

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED JANUARY 4, 2023 AT 2:15 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JANUARY 9, 2023**

**PRESENT: MAYOR WILLIAM H. JOYCE, VICE MAYOR ALANE ZANNOTTI,
COUNCILORS AMY DZIALOWSKI, CHRISTIE HAWKINS AND KEVIN CLARK**
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 regular meeting minutes of December 19, 2022
- b. Accept temporary construction easement located at 114 E. Randolph Court required for the Redbud Sewer Project and authorize the Mayor to execute the easement documents
- c. Approve budget amendments reflecting receipt and appropriation of \$24,000 in a federal grant from the Oklahoma Department of Libraries to Stillwater Public Library and approve sole source purchase of downloadable material from Overdrive for the OK Virtual Libraries Consortium
- d. Approve budget amendments reflecting receipt and appropriation of \$50,000 in a federal grant from the Oklahoma Department of Libraries to Stillwater Public Library and approve sole source purchase of downloadable material from Overdrive for the OK Virtual Libraries Consortium
- e. Approve budget amendments reflecting receipt and appropriation of \$3,560.60 in donations to the Stillwater Public Library
- f. Approve budget amendments reflecting receipt and appropriation of \$8312.50 in grant funds to Stillwater Public Library from the Oklahoma Department of Libraries and Oklahoma Department of Commerce
- g. Approve the Annual Comprehensive Financial Report, Single Audit Report and Passenger Facility Charge Program Audit Report for fiscal year ended June 30, 2022
- h. Approve budget amendments reflecting receipt and appropriation of a \$50,000 donation by Wilson Chevrolet to Stillwater Fire Department for the purchase of extrication tools

Mayor Joyce removed item h. from the consent docket.

Vice Mayor Zannotti removed items c., d., e., and f. from the consent docket.

**MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPROVE THE
CONSENT DOCKET MINUS ITEMS C., D., E., F. AND H.**

**ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-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

- c. Approve budget amendments reflecting receipt and appropriation of \$24,000 in a federal grant from the Oklahoma Department of Libraries to Stillwater Public Library and approve sole source purchase of downloadable material from Overdrive for the OK Virtual Libraries Consortium
- d. Approve budget amendments reflecting receipt and appropriation of \$50,000 in a federal grant from the Oklahoma Department of Libraries to Stillwater Public Library and approve sole source purchase of downloadable material from Overdrive for the OK Virtual Libraries Consortium
- e. Approve budget amendments reflecting receipt and appropriation of \$3,560.60 in donations to the Stillwater Public Library
- f. Approve budget amendments reflecting receipt and appropriation of \$8312.50 in grant funds to Stillwater Public Library from the Oklahoma Department of Libraries and Oklahoma Department of Commerce

Vice Mayor Zannotti recognized and congratulated the Library on staff's ability to receive grant funding.

MOTION BY VICE MAYOR ZANNOTTI, SECOND BY COUNCILOR DZIALOWSKI TO APPROVE ITEMS C., D., E., AND F. FROM THE CONSENT DOCKET.

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

- h. Approve budget amendments reflecting receipt and appropriation of a \$50,000 donation by Wilson Chevrolet to Stillwater Fire Department for the purchase of extrication tools

Mayor Joyce thanked Wilson's for their generous donation of \$50,000 to the Stillwater Fire Department for the purchase of extrication tools.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR ZANNOTTI TO APPROVE ITEM H FROM THE CONSENT DOCKET.

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

6. GENERAL ORDERS

- a. Approve budget amendments allocating funds for Stillwater Regional Airport operations:
 - Increase Aviation Gas for Resale Revenue Account by \$1.5 million
 - Increase Aviation Gas for Resale Expenditure Account (used for purchasing fuel) by \$1.5 million
 - Increase Contract For Services Account by \$1,000
 - Increase Vehicle Fuel and Oil Account by \$2,189
 - Increase Contingency Account by \$3,499
 - Increase ID/Access Card Revenue Account by \$3,189
 - Increase Ad Sales Revenue Account by \$3,499

Deputy Airport Director Foster Becquet reported that through the end of December 2022, Stillwater Regional Airport has spent \$1.3 million of the annual \$1.5 million budget for aviation gas for resale. This budget shortfall is a result of the following:

- ✓ 14% increase in gallons of fuel sold (same period FY2022)
- ✓ 37% increase in average price per gallon of fuel (compared to last year).

Mr. Becquet stated that the following accounts are in need of mid-year adjustment:

- ✓ Contract for Services
- ✓ Vehicle Fuel and Oil
- ✓ Contingency.

Mr. Becquet reported that fortunately, many of the revenue accounts have been trending higher than normal and budget projections can be increased to offset the increases in expenditures. Budget amendments have been prepared for approval as listed above under item a.

MOTION BY VICE MAYOR ZANNOTTI, SECOND BY COUNCILOR DZIALOWSKI TO APPROVE THE ATTACHED REVENUE AND EXPENDITURE BUDGET AMENDMENTS FOR \$1.5 MILLION IN AVIATION GAS FOR RESALE AND \$6,688 FOR INCREASES TO EXPENDITURES FOR CONTRACT FOR SERVICES, VEHICLE FUEL AND OIL, AND CONTINGENCY IN ADDITION TO THE INCREASE IN ID/ACCESS CARD REVENUE AND AD SALES REVENUE.

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

Stillwater City Council meeting recessed at 5:38 p.m. to convene Stillwater Utilities Authority meeting.

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR CLARK TO RECESS THE CITY COUNCIL MEETING AND CONVENE THE STILLWATER UTILITIES AUTHORITY MEETING.

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

Stillwater City Council reconvened at 6:10 p.m.

7. RESOLUTIONS

- a. Resolution No. CC-2023-1: A resolution approving action taken by the Stillwater Utilities Authority authorizing the issuance of its promissory note in the principal amount of \$10,500,000 to the Oklahoma Water Resources Board; ratifying and confirming a Lease Agreement and Operation And Maintenance Contract and a Sales Tax Agreement between the City and the Authority and containing other provisions relating thereto

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADOPT RESOLUTION NO. CC-2023-1 AS PRESENTED.

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

8. APPOINTMENTS

- a. Stillwater Housing Authority

MAYOR JOYCE POSTPONED THE APPOINTMENTS TO THE STILLWATER HOUSING AUTHORITY UNTIL THE JANUARY 23, 2023 CITY COUNCIL MEETING.

9. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Norman McNickle reminded citizens that there are multiple major projects in Stillwater that are continuing progress. They are all important and our team is addressing them. A priority is "water projects," which includes the Kaw Pipeline, secondary storage and water treatment facility. Much of our water infrastructure is approximately 40-50 years old and in much need of repair or new construction. Mr. McNickle along with Mayor Joyce, Deputy City Manager Reames, engineering, and others are meeting with State and Federal legislators to find funding options to address these necessary and much-needed water projects. Mr. McNickle reported that staff has held study sessions and presented to Council about these concerns throughout the past couple of years. He stated he wanted to provide this quick update that staff is continuing to seek funding to address the secondary storage that would provide us with enough water storage so we may address pipeline concerns. There is a process and staff is not leaving a stone unturned to ensure everything is done properly and safely.
- c. Miscellaneous items from the City Council:
 - Councilor Clark announced that Stillwater Community United will have their annual unity event to commemorate the life and legacy of Dr. Martin Luther King, Jr. on Sunday, January 15. The event begins at 7 p.m. at the Stillwater Community Center. Also, the annual unity march with OSU will be on Monday, January, 16, beginning at 2 p.m. Councilor Clark encouraged all residents to join both events. He reported that City offices will be closed in observance of the holiday on Monday, January, 16, but trash and recycling will be collected as usual.
 - Councilor Hawkins stated that if anyone would like to get involved in their local government, there is an opening on the Board of Adjustment. The board consists of five members and is empowered by city code to conduct hearings and render decisions on matters of appeals, variances, and special exceptions to the zoning ordinance. The board is considered to be quasi-judicial in that its decisions can only be overturned by district court. The term is for three years. For more information and to apply online, go to: Stillwater.org/citizenboards.
 - Councilor Dzialowski announced that the Stillwater Fire Department encourages residents who live outside city limits, but within the Stillwater Fire Department's response area, to purchase a Rural Fire Service Contract for 2023. These \$100 contracts ensure that response fees for each fire incident on a contracted property will not exceed \$2,000. All collected fees go toward training, rescue tools, and other fire equipment.
 - Vice Mayor Zannotti stated that the City is accepting applications for a citizen representative to serve on the (Re)Investment Plan Implementation Policy Committee. This committee focuses on the Stillwater Downtown/Campus Link Project Plan. The Committee reviews applications for compatibility with the Project Plan and the City of Stillwater Land Development Code & Standards. They evaluate applications and make recommendations regarding eligibility of public financial assistance to the Stillwater Economic Development Authority.
 - Mayor Joyce expressed many thanks to all who served throughout the past few weeks to ensure Merry Main Street was successful even while Block 34 was "under construction" and temporary transitions were made this year. Thank you to Vice Mayor Alane Zannotti and Shannon Williams for their leadership with this annual economy-boosting, memory-making, holiday event. And, thank you

to Stephanie Kinder with the Stillwater Community Center and everyone else who made this year's festivities possible.

- Mayor Joyce also reminded residents that the City of Stillwater is seeking service minded team members to join the City and embrace our Standards of Excellence. If you are interested in applying for one or more of the positions, go to Stillwater.org/employment. All applications must be submitted by 5 p.m. on the closing date listed.
- i. Discussion about scheduling items for future meetings.

Vice Mayor Zannotti announced that she is resigning her position as Vice Mayor and this would be her last meeting. She has accepted the position as CEO for the Stillwater Chamber of Commerce. Zannotti thanked everyone for their support and is proud of the accomplishments that have been made during her eight years serving on the City Council.

Mayor Joyce congratulated Zannotti on her new position with the Chamber and thanked her for her dedicated service to the City Council and the community.

Councilor Clark thanked Zannotti for her years of service on the City Council and stated that her passion and vision have been an important part of the success of Council during this time.

Councilor Hawkins thanked Zannotti for her service and for her willingness to share her knowledge and be welcoming and helpful to the new councilors.

Councilor Dzialowski stated that Zannotti is a great champion for our community and that the community as a whole has benefitted from her advocacy and energy.

City Manager McNickle thanked Councilor Zannotti for her years of service and stated that she always served with poise, grace and compassion.

10. QUESTIONS & INQUIRIES

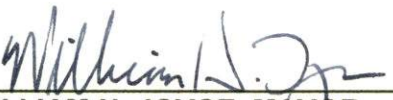
None.

11. ADJOURN

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ADJOURN THE JANUARY 9, 2023 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The January 9, 2023 regular meeting of the Stillwater City Council adjourned at 6:23 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK