The event kicks off on Main Street from 9th to 7th Avenues, over to Husband at 6:30 p.m. with candy and light sabers for the kids. The parade will begin at 7 p.m. and afterwards there will be the official tree lighting at 8 p.m. at Chris Salmon Plaza at 9th and Main. For the official Stillwater holidays calendar of events, go to visitstillwater.org.

- Vice Mayor Dzialowski reminded residents that it's the time of year to apply or renew your burglar or fire alarm permit registration with the City of Stillwater. Permits are \$6 per alarm on your property. Residents who are 62 years of age and government entities do not pay fees. Applications are available online at Stillwaterok.gov and in-person at the Stillwater Police Department.
- Mayor Joyce announced that Wednesday, Nov. 15 is America Recycles Day. This year, the City wanted to create awareness about how to recycle and its importance in our community. The City has created a new Waste Management mascot and are encouraging residents to take part in the naming process. Please go to the City of Stillwater Facebook to access the link for sending in your name suggestions. The top five will be announced Wednesday and then we will have a final vote to determine the mascot's name. This suggestion was brought forward by one of our Communications Assistants, April, who also helps run the audio for these meetings. The City appreciates the OSU communications students and are excited to have her and others on the team.
- Councilor Clark stated that this would be Brady Moore's last meeting as Interim City Manager and he thanked him for his dedication and leadership. Mayor Joyce also thanked Mr. Moore for his time as interim city manager.
- Brady Moore stated that it was a joy and an honor to serve as interim city manager. He thanked all employees and the team of directors that helped to lead the City during his time as interim city manager.
- i. Discussion about scheduling items for future meetings.

9. QUESTIONS & INQUIRIES

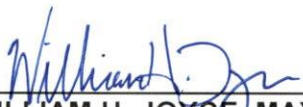
None.

10. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE NOVEMBER 13, 2023 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

The November 13, 2023 regular meeting of the Stillwater City Council adjourned at 5:41 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK