

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED MARCH 22, 2024 AT 9:00 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MARCH 25, 2024**

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. Chris Salmon Plaza OSU Art Project

Community Resources Director Barbara Bliss introduced Prairie Arts Director Meghan Brasuell and OSU Art Professors and students that were presenting their projects for the new mural at Chris Salmon Plaza. CiCi James presented and explained her art project titled "Flying to the Future" and Emalie Clayton presented and explained her art project titled "Green Lady."

b. DeMolay Proclamation

Mayor Joyce read the proclamation declaring March, 2024 as DeMolay month in Stillwater, OK. Master Councilor Clark R. discussed the mission of DeMolay and accepted the proclamation.

4. CONSENT DOCKET

- a. Approve March 4, 2024 regular and executive session meeting minutes
- b. Accept a temporary construction easement and authorize execution by the City Manager of the associated settlement agreement for the 3rd Avenue bridge project (19TR04).
- c. Accept a temporary construction easement for the Redbud Sewer Project located on Randolph Court
- d. Award bid to Stillwater Turf Services LLC for City wide mowing for an amount not to exceed \$134,880
- e. Approve the Oklahoma Wireless Information Network (OK-WIN) Land Mobile Radio (LMR) Services Agreement
- f. Approve Amendment No. 2 and Exhibit C-2 to the CMAR Services Agreement regarding a partial lump sum conversion for Work Package #2 to Guaranteed Maximum Price and authorize the City Manager to execute said Amendment No. 2

- g. Authorize amendment 4 to professional services agreement with Kimley-Horn for 12th Avenue Health Corridor Study and approve associated budget amendment and authorize the City Manager to execute.
- h. Approve budget amendments to increase revenue projections to reflect increased activity at the Airport and to increase appropriations to purchase safety equipment and meet other needs at the Airport.

Mayor Joyce stated that staff requested that item e. and item g. be removed from the consent docket and postponed until the next Council meeting.

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR CLARK TO APPROVE THE CONSENT DOCKET MINUS ITEMS E. AND G.

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. PUBLIC HEARINGS

- a. Receive public comment regarding a request to close a 10-foot wide tract of right-of-way on E. 11th Avenue adjacent to property addressed as 1101 S. Main Street, containing 1,400 square feet.

City Planner Jacquelyn Porter reported that Progressive Development Corp. is requesting the closure of 1,400 square feet of right-of-way at the property addressed as 1101 South Main Street to bring the existing structure into compliance. This would alleviate the approximately 2.5 feet encroachment of the existing building onto East 11th Avenue right-of-way.

Mayor Joyce opened the public hearing.

Stephen Gose, Gose & Associates, spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO CLOSE THE PORTION OF THE RIGHT-OF-WAY AS REQUESTED NEAR THE PROPERTY ADDRESSED AS 1101 SOUTH MAIN.

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

8. GENERAL ORDERS

- a. Award a unit price contract, for the alternate bid, to Ellsworth Construction OKC, LLC for \$2,814,763.15, authorize total construction expenditures not to exceed \$3,130,000.00, and authorize City Manager to execute a construction contract for the Airport/Park/Harned Reconstruction Project and approve associated budget amendment.

Transportation and Drainage Manager Travis Small reported that Park Drive & Harned Avenue Roadway Reconstruction was one of three full reconstruction projects in the FY20 Pavement Management Program (PMP) authorization. The FY20 PMP identified Park Drive and Harned Avenue from Perkins Road to Airport Road for roadway reconstruction. The pavement has deteriorated to the point that patches, panel replacements or other maintenance would not be economical. Mr. Small stated that during design of Park & Harned, severe deterioration of Airport Road structural integrity began to occur. On November 14, 2022, Amendment 1 to Task Order 2 was approved for Gose & Associates to design a project to reconstruct Airport Road. Bids were opened on March 6, 2024. Staff reviewed the bid packages and recommends the project be awarded to Ellsworth Construction OKC, LLC for the Alternate Bid at a construction bid price of \$2,814,763.15. Mr. Small reported that during the February 22, 2024 meeting of the Transportation Project Advisory Committee (TPAC), staff advised the committee of the project bid opening date as well as the likely bid award recommendation to Council prior to the next TPAC meeting.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO AWARD A UNIT PRICE CONTRACT, FOR THE ALTERNATE BID, TO ELLSWORTH CONSTRUCTION OKC, LLC FOR \$2,814,763.15; AUTHORIZE TOTAL CONSTRUCTION EXPENDITURES NOT TO EXCEED \$3,130,000.00 WHICH INCLUDES CONSTRUCTION, TESTING AND CONTINGENCY; AUTHORIZE A BUDGET AMENDMENT IN THE AMOUNT OF \$2,736,916; AND AUTHORIZE THE CITY MANAGER TO EXECUTE CONTRACTS AND RELATED DOCUMENTS.

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

9. ORDINANCES

a. First Reading

Ordinance No. 3533: An ordinance closing a portion of a rights-of-way located near Lots Twenty-Three (23) and Twenty-Four (24), in Block Fifty-Seven (57), Original Town, now City of Stillwater, Payne County, Oklahoma, near property addressed as 1101 South Main Street

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADVANCE ORDINANCE NO. 3533 TO SECOND READ AS PRESENTED.

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

10. QUESTIONS & INQUIRIES

None.

11. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Kimberly Meek invited residents to please join City staff this week for community meetings to discuss a new Stillwater Animal Welfare facility. There will be a meeting tomorrow evening in the Dining and Event Hall at the Stillwater Community Center, beginning at 5:30 p.m. and another online/virtual meeting will be Thursday, March 28, at 5:30 p.m. Every voice is important to us. Collectively, let's determine what is best for our residents and animals.
- c. Miscellaneous items from the City Council:

- Councilor Hardin reminded residents that the Stillwater Fire Department has staff members who are certified child passenger safety technicians. The Fire Department staff are ready to help with car seat installations or check-ups.
 - Councilor Clark announced that the Stillwater Public Library is hosting two in-person eclipse-related programs in honor of the total solar eclipse that will cross the southeast corner of Oklahoma on April 8. The first event is for adults on Thursday, March 28, at 7:30 p.m., and one for kids and teens will be on Friday, March 29, at 1 p.m.
 - Councilor Hawkins announced that City staff wants your feedback for Stillwater's new Comprehensive Plan. A Comprehensive Plan establishes a vision for the next 10 to 20 years of a city's growth, and it guides decision making for policy and public investment. Please take the survey and share your input.
 - Vice Mayor Dzialowski reminded residents that the annual "Trash-Off" event to help keep Stillwater beautiful, will be Saturday, March 30, from 9 a.m. to 12 p.m. Volunteers will meet at the Couch Park Pavilion at 1270 E. Alcott Drive. Since work gloves, safety vests, and trash bags will be provided, volunteers are asked to RSVP by March 28, by calling (405) 533-8482. This is an opportunity to earn community service hours, if needed.
 - Mayor Joyce announced that due to extensive repairs necessary for safety and possible operation at the Stillwater Pool located in Couch Park, the City will utilize the YMCA to meet the community's pool needs for summer 2024. Many thanks to the YMCA for partnering with the City. The public pool has served the City well for many years. However, it now requires significant repairs and maintenance essential to ensure safety and functionality. The City's top priority is the overall well-being of our pool-goers and their positive summer experience. The Stillwater YMCA will be available to community members for \$5/day, Monday-Friday, 1-5 p.m. and Saturday, 1-4 p.m., from June 3 to August 10, 2024.
- i. Discussion about scheduling items for future meetings.

12. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADJOURN THE MARCH 25, 2024 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 March 25, 2024 regular meeting of the Stillwater City Council adjourned at 6:05 p.m.


 WILLIAM H. JOYCE, MAYOR
 STILLWATER CITY COUNCIL


 TERESA KADAVY
 CITY CLERK