

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED MAY 16, 2024, AT 4:15 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MAY 20, 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. Flood Awareness Month and acknowledgment of Turn Around Don't Drown contestant

Mayor Joyce read the proclamation declaring May 2024 as Flood Awareness Month. Watershed Quality Manager and Floodplain Administrator Zack Henson thanked the Council for bringing awareness to floodplains and the hazards associated with those floodplains. He encouraged residents to research the potential hazards on their property.

City Engineering Manager Travis Small explained the yearly Turn Around Don't Drown Poster competition. This competition is for third through fifth graders in the State of Oklahoma. He reported that a fifth-grade student from Will Rogers Elementary School, Dania Al Qanbar, received honorable mention with her poster design. Mr. Small introduced Dania's teacher, Myla Stevens, who spoke on the conversations explaining the concept drowning and of drawing this poster to Ms. Al Qanbar.

4. CONSENT DOCKET

- a. Approve May 8, 2024 special meeting minutes
- b. Approve FY25 Oklahoma Municipal Assurance Group (OMAG) policies for property and general liability insurance coverage in the amount of \$946,628 and a liability policy for Stillwater Regional Airport in the amount of \$9,722.
- c. Approve FY24 Audit Engagement with HSPG and Associates, PC
- d. Approve CKG Development, LLC Final Plat (SUB23-15) for Cedar Farms Subdivision, currently addressed as 2615 E. McElroy Road in the Small Lot Single Family Residential (RSS) district.
- e. Approve acceptance of public improvements for Cedar Farms
- f. Approve Easement Agreement for the Redbud Sewer Project and associated budget amendment
- g. Approve budget amendments reflecting receipt and appropriation of donation funds in the amount of \$2,838 for Stillwater Public Library
- h. Approve agreement with ODOT for installation of advance school warning signs and flashing beacons along SH-51

- i. Approval of agreement providing for the conveyance of a Temporary Construction Easement and a Permanent Pipeline Easement for construction and installation of a new natural gas pipeline on City property to Enable Oklahoma Intrastate Transmission, LLC in consideration of payment of \$65,758, and authorizing the Mayor to execute said easements.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS 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. PUBLIC HEARINGS

- a. Receive public comment regarding the proposed operating budget for fiscal year 2024-2025 and consider action to incorporate changes presented during this public hearing and/or other changes identified by the Council and return to the Council for review at a future meeting or direct staff to proceed with adoption of the budget as proposed in the attached schedule at a future meeting.

Assistant City Manager and Finance Director Christy Cluck stated that staff does not feel that the public notice published in the local newspaper is sufficient to meet the intent of transparency to the citizens. For this reason, staff is requesting to defer this public hearing to June 3, 2024. Ms. Cluck stated that the public notice is available on the City website and will be published again in the newspaper in a more transparent format.

- b. Pursuant to 11 O.S. § 22-112 and 11 O.S. §22-112.4, the Stillwater City Council will conduct a hearing to determine whether the structure located at 638 East 14th Avenue, Stillwater, Oklahoma, and owned by David & Brenda Sorenson, is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E). The City Council shall make a determination as to whether said building is dilapidated and/or abandoned as defined by the referenced statutes and whether to order the abatement and removal of said structure and the assessment of all associated costs thereof to the owner of said property.

Beth Anne Childs, Childs Law Firm, discussed the history of this property and the past notices of abatement. She stated that she visited with Mr. Sorenson and that some progress was made on the property today in regards to the bushes around the building. Staff is requesting because of how long this has been going on, that the resolution be approved, giving 90 days for continued improvements, or the City Manager is vested with the authority to have the property demolished.

Mayor Joyce opened the public hearing.

Mr. Sorenson spoke on his behalf stating the plans for the improvements to the property.

Mayor Joyce closed the public hearing.

- c. Pursuant to 11 O.S. § 22-112 and 11 O.S. §22-112.4, the Stillwater City Council will conduct a hearing to determine whether the structure located at 915 South McDonald Street, Stillwater,

Oklahoma, and owned by Jerry D. and Jennifer S. Knight is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E) The City Council shall make a determination as to whether said structure is dilapidated and/or abandoned as defined by the referenced statutes and whether to order the abatement and removal of said structure and the assessment of all associated costs thereof to the owner of said property.

Beth Anne Childs, Childs Law Firm, stated that she has had several conversations with Ms. Knight regarding this particular structure and Ms. Knight stated she has entered into a contract for a new roof. Ms. Childs stated that she went over each photograph with the owner stating the items that absolutely had to be repaired within the next 90 days. Staff recommends approving the resolution giving the owners the 90 day time frame to make the required improvements.

Mayor Joyce opened the public hearing.

Ms. Knight spoke on their behalf stating that they can make the necessary improvements in 90 days.

Mayor Joyce closed the public hearing.

- d. Pursuant to 11 O.S. § 22-112 and 11 O.S. §22-112.4, the Stillwater City Council will conduct a hearing to determine whether the structure located at 2110 West Sherwood, Stillwater, Oklahoma, and owned by Marie Oddette Saxon, is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E). The City Council shall make a determination as to whether said building is dilapidated and/or abandoned as defined by the referenced statutes and whether to order the abatement and removal of said structure and the assessment of all associated costs thereof to the owner of said property.

Beth Anne Childs, Childs Law Firm, stated that this property has been mowed and the brush has been cleaned up but there has been no progress on structural improvements. The property owner indicated to code enforcement that she has entered into a contract to sale the property but when code enforcement checked with county land records, nothing had been recorded. For this reason, staff recommends approving the resolution giving the owner the 90 day time frame for demolition.

Mayor Joyce opened and closed the public hearing as no one was present to speak.

8. GENERAL ORDERS

- a. Consideration, discussion and possible action to approve FY25 Agreement with Stillwater Museum Association, Inc.

Assistant City Manager and Human Resources Director Christy Driskel reported that the City of Stillwater has a long-standing agreement with the Stillwater Museum Association, Inc., which will collect, study, preserve and communicate about a collection of documents, photographs, artifacts, and other items which show the material culture of Stillwater, Oklahoma, and its history. She stated that as part of that agreement, the City of Stillwater has paid \$15,000 per year from 2007 to 2021. In 2022 and 2023, the City of Stillwater paid \$30,000 per year for capital upgrades to the Stillwater History Museum at the Sheerar and in support of the Museum to provide public education and to promote economic development by providing an attraction for tourists with exhibits, records and artifacts.

Ms. Driskel stated that this topic is split into two agenda items. The first item on the agenda is consideration of the annual allocation of funds in the amount of \$30,000 to the Stillwater Museum Association, Inc. in support of public education and preservation of documents, photographs, artifacts, and other items. This is a renewal from an agreement placed last year. The requested \$30,000 is included in the FY25 proposed budget with funds available.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO APPROVE AGREEMENT WITH STILLWATER MUSEUM ASSOCIATION, INC. IN THE BUDGETED AMOUNT OF \$30,000.

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

- b. Consideration, discussion and possible reasonable action on Stillwater Museum Association, Inc.'s request for one-time capital investment in the amount of \$20,000 to support renovations to the museum building.

Assistant City Manager and Human Resources Director Christy Driskel stated that this item is part two of this year's request. She reported that the Stillwater History Museum at the Sheerar recently underwent renovations. They are requesting assistance of \$20,000 to support the recent renovation project. Ms. Driskel stated that the additional \$20,000 request would require funds to be identified and reallocated towards this project and an amendment could be brought back for Council's approval. She reported that if funds are approved, staff would review facility maintenance budgets of current City facilities and/or departments and divisions operating budgets for fund reallocation to this item.

Mayor Joyce stated he would like to see if it's possible for the City to find \$50,000 to \$100,000 to create a yearly grant program that would allow the City to support facilities and programs that are not the City's but that are important to the City. He stated this would need to be a structured program with an application process. Discussion was held amongst Council and Ms. Driskel answered their questions.

Stillwater Museum Association President Candace Robinson spoke on behalf of the Museum and discussed the renovations.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO DENY THE REQUEST OF THE ADDITIONAL \$20,000 AND DIRECT STAFF TO PROCEED ON A POSSIBLE YEARLY GRANT PROGRAM.

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

Mayor Joyce thanked the Stillwater History Museum for all the work they do for the City.

9. RESOLUTIONS

- a. Resolution No. CC-2024-12: A resolution of the Stillwater City Council declaring the secondary structure located at 915 South McDonald Street, Stillwater, Oklahoma, dilapidated and abandoned, and a public nuisance detrimental to the health, safety, and welfare of the general public and the community, and ordering the dilapidated structure to be torn down and removed pursuant to 11 O.S. §22-112

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2024-12 AS PRESENTED.

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

- b. Resolution No. CC-2024-13: A resolution of the Stillwater City Council declaring the structure located at 638 East 14th Avenue, Stillwater, Oklahoma, dilapidated and abandoned, and a public nuisance detrimental to the health, safety, and welfare of the general public and the

community, and ordering the dilapidated structure to be torn down and removed pursuant to 11 O.S. §22-112

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2024-13 AS PRESENTED.

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

- c. Resolution No. CC-2024-14: A resolution of the Stillwater City Council declaring the structure located at 2110 West Sherwood Avenue, Stillwater, Oklahoma, dilapidated and abandoned, and a public nuisance detrimental to the health, safety, and welfare of the general public and the community, and ordering the dilapidated structure to be torn down and removed pursuant to 11 O.S. §22-112

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR CLARK TO ADOPT RESOLUTION NO. CC-2024-14 AS PRESENTED.

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

- d. Resolution No. CC-2024-15: A resolution declaring the eligibility of the City of Stillwater to submit an application to the Oklahoma Department of Transportation for use of transportation alternatives program funds set forth by the Infrastructure Investment and Jobs Act (IIJA) for the second phase of the Rails-To-Trails Project from McElroy Road to 6th Avenue; assures sufficient funding for operation and maintenance for the life of the project; assures that the City of Stillwater will have title or permanent easement for the project by the time of the project letting; authorizing the Mayor or Vice-Mayor to sign the grant application and any related documents necessary to secure funding and complete the project; and approving a budget amendment to appropriate funds for the required local match.

Deputy City Manager Brady Moore reported that this resolution authorizes the City of Stillwater to submit an application to the Oklahoma Department of Transportation for the transportation alternatives program. In 2022, the City applied for a grant from this program and in 2023 was awarded \$1.2 million for the first phase of the Stillwater Rails to Trails project. Mr. Moore stated that this application will be for the second phase of the Rails to Trails project. He reported that the 20% matching funds have been identified in the transportation sales tax fund and a budget amendment is included.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADOPT RESOLUTION NO. CC-2024-15 AS PRESENTED.

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

- e. Resolution No. CC-2024-16 A resolution of the Stillwater City Council authorizing and approving the submission of an application for Fiscal Year 2024 Bipartisan Infrastructure Law (BIL) Airport Terminals Program (ATP) Funds, Airport Infrastructure Grant (AIG) Funds, and Airport Improvement Program (AIP) Entitlement And Discretionary Funds administered by the Federal Aviation Administration (FAA) for Airport Infrastructure Improvements at Stillwater Regional Airport; and approving the associated budget amendments for the required sponsor match

City Attorney Kimberly Carnley stated that this resolution authorizes the City to apply for Fiscal Year 2024 FAA funds for Airport Terminals Program Grant Funds, Airport Infrastructure Grant Funds, and Airport Improvement Program Entitlement and Discretionary Funds for infrastructure improvements at Stillwater Regional Airport. Ms. Carnley stated that there are a couple of verbal amendments that she needs to make to the resolution. In paragraphs 7 and 8, the numbers need to be changed and should read the anticipated cost share under Fiscal Year 2024 FAA Grants are as follows: Federal Aviation Administration: \$13,322,247 (including ATP \$4,500,000; AIG \$1,300,538; AIP \$7,521,709) and City of Stillwater sponsor match: \$1,217,092 (including ATP \$236,842; AIG \$144,504; AIP \$835,745); and

the Resolution No. CC-2023-33 authorized appropriation of \$322,957 of City match funding, which will be applied to Phase 1 City of Stillwater sponsor match need of \$1,217,092;

so the resolution will authorize submission of Federal Aviation Administration grant applications for fiscal year 2024 FAA funds in an amount not-to-exceed \$13,322,247 and payment of matching funds and also seeks authorization to approve budget amendments in the amount of \$894,135 to appropriate remaining funds for the required sponsor match and the second attached budget amendment has been revised to reflect this.

Airport Director Kellie Reed gave an update on the Airport Terminal Project and answered Council's questions.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2024-16 AS AMENDED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA. NAY-NONE. MOTION CARRIED WITH FIVE 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 Brady Moore announced that Stillwater Art Integration has developed the community's first utility box art program. This is a beautification, art inclusion, and graffiti abatement initiative. The contest is open to all students from Stillwater Public Schools, Meridian Technology, Oklahoma State University, and Northern Oklahoma College. The submission period is from Monday, May 20, to Thursday, August 15, 2024, 5:30 p.m. Artists will be recognized for their artwork but will not be paid for their project. This year's artwork theme is "It's Electric," to celebrate and educate the community on the importance of electricity and energy saving efforts. The top ten artwork submissions will be determined by Stillwater Art Integration Council. The top ten will then be placed online for community members to vote and determine the top six. The artwork will be installed on selected utility boxes by fall 2024. For more information, go to stillwaterok.gov/art.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin reminded residents that City Hall will be closed Memorial Day, Monday, May 27. May we take this time to honor all those who served and made the ultimate sacrifice for our freedoms. Please remember that trash and recycling will be picked up as usual.
 - Councilor Clark announced that Fly-Day Food Trucks are back at Stillwater Regional Airport. Go to the old OSU Flight Center, 1818 Wright Drive, 11 a.m. to 2 p.m. on the second Friday of each month to enjoy Fly-Days beginning June 14

through October. This year, diners will have the opportunity to experience airside dining, located within the fence.

- Councilor Hawkins asked residents to save the date and celebrate Independence Day with Stillwater's 30th Boomer Blast Firework Show on Thursday, July 4, at Boomer Lake Park. Festivities will kick off at 6:30 p.m. with food trucks, music and more. The firework show will begin around 9:30 p.m. The City will continue to share event details on social media and online at Stillwaterok.gov/boomerblast.
- Vice Mayor Dzialowski reminded residents that Stillwater has two splash pads, one at Boomer Lake Park and the other at Southern Woods. Both will open on May 23. They are open daily from 10 a.m. to 8 p.m. The free splash pads are closed only during times of inclement weather or maintenance.
- Mayor Joyce announced that Stillwater Community United will be celebrating Juneteenth at Southern Woods Park on Saturday, June 15 from 11 a.m. to 1 p.m. All community members are invited to gather for games, music, free food and drinks, and entertainment for the whole family. For more information about the event, go to visitstillwater.org/swocommunityunited. Also, City Hall will be closed in observance of Juneteenth on Wednesday, June 19. Trash and recycling will be collected as usual, but not yard waste.
- Mayor Joyce thanked the residents that cleaned up Kameoka Trail.
- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

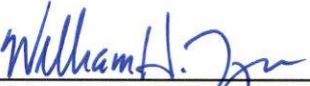
None.

12. ADJOURN

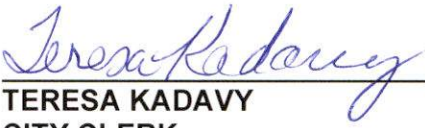
MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE MAY 20, 2024 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The May 20, 2024 regular meeting of the Stillwater City Council adjourned at 6:20 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK