

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED APRIL 26, 2023 AT 3:30 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MAY 1, 2023**

**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 Pledge of Allegiance was led by Coach Luke Thompson's 8 and under Stillwater Area Sports Association coach pitch team. Mayor Joyce introduced each team member by name. Coach Thompson said the team performed community service by picking up trash.

3. PROCLAMATIONS & PRESENTATIONS

- a. May 2023 Mental Health Awareness Month

Mayor Joyce read the proclamation declaring May 2023 as Mental Health Awareness Month in Stillwater. Katie Lenart accepted the proclamation and stated that Stillwater is the second city in Oklahoma to declare May as Mental Health Awareness Month.

4. CONSENT DOCKET

- a. Approval of April 17, 2023 regular meeting minutes and April 17, 2023 executive session minutes
- b. Authorize application for the 2022 Emergency Solutions Grant on behalf of the Mission of Hope and authorize Mayor to sign grant documents
- c. Authorize application for the 2022 Emergency Solutions Grant on behalf of Payne County Youth Services and authorize Mayor to sign grant documents
- d. Approve budget amendments reflecting revenue projection to include ad valorem tax repayment of 2022 General Revenue bonds and appropriation of repayment in an amount of \$412,200
- e. Award the annual mowing bid for FY24 to BrightView Landscape Services, Inc. in the amount of \$137,243.52
- f. Approve setting a date of June 5, 2023 for the public hearing to close approximately 300 square feet of water easement located along the west property line of 119 East Tyler Avenue
- g. Accept Frye Farms Phase 1 public improvements
- h. Approve Final Plat for Bourbon Street Square, LLC
- i. Approve rejection of bid #33-2023 received for janitorial services for 16 City owned facilities

Mayor Joyce removed item e. from the consent docket.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO APPROVE THE CONSENT DOCKET MINUS ITEM E.

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

Mike Buxton, 5203 N. Washington, owner of Stillwater Turf Services, expressed his concerns about awarding the city wide mowing bid to an out of town vendor. He stated this would take away jobs from the local economy.

6. ITEMS REMOVED FROM CONSENT DOCKET

- e. Award the annual mowing bid for FY24 to BrightView Landscape Services, Inc. in the amount of \$137,243.52

MOTION BY MAYOR JOYCE, SECOND BY VICE MAYOR DZIALOWSKI TO ACCEPT STAFF'S RECOMMENDATION AND APPROVE ITEM E. FROM THE CONSENT DOCKET.

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

7. PUBLIC HEARINGS

- a. 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 secondary structure located at 601 West 10th Avenue, Stillwater, Oklahoma (the secondary structure is also identified as located at 1012 South Knoblock, Stillwater, Oklahoma) is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E) on May 1, 2023, at 5:30 P.M., in the City Council Hearing Room, 723 South Lewis Street, Stillwater, Oklahoma. At said date and time, the City Council shall make a determination as to whether said secondary 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, reported that there has been significant progress made on this property so she recommended tabling this item until the June 5, 2023 Council meeting. This would allow the property owner another 30 days to continue to make improvements on the property.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO TABLE THIS PUBLIC HEARING UNTIL THE JUNE 5, 2023 CITY COUNCIL MEETING.

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

- 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 915 South McDonald Street, Stillwater, Oklahoma, is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E) on May 1, 2023, at 5:30 P.M., in the City Council Hearing Room, 723 South Lewis Street, Stillwater, Oklahoma. At said date and time, 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 staff's recommendation is to conduct the public hearing and adopt the resolution. The property owners are aware they have 90 days after the resolution is adopted to make improvements on the property.

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

No action was taken on this item.

8. GENERAL ORDERS

a. Update on timeline for new City of Stillwater webpage

Director of Information Technology Brad Stewart reviewed the timeline for the new City of Stillwater webpage, presented some of the features of the new webpage and answered Council's questions.

Mr. Stewart thanked Billy Fultz, Gene Comer and other City staff for all their time and dedication in developing the new webpage. He reported that staff is looking at launching the new webpage in July.

Director of Communications Dawn Jones introduced Website Content Manager Billy Fultz.

b. Consider forming a sub-committee to work with SGR to select finalists for the city manager search

City Attorney Kimberly Carnley reported that the City retained an executive recruitment firm, SGR, to assist with the city manager search. The job posting has closed and the City is ready to move forward with this process, so she asked Council to appoint a sub-committee to work with SGR to select finalists for the city manager position.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO APPOINT THE MAYOR, VICE MAYOR, CITY ATTORNEY AND HR DIRECTOR TO THE SUB-COMMITTEE TO REVIEW THE CITY MANAGER APPLICANTS.

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

Human Resources Director Christy Driskel reviewed the process and timeline for reviewing the city manager application finalists.

9. RESOLUTIONS

a. Resolution No. CC-2023-13: A resolution of the Stillwater City Council adopting an operating budget for the Fiscal Year 2023-24.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2023-13 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-2023-7: A resolution of the Stillwater City Council declaring the secondary structure located at 601 West 10th Avenue, Stillwater, Oklahoma (the secondary structure also identified as located at 1012 South Knoblock, 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

This resolution was tabled until the June 5, 2023 City Council meeting.

- c. Resolution No. CC-2023-14: A resolution of the Stillwater City Council declaring the 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 VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2023-14 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-2023-15: A resolution notifying the public of the compiling and publishing of the Code Supplement No. 9 to the code of the City Of Stillwater, Oklahoma

City Attorney Kimberly Carnley reported that this is a routine matter because state law requires that cities keep their codes up to date. She explained the process of updating codes online and updating code books in the city offices.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2023-15 AS PRESENTED.

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

10. APPOINTMENTS

- a. Board of Adjustment

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR HARDIN TO REAPPOINT JIM RICE AND APPOINT JOHN HOUCK TO THE BOARD OF ADJUSTMENT.

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

11. 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 the City of Stillwater is hiring. Full and part time positions are available in a variety of areas including: Police, Waste Management, Stillwater Regional Airport, Water Utilities, Public Works and more. There is a text service to be notified about openings in the Fire and Police departments. To receive these notifications, text the word "Police" or "Fire" to: (405) 742-8281. To see a full list of employment opportunities with the City of Stillwater, go online to: Stillwater.org/employment.
 - City Manager Norman McNickle reported that more than 60 people turned out Saturday morning for a clean-up day at Stillwater's historic Booker T. Washington School. People from across the community worked together and it was difficult, dirty work filling three large roll-off containers and making a huge

improvement in the historic building. It took a team effort, with multiple City departments and staff providing equipment or assistance and with everyone getting their hands dirty during the clean-up. This would not have been possible without community members who were willing to roll up their sleeves. We are grateful to everyone who offered their labor and donated items. It was a great day for our community and for Washington School. More work remains to be done and we will schedule a follow-up work day soon to get the original structure completely cleared out.

c. Miscellaneous items from the City Council:

- Councilor Hardin announced that the Stillwater Public Library and Early Childhood Coalition are hosting a new series called "Playdate" at the library beginning May 13, from 10 a.m. to 12 p.m. The events will be on the second Saturday of each month through July. The series encourages children to engage with other kids while playing with toys, puzzles and books while the adults engage in casual conversations about parenting, child development and more. These in-person, free events are drop-in and open to all families. The library is located at 1107 S. Duck. For more information, go to: Stillwater.org/library.
 - Councilor Clark reminded residents that if they have had difficulty making utility or rent payments as a result of Covid-19, the City of Stillwater may be able to help. For more information, go online to: Stillwater.org/covidhelp or call (405) 742-8220.
 - Councilor Clark stated he would be out of town on May 15 for City Manager McNickle's retirement reception so he would like to take time now to thank Norman for all his years of service and dedication to the community.
 - Councilor Hawkins announced that on Monday, May 15, there will be celebration events for City Manager Norman McNickle to honor his more than 46 years of dedicated service to our community. There will be a Ceremonial Police Walkout beginning at 8:30 a.m. in front of the Police Dept and will be live on the Police Dept. Facebook page. Then there will be a Come-and-Go Reception from 3:30 to 5:30 p.m. in the lobby of the Stillwater Police Dept. We are incredibly grateful for his servant's heart and broad shoulders. Norman is leaving with us a legacy of health and safety initiatives, economic growth and stability efforts for overall quality of life that we benefit from today and will continue to appreciate well into the future.
 - Vice Mayor Dzialowski reminded residents that tickets for the Community Center's "Daddy Daughter Prom" are available online for purchase at Stillwater.org/dancingwithdaddy. There are multiple dates and times for this event. Friday, May 5, 7 to 8:30 p.m. and Saturday, May 6, 5 to 6:30 p.m. and 7 to 8:30 p.m. The prom will be at the Stillwater Community Center located at 315 W. 8th Avenue. If you have questions or need additional information, call (405) 533-8433.
 - Mayor Joyce announced that the Convenience Collection Center is hosting the OSU Student Move-Out Special from May 1 to 15. Students can drop-off bulk items such as furniture, mattresses, appliances (without Freon) and other items they want to discard, including electronics. The center is located at 807 S. Perkins Rd. This is a free event and students must present a valid OSU ID when dropping off the items.
 - Mayor Joyce announced the unveiling of the art mural at Chris Salmon Plaza in honor and memory of Stillwater's first woman mayor Christine Salmon. The mural was done by OSU artist Carlee Roddy.
- i. Discussion about scheduling items for future meetings.

12. QUESTIONS & INQUIRIES

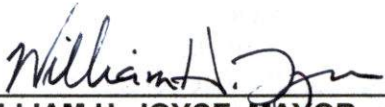
None.

13. ADJOURN

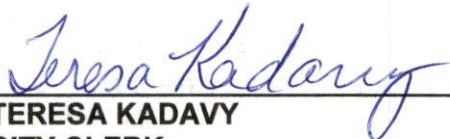
MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE MAY 1, 2023 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The May 1, 2023 regular meeting of the Stillwater City Council adjourned at 6:19 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK