

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED FEBRUARY 16, 2021 AT 2:45 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
SPECIAL MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
FEBRUARY 22, 2021**

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

- a. Approve February 1, 2021 special meeting and executive session minutes

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO APPROVE THE CONSENT DOCKET AS PRESENTED.

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

4. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

Javen Moore, 1819 N. Range Road, spoke on water issues as they pertain to development in the Range Road area where he and his wife plan to build a wedding venue.

5. ITEMS REMOVED FROM CONSENT DOCKET

None.

6. GENERAL ORDERS

- a. City projects quarterly update

Director of City Engineering Monty Karns gave an update and answered Council's questions on the following active Transportation projects during October, November and December, 2020.

- FY18 Pavement Management
- FY19 Pavement Management
- FY20 Pavement Management
- North Perkins Road Widening

- Husband Street Bridge 3rd Avenue Bridge

Airport Director Paul Priegel gave an update and answered Council's questions on the following active Airport projects during October, November and December, 2020.

- Fuel Farm Upgrade
- Airport Apron Reconstruction

No action was taken on this item.

b. Our Daily Bread summary of COVID assistance program

Chief Civic Innovation Officer Becky Taylor reported that due to Covid-19 a large number of residents have sustained unprecedented financial hardship causing them to be in need of immediate assistance. Resolution No. 2020-27 was approved to authorize the creation of the Stillwater Resident COVID Impact Assistance Program utilizing \$150,000 of the CARES Act grant reimbursement funds received. Ms. Taylor gave an overview of the application and award process and stated that \$150,000 was awarded by January 15, 2021. Ms. Taylor thanked Our Daily Bread for administering the program.

c. Approve budget amendment reflecting planned expenditures and donation revenue for construction of Phase II of the Strickland Park playground project

Special Projects Director John McClenny reported construction on Strickland Park playground will occur this spring. Donated funds from SMAC grant, Rotary Club, Stillwater Community Foundation and the State Farm community grant to Mya's Promise will cover the majority of the expenses for the project. \$135,000 in donated funds are on deposit with Mya's Promise. Mr. McClenny stated funds expended by the City for the project will be reimbursed by Mya's Promise as the project progresses. He stated weather cooperating, the planned completion date is June 1, 2021.

Councilor Dzialowski thanked City staff and everyone involved in making this project a reality.

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR ZANNOTTI TO APPROVE THE BUDGET AMENDMENT REFLECTING PLANNED EXPENDITURES AND DONATION REVENUE FOR CONSTRUCTION OF PHASE II OF THE STRICKLAND PARK PLAYGROUND PROJECT.

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

d. Strategic plan update

Chief Civic Innovation Officer Becky Taylor and Chief Performance Innovation Officer Brady Moore presented the updated Strategic Plan for the City of Stillwater. After many conversations with city staff, updates to the mission, vision, priorities, objectives and strategies were made. Ms. Taylor gave an overview of the strategies and objectives in the Strategic Plan and Mr. Moore gave an overview of the Key Performance Indicators in the Strategic Plan. The Strategic Plan will be updated based on discussion and brought back to the Council for an action on May 17, 2021.

No action was taken on this item.

e. Update on review of Design & Construction Standards

Director of City Engineering Monty Karns and Roger Gose, Gose and Associates, gave an overview of the revision of design and construction standards that have been discussed by members of city staff,

development representatives and outside engineering representatives. The committee is seeking guidance from the City Council on the following items:

- Proposal for the City to provide fire hydrants and developer reimburse the City.
- Allow contractors to make water service connections.
- Require a deposit at the time of application for water meters over 1-inch, bill final costs based on the then current rate schedule, and require payment before issuing Certificate of Occupancy.
- Allow exceptions to the current City standards requiring a minimum operating pressure of 40 psi in the water distribution systems at all times under all conditions except fire flows and flushing operations.
- Regarding water & waste water computer modeling, the request is for City Engineering to maintain the models and determine impacts to the systems of proposed developments and mitigation of adverse impacts. The developer would reimburse the City for the cost of doing the analysis.
- With the exception of expanded rural development, a suggestion has been made that the City require approved water distribution plans, which will support fire flow if the system was improved to provide the necessary flow.

Discussion was held on the above items with staff documenting Council's questions and concerns.

No action was taken on this item.

- f. Authorize Stillwater Regional Airport staff to submit the Federal Aviation Administration Application for Federal Assistance for airport operation expenses and authorize the Mayor to sign all required documents

Airport Director Paul Priegel reported that the Airport Coronavirus Response and Relief Appropriations Act provides approximately \$2 billion to support U.S. airports experiencing severe economic disruption caused by COVID-19. As a result, the Department of Transportation, through the Federal Aviation Administration, has developed a plan of distribution to airports across the nation. Mr. Priegel stated that on February 12, 2021, it was announced that Stillwater Regional Airport will receive \$1,016,429 as its share of this relief funding. The grant is designed to be used for airport operation expenses and the funds are available to be expended over a period of four years. Mr. Priegel stated staff is asking for approval to submit the grant application for federal assistance.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR WEDLAKE TO AUTHORIZE AIRPORT STAFF TO SUBMIT THE APPLICATION FOR FEDERAL ASSISTANCE AND AUTHORIZE THE MAYOR TO SIGN ALL REQUIRED DOCUMENTS.

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

- g. Approve the following budget amendments to return the remaining balances to the fund balance of their respective funds:

General Fund

- Reduce expenditure appropriation by \$480

City Capital Fund

- Reduce expenditure appropriation by \$79,686

CDBG Grants Fund

- Reduce revenue appropriation by \$1,216
- Reduce expenditure appropriation by \$2,345

Transportation Fund

- Reduce expenditure appropriation by \$76,102

Water Capital Fund

- Reduce expenditure appropriation by \$888

Waste Management Fund

- Reduce expenditure appropriations by \$1,185

Finance Director Christy Cluck stated that the City's Capital Improvement Plan Policy, effective October 1, 2020, defines the tracking and reporting standards for capital projects. Upon final payment of all project expenditures, a capital project can formally be closed. She reported any remaining funds are returned to the fund balance of the original funding source though a budget amendment approved by the City Council or SUA Trustees. Ms. Cluck reported the projects listed above have been identified as complete and staff is asking for approval of budget amendments as detailed in the Financial Impact/Funding Source section of this report.

MOTION BY COUNCILOR WEDLAKE, SECOND BY VICE MAYOR DARLINGTON 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, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

7. RESOLUTIONS

- a. Resolution No. CC-2021-5: A resolution declaring the public necessity for acquiring ownership to real property, permanent right of way and/or permanent and temporary easements on certain tract(s) of land hereinafter described for the purpose of replacing the Third Avenue bridge over East Boomer Creek in the City Of Stillwater.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2021-5 AS PRESENTED.

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

8. ORDINANCES

- a. First Reading

Ordinance No. 3472: An Ordinance amending the Stillwater City Code by amending Chapter 14, Civil Emergencies, Article I, In General, to amend Section 14-1, Findings of Fact, and Section 14-7, Sunset; and Declaring an Emergency

MOTION BY COUNCILOR WEDLAKE, SECOND BY VICE MAYOR DARLINGTON TO ADVANCE ORDINANCE NO. 3472 TO SECOND READING.

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

- b. Second Reading

Ordinance No. 3471: An Ordinance of the City of Stillwater, Oklahoma, Terminating the Defined Benefit Pension System known as The Employee Retirement System Defined Benefit Plan for Retirees Only of Stillwater, Oklahoma, adopted by Ordinance 2211 on October 20, 1985, as amended; Directing Distribution of Excess Assets; Providing for Severability and Repealer; and Declaring an Emergency.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO ADOPT ORDINANCE NO. 3471 AS PRESENTED.

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

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR WEDLAKE DECLARING ORDINANCE NO. 3471 AN EMERGENCY.

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

9. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Norman McNickle thanked city staff and praised them for their hard work and dedication during the miserable working conditions for long hours the past few weeks. He said all departments helped each other and were innovative and adaptive with no interruption to service.
- c. Miscellaneous items from the City Council:
 - Mayor Joyce also thanked the city employees for their great work and dedication during the winter storm.
- i. Discussion about scheduling items for future meetings.

10. QUESTIONS & INQUIRIES

None.

11. APPOINTMENTS

- a. Board of Adjustment
- b. Planning Commission

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR WEKLAKE TO APPOINT TIM HARDIN TO THE BOARD OF ADJUSTMENT AND PRESTON BOBO TO THE PLANNING COMMISSION.

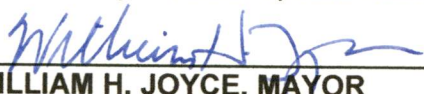
ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

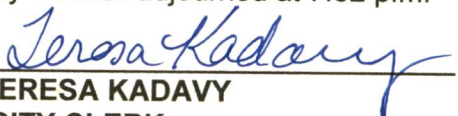
12. ADJOURN

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY VICE MAYOR DARLINGTON TO ADJOURN THE FEBRUARY 22, 2021 SPECIAL MEETING OF THE STILLWATER CITY COUNCIL.

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

The February 22, 2021 special meeting of the Stillwater City Council adjourned at 7:52 p.m.


WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL


TERESA KADAVY
CITY CLERK