

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED OCTOBER 27, 2021 AT 4:45 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
NOVEMBER 1, 2021**

**PRESENT: MAYOR WILLIAM H. JOYCE, COUNCILORS JOHN WEDLAKE,
AMY DZIALOWSKI AND CHRISTIE HAWKINS
ABSENT: VICE MAYOR ALANE ZANNOTTI**

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. Introduction of Community Development Director Jeff Mathews

Chief Performance Innovation Officer Brady Moore introduced the new Community Development Director Jeff Mathews.

Mr. Mathews stated he was honored and privileged to work at the City of Stillwater and thanked everyone for making him feel welcome.

4. CONSENT DOCKET

- a. Approve regular meeting minutes of October 18, 2021 and study session minutes of October 25, 2021
- b. Approve budget amendments to close completed capital projects:
- General Fund
 - Reduce expenditure appropriations by \$223,319
 - City Capital Fund
 - Reduce expenditure appropriations by \$261,094
 - Transportation Fee Fund
 - Reduce expenditure appropriations by \$57,000
 - Transportation Sales Tax Fund
 - Reduce expenditure appropriations by \$245,000
 - CDBG Fund
 - Reduce revenue projection by \$56,333
 - Reduce expenditure appropriations by \$56,333
- c. Approve setting December 20, 2021 as the public hearing date for a request to close a 1,442.5 foot section of the utility easement at 711 N Main
- d. Approve 2022 City Council meeting schedule

Mayor Joyce removed item d. from the consent docket.

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR DZIALOWSKI TO APPROVE THE CONSENT DOCKET MINUS ITEM D.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

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

Todd Smith, 1116 S. Walnut, spoke against a mask mandate and vaccines.

John Bartley, 623 S. Lewis, spoke against the 2022 City Council meeting schedule as the Monday night meetings interfere with watching Monday night's professional baseball games. As a consequence of a friendly wager, Mr. Bartley presented the Mayor with a Houston Astros baseball cap to wear during the Council meeting. Mayor Joyce wore the cap but stated the meeting schedule would not be changed to accommodate Mr. Bartley's request.

6. ITEMS REMOVED FROM CONSENT DOCKET

- d. Approve 2022 City Council meeting schedule

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR DZIALOWSKI TO APPROVE ITEM D. FROM THE CONSENT DOCKET

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

7. PUBLIC HEARINGS

- a. Receive public comment regarding a request for a Map Amendment to rezone properties addressed as 2003 W. 6th Avenue and 610 S. McFarland Street from Residential Multi-Family (RMI) & Office (O) to Commercial Shopping (CS) Zoning

Senior Planner Rian Harkins reported that the applicant is requesting a review and approval of a map amendment to rezone properties addressed as 2003 W. 6th Avenue and 610 S. McFarland Street from Residential Multi-Family and Office to Commercial Shopping zoning. The two properties are currently within a larger area of Residential zoning and are bordered on the north by Public zoning, which is Westwood Elementary School. Mr. Harkins stated that the Future Land Use Map within the Comprehensive Plan indicates that the desired land use within this part of the community is commercial for areas adjacent to 6th Avenue.

Mayor Joyce opened the public hearing.

Kelly Harris, Keystone Engineering spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval of this map amendment with a 5-0 vote.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR DZIALOWSKI TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTIES LOCATED AT 2003 W. 6TH AVENUE AND 610 S. MCFARLAND STREET.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

- b. Receive public comment regarding a request for a Map Amendment to rezone property addressed as 847 W. Eskridge Avenue from Small Lot Single-Family Residential (RSS) to Commercial Shopping (CS) Zoning

Senior Planner Rian Harkins reported that the applicant requests a review and approval of a map amendment to rezone property addressed as 847 W. Eskridge Avenue from Small Lot Single-Family Residential to Commercial Shopping zoning. The subject property is currently a residential use. Mr. Harkins stated that the Future Land Use Map with the Comprehensive Plan indicates that the desired land use within this part of the community is university uses. Oklahoma State University owns the properties directly to the east and south. The closest commercial zoning is approximately three blocks to the east along Boomer Road

Mayor Joyce opened the public hearing.

Kelly Harris, Keystone Engineering spoke on behalf of the applicant.

Trevor Fieldsend, 1024 W. Will Rogers Drive, spoke against the rezoning.

Gena Hellman, 902 W. Eskridge Avenue, spoke against the rezoning.

Mayor Joyce closed the public hearing.

Council discussion centered around the possibility of bringing this item back as a request for a PUD or some other less intrusive zoning due to proximity to Will Rogers Elementary School.

Councilor Dzialowski asked why the maps do not indicate University zoning on the property owned by OSU. Mr. Harkins said there had been no request from either the University or Council for an update but that it certainly can be done.

Planning Commission recommended denial of this map amendment with a 3-2 vote. The reason for denial was that the proposed zoning district is not appropriate for this area.

MOTION BY COUNCILOR WEDLAKE TO REJECT THE RECOMMENDATION OF THE PLANNING COMMISSION AND APPROVE THE APPLICATION. MOTION FAILED DUE TO LACK OF A SECOND.

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO DENY THE APPLICATION.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-NAY, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-ONE. MOTION CARRIED WITH THREE YEA VOTES TO ONE NAY VOTE.

8. GENERAL ORDERS

- a. Approve purchase to replace existing VoIP telephone models and authorize total project expenditures not to exceed \$113,650, which includes a 15% contingency

Information Technology Director Brad Stewart reported that servers, software and licenses supporting the City's Cisco VoIP telephone system were upgraded in FY20/21 as a part of an overall core network infrastructure upgrade. However, individual telephone handsets were not replaced at this time. These handsets are over eight years old and failures of microphones, speakers, dial pads, displays or network interfaces are becoming more frequent. Mr. Stewart stated that in most instances, the network connectivity is routed through the handset and then into the desktop computer. The older handsets have limited network speed, which also limits the network speed of the desktop computer. He reported IT staff researched available handset models compatible with the City's VoIP telephone system to replace old

models. The proposed replacements include a mixture of standard desk phones, video phones, conference phones, expanded keyboard modules and wireless headsets. Mr. Stewart stated that all equipment proposed is from existing state contracts already competitively awarded.

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO APPROVE STAFF'S RECOMMENDATION TO REPLACE EXISTING VOIP TELEPHONE MODELS AND AUTHORIZE TOTAL PROJECT EXPENDITURES NOT TO EXCEED \$113,650, WHICH INCLUDES A 15% CONTINGENCY.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

- b. Authorize the lease purchase of two new fire engines from Pierce Manufacturing at a purchase amount of \$1,398,570 using the SUA's Master Equipment Lease/Purchase Agreement with Bank of America and authorize the City Manager/General Manager to sign related documents (This action is contingent upon authorization from SUA Trustees)

Fire Chief Terry Essary stated that the two fire engines that are scheduled for replacement were manufactured in 2008 by Ferrara Manufacturing and they were pre-owned and purchased by the City of Stillwater in 2009. Industry standard is for front line engines to be moved to reserve status at the 15 year mark or sooner if they become maintenance intensive. Chief Essary reported that due to mechanical issues, the two engines planned for replacement have been out of service 80 days in the last 24 months. The unplanned and unexpected mechanical issues have deemed these current engines unreliable while repair parts continue to be difficult to acquire. Chief Essary stated a second issue is the lack of adequate storage space to accommodate necessary equipment including medical supplies and firefighter PPE. He reported in June 2021, an apparatus committee began researching replacement options and determined utilizing the Houston Galveston Area Council (HGAC) Purchasing Program was the best course of action for our department. The HGAC meets or exceeds all state, county and local purchasing requirements.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR DZIALOWSKI TO AUTHORIZE THE LEASE PURCHASE OF TWO NEW FIRE ENGINES FROM PIERCE MANUFACTURING AT A PURCHASE AMOUNT OF \$1,398,570 THROUGH THE SUA'S MASTER EQUIPMENT LEASE/PURCHASE AGREEMENT WITH BANK OF AMERICA AND AUTHORIZE THE CITY MANAGER/GENERAL MANAGER TO SIGN RELATED DOCUMENTS.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

- c. First quarter financial report

Finance Director Christy Cluck gave the Quarterly Financial Report for the first quarter of fiscal year 2021-2022 and answered Council's questions.

No action was taken on this item.

- d. Approve recommendation to reject bids to construct a Nature Learning Trail on the west side of Lake McMurtry.

Special Projects Director John McClenny reported that Lake McMurtry Friends received a Recreation Trail Grant to construct a Nature Learning Trail on the west side of Lake McMurtry. The grant program allows a \$300,000 project with 80% covered by the grant and the 20% match provided by the project sponsor and the City Council approved the matching funds of \$60,000. Mr. McClenny stated that three bids were received for this project and all were over the available budget. Staff recommends rejecting

all bids. Mr. McClenny stated staff will work with the project consultants to modify the design and re-bid the project.

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR WEDLAKE TO REJECT ALL BIDS FOR THE LAKE MCMURTRY FRIENDS RECREATION TRAIL PROJECT.

**ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.**

e. COVID-19 update

Mayor Joyce stated that he did not have much to report regarding COVID-19. He said the number of cases are decreasing and the vaccines numbers are rising and that is a good sign. He stated the hospital numbers are better but not great so following the CDC guidelines of wearing a mask if not fully vaccinated is still recommended.

9. ORDINANCES

a. Second Reading

Ordinance No. 3483: An ordinance closing a 15 foot water line easement located in the Southeast Quarter (SE/4) Of Section Eighteen (18), Township Nineteen (19) North, Range Two (2) East of the Indian Base and Meridian, City of Stillwater Payne County, Oklahoma, on property addressed as 5200 W 6th Avenue

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR HAWKINS TO ADOPT ORDINANCE NO. 3483 AS PRESENTED.

**ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.**

10. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - Deputy City Manager Melissa Reames stated that the City would like to thank the 130 first responders who helped with OSU Walkaround and the Sea of Orange Homecoming parade last weekend. It was a great homecoming weekend in Stillwater and it would not have been possible without the efforts of Police, Fire, Emergency Management, Public Works and many more.
- c. Miscellaneous items from the City Council:
 - Councilor Hawkins stated that the holiday season is rapidly approaching and that means it's time to start thinking about holiday shopping. Residents and visitors are encouraged to "Shop SWO" this year. When citizens choose to support small businesses that helps build a strong community that everyone can be proud to call home.
 - Councilor Dzialowski announced that the Stillwater Public Library's 100th year anniversary is in 2023. The library is asking residents to complete a 10 minute survey to help them plan how to celebrate the past and prepare for its next 100 years. Residents can find the survey at [tinyURL.com/SPL100th](https://tinyurl.com/SPL100th) or request a copy at the library.
 - Councilor Wedlake reported that Stillwater has recently experienced a few rounds of severe weather with many of these storms moving in overnight. Be sure to have multiple ways to receive severe weather warnings to protect you

- and your family. Residents can follow City of Stillwater Emergency Management SEMA on Facebook and Twitter for important updates and information.
- Mayor Joyce announced that starting today, residents will see an exciting change in the City of Stillwater's communications. The City is changing its hashtag from STWOK to SWO. This new hashtag will have several variations such as "Shop SWO", "Work SWO" and "Love SWO" that can be used to promote City services, encourage investment in our local economy and unite the community.
 - i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

None.

12. ADJOURN

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR DZIALOWSKI TO ADJOURN THE NOVEMBER 1, 2021 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

The November 1, 2021 regular meeting of the Stillwater City Council adjourned at 6:32 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK