

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED MARCH 3, 2021 AT 3:05 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
SPECIAL MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MARCH 8, 2021**

**PRESENT: MAYOR WILLIAM H. JOYCE, VICE MAYOR PAT DARLINGTON
COUNCILORS ALANE ZANNOTTI AND AMY DZIALOWSKI
ABSENT: COUNCILOR JOHN WEDLAKE**

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. Recognition of Elizabeth Weaver by Representative Trish Ranson and Mayor Will Joyce

Representative Trish Ranson was unable to attend; however, Stillwater Medical Center Foundation Vice President of Community Engagement Scott Petty and other Stillwater Medical Center staff presented Elizabeth Weaver with a large thank you card signed by the SMC staff thanking her for her generous donation of snacks and Christmas ornaments for the staff at SMC during the holidays in honor of their heroic efforts during this pandemic. Mayor Joyce read a proclamation declaring March 8, 2021 Elizabeth Weaver Appreciation Day.

4. CONSENT DOCKET

- a. Approval of special meeting minutes of March 1, 2021
b. Authorize processing of request to OK Department of Transportation /FHWA for reimbursement of funds for rebuild of 26th Avenue bridge
c. Approve budget amendment reflecting grant funds received by Stillwater Public Library:
- \$500 from OK Department of Library Health Literacy
 - \$500 from Developmental Disabilities Council for assistive technology

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

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR 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. City projects quarterly reports Part II

Water Utilities Engineering Director Bill Millis gave a quarterly update on the following water and wastewater projects:

Recently Completed:

- Hunter's Ridge water line
- 32nd Avenue booster pump station and water line

Under Construction:

- North Perkins water line relocation
- 4th and Hester water and sewer
- Waste Water Treatment Plant digester
- Water Treatment Plant generator

In Design:

- Elm Avenue water line improvements
- Airport Industrial Access Road water line relocation
- Water Treatment Plant residuals

No action was taken on this item.

b. Approve the following budget amendments:

- Reduce payroll expenditure appropriation by \$770,780 due to FY21 vacancies.
- Reduce licenses and fees expenditure appropriation by \$300,000 to return partial year of the potential American Airlines minimum revenue guarantee.
- Reduce contingency expenditure appropriations by \$257,750 to leave \$250,000 in the fund for estimated need through the remainder of FY21.
- Reduce the transfer-in from the SUA Operating fund by \$1,328,530 for reduced expenditure appropriations in the General Fund from the items listed above.
- Increase the transfer-out to the Tax Increment Financing District #1 Fund by \$38,005 for increased expenditures to accommodate the sales tax rebate due to the developer under the Sales Tax Apportionment Revenue Note.

Holiday Shops Fund

- Increase revenue projections by \$327 for a partial refund of liability insurance for Merry Main Street.
- Reduce special events, software maintenance, and equipment rental expenditure appropriations by a total of \$29,903, budgeted for Merry Main Street, which did not take place in FY21.

Finance Director Christy Cluck reported staff continually monitors revenues and expenditures and their relationship to the budget. Ms. Cluck stated in staff's analysis of the FY21 revenues and expenditures, several amendments have been identified. Passage of the budget amendments listed above will aid in the preparation and presentation of a balanced FY22 budget.

MOTION BY VICE CHAIR DARLINGTON, SECOND BY COUNCILOR DZIALOWSKI TO APPROVE BUDGET AMENDMENTS AS DETAILED IN THE FINANCIAL IMPACT/FUNDING SOURCE SECTION OF THIS REPORT.

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

c. Approve bid award for turf safety surface for Strickland Park playground

Special Projects Director John McClenny stated staff solicited bids for Synthetic Turf Safety Surface System to be installed as part of Phase 2 at Strickland Park playground. He reported four bids were received and that staff recommends awarding the bid to Thrive Landscape and Irrigation as best bid meeting specifications at a bid price of \$42,973.88. Staff recommends Thrive Landscape's bid as best for the following reasons:

- face weight of material is heavier than low bid;
- foam safety material is thicker than low bid;
- secondary backing of material is heavier than low bid;
- safety surface from Thrive Landscape is the same material that was installed in Phase 1 at Strickland Park, which will provide uniformity;
- Thrive Landscape is a local company and the difference between the low bid and Thrive Landscape is \$3,223.88.

Councilor Dzialowski reminded citizens that the park is closed during Phase II construction.

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY VICE MAYOR DARLINGTON TO AWARD THE BID TO THRIVE LANDSCAPE AND IRRIGATION IN THE AMOUNT OF \$42,973.88.

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

d. Approve budget amendments reflecting a \$200,000 EMedia grant from the Oklahoma Department of Libraries to purchase downloadable content for the Oklahoma Virtual Library

Library Director Stacy DeLano reported the Stillwater Public Library received a \$200,000 grant from the Oklahoma Department of Libraries funded by the Institute for Museum and Library Services. She stated these funds will be used to purchase downloadable content for the Oklahoma Virtual Library, the eBook consortium for small and mid-sized Oklahoma libraries and that no matching funds are required.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO APPROVE BUDGET AMENDMENTS REFLECTING THE \$200,000 EMEDIA GRANT FROM THE OKLAHOMA DEPARTMENT OF LIBRARIES.

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

8. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Norman McNickle reported that Stillwater's Water 2040 project was recently nominated for the ELGL Knope award and has made it to the next round of competition. He thanked everyone who voted and congratulated all the Water Utilities staff on their nomination.
- c. Miscellaneous items from the City Council:
 - Vice Mayor Darlington announced the City's Household Hazardous Waste event is coming up and that citizens can stop by the Convenience Collection Center at 807 S. Perkins Road on Saturday, April 24 between 8:00 a.m. and 1:00 p.m. to

drop off household hazardous items. For more information, go to Stillwater.org/news or visit the City of Stillwater's Facebook page.

- Councilor Zannotti reported the Stillwater City Council runoff election for Seat 4 is April 6. She stated the deadline to register to vote for this election is Friday, March 12 and requests for absentee ballots will need to be made by March 30. More election information can be found at the Payne County Election Board.
- Councilor Dzialowski stated there are several boards and committees that have vacancies for citizens who are looking for ways to get more involved in City government. To learn more and complete the online application, go to Stillwater.org/citizenboards.
- Mayor Joyce reported the Stillwater Police Department has recently been made aware of several door-to-door and telemarketing scams that have been taking place in our community. If citizens are unsure about a service or a phone solicitation, contact the police department for assistance. Mayor Joyce stated the City of Stillwater Environmental programs and Stormwater division will be holding the Annual Trash-Off event on Saturday, April 10 from 9:00 a.m. to 12:00 p.m. Volunteers should RSVP with the number in their party by April 7. Individuals are welcome to participate as well. For more information, go to Stillwater.org/news or visit the City of Stillwater's Facebook page. Mayor Joyce reported Phase 3 of Covid-19 vaccinations will start tomorrow and that means vaccines will be available to most everyone.
- i. Discussion about scheduling items for future meetings.

9. QUESTIONS & INQUIRIES

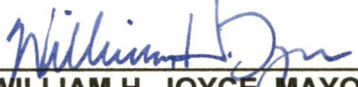
None.

10. ADJOURN

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR DZIALOWSKI TO ADJOURN THE MARCH 8, 2021 SPECIAL MEETING OF THE STILLWATER CITY COUNCIL.

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

The March 8, 2021 special meeting of the Stillwater City Council adjourned at 6:13 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK