

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AMENDED AGENDA WAS POSTED JUNE 17, 2021 AT 11:15 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JUNE 21, 2021

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

1. CALL MEETING TO ORDER

Vice Mayor Zannotti 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. Amateur Radio Week

Vice Mayor Zannotti read the proclamation declaring June 20-26, 2021 as Amateur Radio Week in the City of Stillwater and presented the proclamation to Kevin O'Dell.

4. CONSENT DOCKET

- a. Approve regular and executive session meeting minutes of June 7, 2021
- b. Accept electric and general utility easements from Alan Seefeldt and Jeri Seefeldt for residential property at 2321 Legendary Lane
- c. Accept general utility easement from Stephen T. James and Becky L. James for residential property at 2323 S Legendary Lane

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: ZANNOTTI-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

Kyle Tatroult, 602 W. Arapaho, spoke in favor of an Advanced Metering Infrastructure opt-out policy and expressed his concerns regarding the health hazards of these meters.

Louise Miller, 2205 W. University, also spoke in favor of an Advanced Metering Infrastructure opt-out policy due to health concerns.

6. ITEMS REMOVED FROM CONSENT DOCKET

None.

7. GENERAL ORDERS

- a. Approve the following property/casualty insurance for FY22:
 - City of Stillwater Casualty and Public Officials Insurance in an amount not to exceed \$160,000;
 - City portion of master property program in the amount of \$90,783.61;
 - Cyber Liability insurance in the amount of \$21,429;
 - Airport Premises Liability insurance renewal in the amount of \$7,751; and
 - Airport portion of master property program in the amount of \$19,014.45

Special Projects Director John McClenny stated the City of Stillwater property/casualty insurance expires on June 30, 2021 and he introduced Ray Butler, USI Southwest to explain the renewed coverage.

Ray Butler, Client Executive, USI Southwest, gave an overview of the property/casualty insurance coverage and premiums for FY22. Mr. Butler stated Cyber Liability has been added to the coverage and is imperative for the City to purchase given today's exposures.

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR DZIALOWSKI TO APPROVE CITY OF STILLWATER PROPERTY, CASUALTY AND PUBLIC OFFICIALS INSURANCE IN AN AMOUNT NOT TO EXCEED THOSE LISTED ABOVE.

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

- b. Approve budget amendments reflecting receipt and appropriation of FAA grant funds of \$277,777 to complete the Stillwater Regional Airport master plan update.

Airport Director Paul Priegel reported that on August 3, 2020 Council adopted Resolution No. CC-2020-14 authorizing staff to make application for Federal grant funding to complete a Master Plan Update (MPU) at Stillwater Regional Airport. Council awarded the contract for the MPU to Mead and Hunt on November 2, 2020 for an amount not to exceed \$619,593. Mr. Priegel stated that on June 6, 2021, City of Stillwater accepted year 1 of 2-fiscal year grant for the MPU in the amount of \$277,777. He reported staff recommends approval of a budget amendment reflecting the receipt and appropriation of the grant funds.

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR WEDLAKE TO APPROVE BUDGET AMENDMENTS REFLECTING THE RECEIPT AND APPROPRIATION OF GRANT FUNDS FOR THE MASTER PLAN UPDATE PROJECT AT STILLWATER REGIONAL AIRPORT IN THE AMOUNT OF \$277,777.

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

- c. Approve transfer of lots 7, 8, and 9 in block 5 of Duncan's Addition to the Stillwater Housing Authority and authorize Mayor to sign the transfer documents

Special Projects Director John McClenny reported that in 1975-76, Stillwater Urban Renewal Authority deeded lots 7, 8, and 9 in Block 5, Duncan's Addition near Ramsey and 11th Avenue to the City of Stillwater. The Stillwater Housing Authority began maintenance of the property in 2012 with the understanding that the property belonged to the Housing Authority. Mr. McClenny stated that once the Housing Authority began looking into developing the property for low income housing, it was discovered

that the City of Stillwater still owns the property. Mr. McClenny said staff's recommendation is to transfer the property to the Stillwater Housing Authority.

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR HAWKINS TO APPROVE THE TRANSFER OF LOTS 7, 8 AND 9 IN BLOCK 5 OF DUNCAN'S ADDITION TO THE STILLWATER HOUSING AUTHORITY AND AUTHORIZE THE MAYOR TO SIGN THE TRANSFER DOCUMENTS.

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

- d. Approve bid award for pavement markings to Action Safety Supply in an amount of \$289,970.75, including the add alternate, and authorize expenditures not to exceed \$333,466.36.

Deputy Director of Civil Engineering Bill Millis reported that in FY18 the City began a concentrated effort to improve pavement markings across the community and that effort continues in FY21. Staff has developed plans and specifications for various pavement marking locations throughout the City of Stillwater and put the project out to bid. Mr. Millis stated that one bid was received and that was from Action Safety Supply Co. for \$289,970.75 and this bid is within 10% of the engineer's estimate and below the project budget.

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO AWARD A UNIT PRICE CONTRACT FOR PAVEMENT MARKING IN THE BID AMOUNT OF \$289,970.75, INCLUDING THE ADD ALTERNATE, TO ACTION SAFETY SUPPLY AND AUTHORIZE EXPENDITURES NOT TO EXCEED \$333,466.36, INCLUDING A CONTINGENCY OF 15%.

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

- e. Approve Stillwater Public Library request to apply for an Institute for Museum & Library Services American Rescue Plan Act Grant for up to \$50,000.

Library Director Stacy DeLano reported The Institute for Museum & Library Services (IMLS) is offering American Rescue Plan Act Grants for up to \$50,000. She reported that since the library is not a recipient of a similar NEH grant award, the staff proposes applying for this grant for funds to install radio frequency identification tags to its materials and this grant requires a 1:1 match. Ms. DeLano stated staff recommends to approve the request to apply for the IMLS grant and meet the matching requirement primarily with staff time used to install the tags, supplemented with surplus funds from the FY21 budget.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR WEDLAKE TO APPROVE THE STILLWATER PUBLIC LIBRARY REQUEST TO APPLY FOR THE IMLS AMERICAN RESCUE PLAN ACT GRANT.

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

- f. In accordance with Congressional action, consider adding Juneteenth to the City of Stillwater holiday schedule

City Manager Norman McNickle stated that on June 16, 2021 Congress passed Juneteenth as the 11th nationally recognized Federal holiday. He reported the City currently has nine recognized holidays a year and he is proposing to add Juneteenth as a recognized holiday to the City's calendar.

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR HAWKINS TO ADD JUNETEENTH TO THE CITY'S RECOGNIZED HOLIDAYS DURING THE YEAR.

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

8. RESOLUTIONS

- a. Resolution No. CC-2021-12: A resolution certifying that a public hearing was conducted on April 21, 2021 for the purpose of discussing potential environmental Impacts of the Stillwater Utilities Authority proposed South Sewer Interceptor Replacement Project.

Capital Project Manager David Barth stated that on March 1, 2021, City Council and Stillwater Utilities Authority authorized staff to apply for a loan to fund construction of the South Sewer Interceptor Project. The loan process requires a public hearing for the public to comment on the potential environmental impacts of the project. Mr. Barth reported that staff held the public hearing on April 21, 2021, and no members of the public attended to provide comment on the environmental impacts of the project. The next step in the loan process requires applicant to consider a resolution to adopt the Planning and Environmental Information Document.

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2021-12 AS PRESENTED.

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

9. ORDINANCES

- a. First Reading

Ordinance No. 3474: An ordinance rezoning property addressed as 102 E. Tyler Avenue, from RTM, Two and Multi-Family Residential District, to RSS, Single-Family Residential District.

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR DZIALOWSKI TO ADVANCE ORDINANCE NO. 3474 TO SECOND READING

ROLL CALL VOTE: ZANNOTTI-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:
 - City Manager Norman McNickle stated that following the computer security incident at Stillwater Medical Center, the City of Stillwater IT Department reminded all employees to remain cautious with any suspicious emails. The vast majority of ransomware attacks and security incidents are initiated through emails containing links or attachments that introduce malware into the local network. The City appreciates the IT Department's diligent, around-the-clock work to keep its computer network secure.
- c. Miscellaneous items from the City Council:
 - Councilor Hawkins reported that the City of Stillwater and Our Daily Bread have launched Phase 2 of the COVID-19 utility and rent assistance program. To qualify for assistance, applicants must be residents of Stillwater within the city limits, have suffered economic loss or financial impact due to COVID-19 and be considered low or moderate income based on income limits set by the U.S.

Department of Housing and Urban Development. The application is only open on Sundays and Mondays. Visit OurDailyBreadStillwater.org to apply.

- Councilor Dzialowski stated the City of Stillwater and Mya's Promise would like to invite the public to join us for the grand opening of the PlayAbility Project at Strickland Park this Friday, June, 25. The celebration will begin with a welcome ceremony and ribbon cutting at 11:00 a.m. followed by free family-friendly activities, food and popsicles. Councilor Dzialowski thanked all of the Stillwater residents and community partners who helped make this project happen.
- Councilor Wedlake stated that on Saturday, a ceremony was held honoring Dr. John Gilbreath with a proclamation recognizing June 19, 2021 as Dr. John Gilbreath Day. Dr. Gilbreath was an Army air traffic controller stationed on the island of Tinian where the B-29 Enola Gay departed to drop the atomic bomb that brought an end to World War II. Councilor Wedlake said Saturday was also Dr. Gilbreath's 105th birthday and he thanked Dr. Gilbreath for his sacrifice and service defending the United States of America.
- Vice Mayor Zannotti stated the City would like to express its sincere appreciation for the work and support it has received over the years from Mike Buchert, the director of Long Range Facilities Planning at Oklahoma State University. Mike is retiring June 30th from OSU and will be missed by the university and the City.

- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

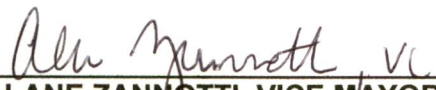
None.

12. ADJOURN

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR DZIALOWSKI TO ADJOURN THE JUNE 21, 2021 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The June 21, 2021 regular meeting of the Stillwater City Council adjourned at 6:15 p.m.



ALANE ZANNOTTI, VICE MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK