IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AMENDED AGENDA WAS POSTED JANUARY 22, 2021 AT 8:40 A.M. AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER CITY COUNCIL
SPECIAL MEETING
STILLWATER COMMUNITY CENTER
WINFREY HOUSTON THEATRE
315 W. 8TH AVENUE
STILLWATER, OK 74074
JANUARY 25, 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 Memorandum of Understanding between City of Stillwater Police Department and Noble County Sheriff's Office

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

There were no requests to speak on agenda items not scheduled for public hearing.

5. ITEMS REMOVED FROM CONSENT DOCKET

None.

6. PUBLIC HEARINGS

a. Receive public comment regarding a request for a Map Amendment to rezone property addressed as 908 E 12th Avenue from RSS, Small Lot Single Family Residential District, to RMU, Multi-Family Residential Urban District

This item was withdrawn from the agenda at the request of the applicant.

b. Receive public comment regarding revisions to City of Stillwater Flood Hazard Regulations, 23-374(a)(4), 23-374(b)(1), and 23-374(b)(4)

Stormwater Program Manager & Floodplain Administrator Zack Henson reported that as a participating community in the Community Ratings System (CRS), City of Stillwater residents received a discount on flood insurance policy premiums for the City implementing floodplain development standards that exceed the requirements of the National Flood Insurance Program (NEIP). The CRS program is revised on a regular basis with updated prerequisites that participating communities must meet in order to maintain or improve their CRS standing. Mr. Henson stated the City of Stillwater was recently notifited that an ordinance revision was needed to include specific freeboard language to meet the requirements of a Class 8 community. Sections 23-374(a)(4), 23-374(b)(1), and 23-374(b)(4) of the Flood Hazard Regulations Code must be revised to include language that requires that all electrical, HVAC, plumbing and other service facilities be installed a minimum of 12 inches above the flood elevation.

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

Planning Commission approved this item 3-0.

Mayor Joyce moved ahead on the agenda to item 8 a. Ordinance No. 3470.

Ordinance No. 3470: An Ordinance amending the Stillwater City Code by amending Chapter 23, Land Development Code, Article XVIII, Flood Hazard Regulations, to amend Section 23-374, Provisions for Flood Hazard Reduction

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR WEDLAKE TO ADVANCE ORDINANCE NO. 3470 TO SECOND READING.

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

7. GENERAL ORDERS

a. Approve budget amendments recommended in the 2nd quarter financial report:

General Fund

- $470,000 to decrease fine revenues in the Police Department by $445,000 and in the Library by $25,000 with a reduction to the designated contingency expenditure budget in the same amount for a net zero effect on the budget.
- $100 to close the West 6th Avenue sign project and return this amount to fund balance.

Tourism and Convention

- $300,000 to decrease the lodging tax revenue.
- $157 to close the West 6th Avenue sign project and return this amount to fund balance.

Finance Director Christy Cluck gave a brief overview of the quarterly financial report for the second quarter of fiscal year 2020-2021 and answered council's questions.

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

b. Accept grant from the Oklahoma Arts Council to Stillwater Community Center and approve budget amendment reflecting the $15,000 grant revenue

Community Resources Manager Barbara Bliss reported the Oklahoma Arts Council received $3 million of CARES Act funding and made funds available to Oklahoma agencies who serve diverse populations with art based missions that enhance the quality of life. She stated the Stillwater Community Center applied for this grant and was awarded $15,000. These funds will be used to replace lost revenue from live theater, special events, and musical acts that were canceled due to COVID-19. Ms. Bliss stated staff is requesting approval of a budget amendment reflecting the grant revenue of $15,000.

MOTION BY COUNCILOR ZANNOTTI, SECOND BY VICE MAYOR DARLINGTON TO ACCEPT THE GRANT FROM THE OKLAHOMA ARTS COUNCIL AND APPROVE A BUDGET AMENDMENT REFLECTING THE $15,000 GRANT REVENUE.

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

c. Review of Commercial Projects July 2019 – December 2020

Assistant City Manager Paula Dennison presented an overview of the commercial projects taking place across the entire community of Stillwater from July 2019 to December 2020. The categories for these commercial projects include dining, retail, housing and miscellaneous areas. Ms. Dennison stated she thought the number of projects in process was a positive thing especially with the COVID-19 pandemic.

8. ORDINANCES

a. First Reading

Ordinance No. 3470: An ordinance amending the Stillwater City Code by amending Chapter 23, Land Development Code, Article XVIII, Flood Hazard Regulations, to amend Section 23-374, Provisions for Flood Hazard Reduction

ACTION ON THIS ORDINANCE WAS TAKEN UNDER ITEM 6 b. ON THE AGENDA.

b. Second Reading

Ordinance No. 3468: An ordinance closing a portion of a Utility Easement on property addressed as 5020 North Washington Street

MOTION BY COUNCILOR ZANNOTTI, SECOND BY COUNCILOR WEDLAKE TO ADOPT ORDINANCE NO. 3468 AS PRESENTED.

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

Ordinance No. 3469: An ordinance amending the Stillwater City Code by amending Chapter 29, Motor Vehicles and Traffic, Article IV, Stopping, Standing or Parking, Division 2, Improper Parking, to amend Section 29-136, Prohibited in Certain Places, and Section 29-138, Parking More Than 24 Hours Prohibited on City Parking Lots

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR DZIALOWSKI TO ADOPT ORDINANCE NO. 3469 AS PRESENTED.

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:
   I. Request for Executive Session pursuant to 25 O.S. Section §307 (B)(1) of the Oklahoma Open Meeting Act for the purpose of confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Manager Norman McNickle, City Attorney John Dorman, and Municipal Judge Tanya Raun.

b. Miscellaneous items from the City Manager:
   - City Manager Norman McNickle introduced the new Fire Chief Terry Essary. Mr. McNickle stated Mr. Essary has been with the Fire Department since 1997 and has tremendous experience and extensive leadership skills. His new position as Fire Chief will start January 28, 2021.

c. Miscellaneous items from the City Council:
   - Vice Mayor Darlington reported seven people have filed to run for City Council Seat 4. She stated there will be a forum with the candidates hosted by the Chamber of Commerce on Saturday, January 29th at 8:00 a.m. on the Chamber's Facebook page. Vice Mayor reminded citizens the election is February 9, 2021 so please get out and vote.
   - Councilor Zannotti reported that the Oklahoma State Department of Health has an online portal for citizens to sign up for the COVID-19 vaccination. If anyone needs help getting an appointment scheduled contact the Stillwater Public Library for assistance.
   - Councilor Wedlake reminded citizens with the start of a new year it's time to consider signing up for a rural fire service contract. For Stillwater residents that live outside the city limits, they can sign a contract for $100 that emergency service fees will not exceed $2,000.
   - Councilor Dzialowski stated that the City now has rain barrels for sale. She stated these barrels capture rain from your roof then the water can be used to water your plants. Information on how to order barrels can be found at Stillwater.org/news.

   i. Discussion about scheduling items for future meetings.

10. QUESTIONS & INQUIRIES

None.

Stillwater City Council meeting recessed at 6:07 p.m. to convene Stillwater Utilities Authority meeting.

Stillwater City Council reconvened at 6:11 p.m.

11. EXECUTIVE SESSION

a. Confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Manager Norman McNickle.
b. Confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Attorney John Doman.
c. Confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of Municipal Judge Tanya Raun.

Mayor Joyce requested Item b. be moved to February 1, 2021 agenda.

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCIL DZIALOWSKI TO ENTER INTO EXECUTIVE SESSION AT 6:11 P.M.

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

12. RETURN FROM EXECUTIVE SESSION

a. Possible action regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Manager Norman McNickle.
b. Possible action regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Attorney John Doman.
c. Possible action regarding the employment, appointment, promotion, demotion, disciplining or resignation of Municipal Judge Tanya Raun.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO RECONVENE THE SPECIAL MEETING OF THE STILLWATER CITY COUNCIL AT 8:10 P.M.

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

13. ADJOURN

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR WEDLAKE TO ADJOURN THE JANUARY 25, 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 January 25, 2021 special meeting of the Stillwater City Council adjourned at 8:11 p.m.

WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL

TERESA KADAVY
CITY CLERK