

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED NOVEMBER 14, 2024 AT 2:30 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
NOVEMBER 18, 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. Small Business Saturday

Mayor Joyce read the proclamation declaring November 30, 2024 Small Business Saturday in Stillwater. Chamber of Commerce President Alane Zannotti and Visit Stillwater Director Cristy Morrison accepted the proclamation.

4. CONSENT DOCKET

- a. Approve November 4, 2024 regular and executive session meeting minutes
- b. Approve 2025 City Council meeting schedule
- c. Approve a Task Order Agreement with Benham Design, LLC and Task Order 1 for \$267,650; authorize the City Manager to sign the related documents; authorize total expenditures in the amount of \$294,420 from Transportation Sales Tax Fund; and authorize the related budget amendment.
- d. Approve budget amendment to expend funds in the fire fund account to cover the costs associated with the engine replacement for Fire Engine 2 for a total of \$88,000.
- e. Award Bid #45-2024 for vehicle and equipment parts to O'Reilly Automotive Store, Inc., dba O'Reilly Auto Parts, authorize purchase from NAPA Auto Parts statewide contract #SW0307A, authorize expenditures up to \$300,000 and authorize the City Manager to sign all related documents.
- f. Approve the IT server, storage, and software upgrades via Statewide Contract SW1020D for annual lease payments of \$183,950; approve \$49,998 for the annual software subscription; approve budget amendments appropriating funds for lease and subscription payments totaling \$141,973 for the remainder of FY24-25; and authorize the City Manager to sign related lease and subscription agreements.
- g. Approve budget amendments to close the Indoor LED Light Replacement Grant project
- h. Approve budget amendments to unappropriate funds previously appropriated to provide match for FAA ATP grant application.

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR CLARK 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. GENERAL ORDERS

a. Stillwater History Museum Association Update

Stillwater History Museum Director Catarina de Arujo presented an overview of the variety of programs, attendance, number of volunteers and multi-generational teaching that occurred at the Stillwater History Museum over the last quarter.

8. RESOLUTIONS

- a. Resolution No. CC-2024-37: A resolution discontinuing the Parking Permit Program for designated permit parking in the City of Stillwater parking lot located on Lewis Street between 7th Avenue and 8th Avenue known as Parking Lot 701; and providing an effective date

City Attorney Kimberly Carnley reported that this resolution relates to the City owned and operated public parking lot right in front of City Hall located on Lewis Street between 7th & 8th Avenue known as Parking Lot 701. Since 2011, the City has had a parking permit program for 23 spaces in that lot which by agreement allows parking privileges in a designated spot Monday through Friday from 7:30am to 5:30pm. The current program renews on a six-month basis at a rate of \$120 per six months. The rate is well below market value for permitted parking in the area. Ms. Carnley stated that City staff has been reviewing this parking permit program in connection with the long-term parking improvements to the downtown area. Staff is recommending discontinuance of the permit program as in the best interest of the City in order to increase the number of non-restricted parking spaces in the public lot for residents and visitors to the area. Ms. Carnley reported that notices that staff has been reviewing the program and the permits may not be renewed were sent to permit holders during renewal in May 2024 and November 2024. Most recently, the City sent a 5-day courtesy notice to permit holders that this item would be on the November 18, 2024 agenda for City Council consideration and possible action to discontinue the permit program. Ms. Carnley stated that approval of this resolution will discontinue the parking permit program in Lot 701 with an effective date of June 1, 2025, which will allow permit holders an additional six months to plan accordingly.

Ms. Carnley answered Council's questions.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2024-37 AS PRESENTED.

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. 3550: An ordinance amending Chapter 2, Administration, Article V, Officers And Employees, by repealing Section 2-552, Collective Bargaining Unit Agreements in its entirety.

City Attorney Kimberly Carnley reported that this ordinance proposes to repeal Section 2-552 of the City Code in its entirety. This section provides that terms and conditions of any agreement with labor organizations requires City Council approval. She stated that State law governs the process for collective bargaining and by Resolution 2024-1 this City Council has exercised its legislative authority to implement the State law procedures and designate the City Manager as the corporate authority for purposes of collective bargaining which aligns with both the statutory process and the powers vested exclusively with the City Manager through the City Charter. Ms. Carnley stated that she is recommending repeal of this section for two reasons: one, the section is not needed because State law governs the process for negotiations and contracting and two, because repealing the section ensures that avoiding any unintended ambiguity that may arise because of this section.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3550 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. REPORTS FROM OFFICERS & BOARDS

a. Miscellaneous items from the City Attorney:

- i. Request for an executive session pursuant to 25 O.S. § 307 (B)(4) of the Open Meeting Act for the purpose of confidential communications between the City Council and its attorney concerning Claire Hosterman v. City of Stillwater, Oklahoma, et al, United States District Court, Western District, Oklahoma; Case No. CIV-24-976-SLP. It is the opinion of counsel that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.
- ii. Request for an executive session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of Interim City Manager Brady Moore.

b. Miscellaneous items from the City Manager:

- Interim City Manager Brady Moore reminded residents that the Stillwater Municipal Building will be closed on Thursday, November 28, for Thanksgiving Day, and Friday, November 29, to give staff an opportunity for more time with loved ones. The City encourages everyone to plan ahead for any City services that may be needed during the holiday closure. City staff wish Stillwater residents and those in surrounding communities a safe and joyful Thanksgiving filled with family, friends, health and happiness.

c. Miscellaneous items from the City Council:

- Councilor Hardin announced that the City is accepting applications for various committees including the Board of Drainage Appeals, Stillwater Reinvestment Plan Implementation Policy Committee, (also known as the Downtown TIF #3), and the Board of Adjustments. Committees are essential for increased development and infrastructure projects within our community. If anyone would like to get involved in the local government and help make Stillwater even greater, please consider serving on one or more of these committees.

- Councilor Clark announced that the holiday season is upon us, and Downtown Stillwater is ready to welcome families and friends to enjoy a variety of festive activities that highlight the charm and spirit of our community. Beginning November 30, from 5 to 8 p.m., residents and visitors can take a carriage ride through Downtown Stillwater. Pick-up and drop-off will be at Chris Salmon Plaza. On Thursday, December 5, Downtown will host one of our most anticipated holiday traditions:

- ✓ Starting things off with candy at 6:30 p.m.
- ✓ The Parade of Lights begins at 7 p.m.
- ✓ And conclude the evening at Chris Salmon Plaza, with lighting the community holiday tree and skit from Town & Gown Theater.

Another great event is the "Our Holiday Heroes and the Holiday Drone Show" on Saturday, December 14. Grab a cup of hot cocoa and connect with first responders from 6 to 8 p.m. and enjoy the Holiday Drone show at 7:45 p.m.

- Councilor Clark also thanked everyone that helped with the Washington School Clean-up Day on Saturday, November 16.
- Councilor Hawkins announced that the annual Stillwater Community Thanksgiving Dinner will be on Thursday, November 28, at the First United Methodist Church, located at 400 W. 7th Avenue. Enjoy a free, delicious meal served in-person from 11 a.m. to 12:30 p.m. For those unable to join in person, to-go meals will be available beginning at 12:30 p.m. This tradition is a great opportunity to share food, friendship, and community. If you would like to donate or volunteer, visit the Stillwater Community Thanksgiving Dinner Facebook page for more information or call (405) 714-9824.
- Vice Mayor Dzialowski encouraged residents to celebrate the holidays in Stillwater by shopping, dining, and staying local. From November 23, through January 5, every \$50 spent earns one entry into the 2024 Fly Home for the Holidays giveaway. Any entries can win gift cards for American Airlines and travel through Stillwater Regional Airport (SWO). Five lucky winners will be randomly selected on January 15, 2025, with confirmation on January 21, 2025.
- Mayor Joyce stated that the holiday season means more packaging, wrapping paper, and other items for trash and recycling than any other time of year. During the weeks of Thanksgiving and Christmas, trash, recycling, and yard waste collection will be delayed by one day. Let's do our part to recycle properly. Resident's efforts make a big difference, and City staff truly appreciates the support of the waste management customers. Please also note that the Convenience Collection Center will be closed on City-observed holidays.
- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

None.

12. EXECUTIVE SESSION

- a. Confidential communications between City Council and its attorney concerning Claire Hosterman v. City of Stillwater, Oklahoma, et al, United States District Court, Western District, Oklahoma; Case No. CIV-24-976-SLP.
- b. Confidential communications for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of Interim City Manager Brady Moore.

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR CLARK TO RECESS THE STILLWATER CITY COUNCIL MEETING AT 5:50 P.M.

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

Stillwater City Council meeting recessed at 5:50 p.m. to convene the Stillwater Utilities Authority meeting.

Stillwater City Council reconvened at 5:52 p.m.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ENTER INTO EXECUTIVE SESSION AT 5:52 P.M.

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

13. RETURN FROM EXECUTIVE SESSION

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO RECONVENE THE REGULAR STILLWATER CITY COUNCIL MEETING AT 8:17 P.M.

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

- a. Possible action concerning Claire Hosterman v. City of Stillwater, Oklahoma, et al, United States District Court, Western District, Oklahoma; Case No. CIV-24-976-SLP.

No action was taken on this item.

- b. Possible action regarding the employment, appointment, promotion, demotion, disciplining or resignation of Interim City Manager Brady Moore.

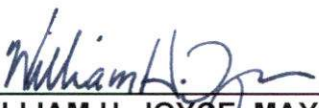
No action was taken on this item.

14. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADJOURN THE NOVEMBER 18, 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 November 18, 2024 regular meeting of the Stillwater City Council adjourned at 8:17 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK