

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED JULY 31, 2025 AT 3:45 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
AUGUST 4, 2025**

**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 Stillwater City Council led the audience in the Pledge of Allegiance.

3. CONSENT DOCKET

- a. Approve July 21, 2025 regular and executive session meeting minutes
- b. Approve a budget amendment to increase appropriations in the established Criminal Investigations Fund which will be used pursuant to the Uniform Controlled Dangerous Substances Act.
- c. Award Bid #24-2025 to Advanced Workzone Services, LLC for \$127,358 for the Taxiway Alpha, Delta, and Foxtrot airfield markings and authorize the City Manager to sign related documents
- d. Approve a change order to the Lippert Brothers, Inc contract for the Airport Terminal Building and Improvements project Work Package 2 waterline relocation, in the amount of \$182,104 for boring, trash/debris removal, haul-off and disposal; approve associated budget amendments; and authorize the City Manager to sign the change order document.

City Attorney Kimberly Carnley reported that there has been one minor change in the July 21 City Council meeting minutes. The motion for the Public Hearing item has been updated and the minutes have been updated online and provided to Council for their consideration.

**MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO APPROVE THE
CONSENT DOCKET AS PRESENTED.**

**ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-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 Specific Use Permit (SUP24-01) for a medical marijuana dispensary in the Commercial Shopping (CS) district at property addressed as 209 N. Perkins Road.

Senior Planner Henry Bibelheimer reported that this application was received in January of 2024 and has been on hold, pending approval of the applicant's license from Oklahoma Medical Marijuana Authority (OMMA). The license was approved in May of 2025, therefore, the applicant came to the city requesting to continue the Specific Use Permit process. Mr. Bibelheimer stated that the signage has already been reviewed and approved by staff and installed on the building at this location.

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

Planning Commission recommended approval of the SUP with a 4-0 vote.

Councilor Hawkins asked what happens if the OMMA license expires in October 2025 and the license is not renewed after the SUP is approved. City Attorney Kimberly Carnley said there was a question at the Planning Commission meeting because the OMMA license showed it was expired. Staff confirmed with OMMA that the license was renewed and is valid through October 2025. Ms. Carnley stated that a dispensary is a listed use that requires an SUP with the City, they will not be permitted to have a dispensary if they do not have a valid OMMA license.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE SPECIFIC USE PERMIT.

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

7. GENERAL ORDERS

- a. Award Bid #15-2025 to Jensen Tractor Ranch to purchase the Energreen Kommunal boom mower at a cost of \$306,709.25, for maintenance of drainage areas; and approve associated budget amendment.

Public Works Director Mark White explained that Public Works maintains drainage areas throughout the City of Stillwater. Many of the drainage areas are along roadways, in parks and along creeks and drainage channels. Due to the age of the current equipment and inability to locate replacements parts, the current equipment cannot be maintained. Mr. White stated that bids were solicited for a boom mower, and three bids were received. Three suppliers, P&K Equipment Inc (Mantis), Atmax Equipment Co (Atmax), and Jensen Tractor Ranch (Energreen), responded with capable equipment. Demonstrations were scheduled with each of the three suppliers at Myers Park along the drainage channel. Fleet mechanics and Public Works Equipment Operators were present for the demonstrations and had the opportunity to examine and operate all three pieces of equipment. Four areas of importance were safety, noise level, ease of operation and serviceability. Mr. White reported that based on these four categories when considering a boom mower, staff recommends awarding Bid #15-2025 to Jensen Tractor Ranch to purchase the Energreen Kommunal boom mower.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO APPROVE STAFF'S RECOMMENDATION AND AWARD BID #15-2025 TO JENSEN TRACTOR RANCH TO PURCHASE THE ENERGREEN KOMMUNAL BOOM MOWER AT A COST OF \$306,709.25 AND APPROVING THE ASSOCIATED BUDGET AMENDMENT.

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

8. RESOLUTIONS

- a. Resolution No. CC-2025-20; SUA-2025-4; SEDA-2025-3: A RESOLUTION AUTHORIZING SIGNATORIES FOR DEPOSITARIES

City Attorney Kimberly Carnley reported that this resolution is on all three meeting agendas this evening. From time to time the City approves a resolution authorizing individuals to sign on City financial accounts. She stated the only changes being made at this time is due to personnel changes in the Police Department and those signatories have been updated.

Councilor Clark asked about updating the signatories for Municipal Court due to a retirement later in the year and Ms. Carnley stated that the resolutions will be updated at that time.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2025-20 AS PRESENTED.

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

9. ORDINANCES

- a. Second Reading

ORDINANCE NO. 3575: AN ORDINANCE AUTHORIZING AN AMENDED AND RESTATED LEASE AGREEMENT FOR THE LEASE OF CITY-OWNED PROPERTY AND BUILDINGS LOCATED AT 808 E. ALCOTT DR., AND MORE COMMONLY REFERRED TO AS 701 EAST 12TH AVENUE, TO COMMUNITY RESOURCING INCORPORATED FOR OPERATION OF OUR DAILY BREAD FOOD AND RESOURCE CENTER; PROVIDING FOR CITIZEN INITIATED REFERENDUM OF SAID LEASE IN ACCORDANCE WITH SECTION 4-2 OF THE CITY CHARTER

City Attorney Kimberly Carnley stated she needed to note one minor change to the exhibit which is the Lease Agreement which is attached to the ordinance. The signature line on the Lease Agreement has been updated to reflect the correct name of the Board Secretary for Community Resourcing.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT ORDINANCE NO. 3575 AS PRESENTED.

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

ORDINANCE NO. 3577: AN ORDINANCE AMENDING STILLWATER CODE OF ORDINANCES CHAPTER 10, "BUILDINGS AND BUILDING REGULATIONS," ARTICLE III, "ICC INTERNATIONAL BUILDING CODE, 2018 EDITION," SECTION 10-54, "INDUSTRIAL CONSTRUCTION, BUILDING PERMIT, EXPEDITED PROCESS"; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADOPT ORDINANCE NO. 3577 AS PRESENTED.

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

10. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Brady Moore announced that Stillwater Art has officially launched this year's Utility Box Art Contest, and we want you to be part of it. This year's theme, "Stillwater Strong," is all about celebrating the resilience, creativity, and spirit that make our community shine. Remember to submit your artwork no later than Tuesday, September 2nd online at stillwaterart.org, or in person at the Stillwater Community Center.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin reported that he had the opportunity to tour the Water Treatment Plant on Yost Road last month. He stated he saw the big picture on how the water gets from the treatment plant to his house. Councilor Hardin stated he was wondering about critical items and one of those items is the pipeline because if that fails the City has troubles. Another critical item he was wondering about is the electric supply to the pumps that provide the water from Kaw Lake. He stated there are two utilities that provide power, and one utility was shut down and one had a scheduled shutdown which would have been a bad thing. The electric utility was able to find a surplus part to get that utility back up and running. Councilor Hardin stated he inquired about usage capacity and in the last few years there were two days when 13 million gallons of water a day was used. He reported that one of those days was during Winter Storm Uri and the other day was during the wildfires of March. Councilor Hardin stated he walked away with a new respect for what employees do at the Water Treatment Plant and he appreciated their time.
 - Councilor Clark announced that this is a busy time in Stillwater with many projects near or at completion. Stillwater Regional Airport: Phase 1 is the new terminal, and it is more than 30% complete with mechanical, electric, and plumbing installation occurring. We are on track for completion in fall 2026. Phase 2 is the access road, roundabout and related utilities. This is on track for completion in early 2026. Block 34 and Fire Station No. 2 are both complete. Block 34 has already had great events, and it's exciting to see people utilizing the space in so many ways. If you would like to know what events are coming, or to book a reservation, go to stillwaterok.gov/block34. Fire Station 2, Crews are moving equipment in now and will begin responding to calls for service around the end of the month. The HUB Stillwater, a family-friendly entertainment center is on schedule to open the doors in fall 2025. We appreciate the Tonkawa Tribe of Oklahoma for their investment in Stillwater residents and visitors.
 - Councilor Hawkins announced that the 2025 Payne County Free Fair is happening from August 25th through the 31st. Throughout the course of the fair, the City will have staff from Waste Management, Communications, Public Works, Police, Engineering, Fire, Emergency Management and more in the Community Building. Please stop by, pick up some swag, and let us know how the City can help you and our community.
 - Vice Mayor Dzialowski announced that football season is right around the corner, and if anyone is looking for a better way to park for OSU Football home games, consider the Park and Ride shuttle service. Oklahoma State University Athletics, City of Stillwater, and Visit Stillwater team up every year to offer free parking, shuttle service, and a full gameday guide. The Park and Ride shuttle service begins 3 hours before the game and runs every 30 minutes. The pick-up and drop-off location is at 7th Avenue and Lewis Street.

- Mayor Joyce announced that it is back to school in Stillwater, with Meridian Technology Center beginning August 12th, Stillwater Public Schools August 14th and Oklahoma State University and Northern Oklahoma College both on August 18th. There will be an increase of walkers near campuses, bus stops and in crosswalks. Please be mindful when driving and always stop at crosswalks and let pedestrians pass. Obey school zone speed limits and do not pass another vehicle in a school zone. Be an attentive driver, put your cell phone away, and be aware of what and who may be near the roadway. Additionally, vehicles must stop at least 20 feet before reaching a school bus that is stopped with its red lights flashing. Together, we can ensure our students and other pedestrians arrive at their destinations safely.
- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

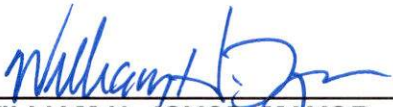
None.

12. ADJOURN

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADJOURN THE AUGUST 4, 2025 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 August 4, 2025 regular meeting of the Stillwater City Council adjourned at 5:56 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK