

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **APRIL 10, 2023, at 7:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: SCOTT DICKSON, TREY BUCK, AUSTIN HUGHES, MARY SMITH AND AARON MCLEROY

MEMBERS ABSENT: NONE

STAFF PRESENT: DANA SCHOENING, DAVID PERRYMAN, WENDY MARBLE, AARON SLATTERY, DON CLUCK, RYAN ALLEN, AMBER RILEY, LAURIE KOELSCH, JULIE MOWDY, BRYAN BALENSEFIEN AND WJ MORGAN

OTHERS PRESENT: GWYN CRAWFORD, JOLE'E DAILE, ANDEE SANDERSON, CHRIS SANDERSON, WILL SMITH, BRADEN WARCUP, MATT KRUGER, TODD LITTLETON, PATTY LITTLETON, CALEB FIRESTONE, CHARLEY GUTHERY, TYLER GUTHERY, MIKE MEDRANO, CLIFF PEARCE, TERRI PEARCE, LORI DENNIS, WILLIAM DENNIS, LESLIE WALKER, JAYSON KNIGHT AND OTHERS WHO DID NOT SIGN IN

CALL TO ORDER McLeroy called the meeting to order at 7:00 p.m.

ROLL CALL Marble called the roll and declared a quorum present

PLEDGE OF ALLEGIANCE McLeroy led the pledge

INVOCATION Hughes gave the invocation

ORDER OF BUSINESS

1. INTRODUCTION OF GUESTS / HEARING OF CITIZENS OR DELEGATES

(This is an opportunity for citizens to address the City Council. If you wish to speak at this evening's meeting, please fill out a "Request to Speak" form. The forms are available from the City Clerk's table or at the entrance door. Please turn in your form prior to the start of the meeting. City Council rules and regulations limit visitor comments to a maximum of three minutes should be directed to the City Council as a whole. The Oklahoma Open Meeting Act prohibits the City Council from taking official action on requests made during this portion of the agenda unless otherwise noted on this agenda.)

2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

a. RECOGNITION of Councilmember Mary Smith's service on the City Council

McLeroy stated he and Smith disagreed a lot in the beginning and agreed to disagree, but we wanted to get to the same place for the community. He stated we have different perspectives and weaknesses but learned to work together. Perryman stated Smith is a great resource for the city. Dickson stated it has been a pleasure working with Smith and great to have a voice of reason on the council.

(Recess for reception)

Motion was made by Smith, seconded by Dickson to recess the meeting for a short reception at 7:09 p.m. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

Motion was made by Smith, seconded by Dickson to reconvene the meeting at 7:34 p.m. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

- b. RECOGNITION of Oklahoma Speaker of the House of Representatives Charles A. McCall's appointment of Don Cluck, City of Tuttle Police Chief, to the Council on Law Enforcement Education and Training.

McLeroy asked Cluck how many are on the board and how many to choose from to appoint. Cluck stated seven board members for the state and there are 400 Chiefs that could have been appointed. McLeroy stated this is a big honor and he congratulated Chief Cluck.

- c. PROCLAMATION declaring April 2023 as Autism Awareness Month

McLeroy read the proclamation

- d. INTRODUCTION of new employees

None

- 3. Discussion and questions regarding items on the consent docket

Hughes stated to strike item 4m

- 4. CONSENT DOCKET

(This item is placed on the agenda so that the City Council, by unanimous consent, can designate routine items and those items requiring minimum discussion to be approved or acknowledged in one motion. If any item does not meet with approval of all Councilmembers, that item will be removed from the consent docket and considered in regular order. In reviewing and responding to any agenda item, the Council may, in whole or in part, adopt, approve, conditionally approve, ratify, deny, defer, amend, strike or continue any item.)

- a. APPROVAL minutes for City Council meeting March 13, 2023
- b. APPROVAL minutes for City Council workshop meeting March 13, 2023
- c. APPROVAL minutes for City Council workshop meeting March 27, 2023
- d. ACKNOWLEDGMENT receipt of payroll and claims for March 2023
- e. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for March 2023
- f. APPROVAL and RATIFICATION all action taken by the Tuttle Development Authority for March 2023
- g. APPROVAL **Budget Amendment 2023-01** regarding fund transfer for purchase of window shades for City Hall second floor
- h. APPROVAL **Budget Amendment 2023-02** regarding fund transfer for new ambulance purchase and maintenance of equipment for EMS department
- i. APPROVAL **Budget Amendment 2023-03** regarding carryover items in FY 2022 and corrections to original budget for FY 2023
- j. APPROVAL **Budget Amendment 2023-04** regarding budget supplement for final expenses on REAP Grant and related grant revenue.
- k. APPROVAL of **Resolution 2023-04** declaring April 2023 as Fair Housing Month
- l. APPROVAL of **Resolution 2023-05** declaring April 9-15, 2023 as National Telecommunicator Week
- m. APPROVAL to extend Crown Castle cell tower ground lease at 200 N. Richland Road
- n. ACCEPTANCE of Grady Emergency Medical Services District Run Audit for the period July 1, 2021 through June 30, 2022

Motion was made by Smith and seconded by Hughes to approve Items 4a through 4l, and 4n, striking 4m on the consent docket. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

- 5. CONSIDERATION of Items Removed from Consent Docket

Strike

6. INFORMATION AND REPORTS

a. City Manager and Department Reports

Koelsch, Balenseifen, Allen, Riley, Mowdy, Walker, Marble and Perryman stated nothing to add to department report. Cluck stated sergeant exams were completed and he will have two officers promoting next month. Schoening stated the application for TSET grant is submitted and awaiting approval.

b. Council Member Reports

Hughes stated he will be absent from the workshop meeting this month.

7. COMMUNITY DEVELOPMENT

a. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to Approval, Denial, Amendment, Revision or Conditional Approval of determining the response of the City of Tuttle to an **Application by the Owner of Fairview Estates**, a Subdivision of land located in a part of the SE/4 of the SW/4 of the SE/4 and the SE/4 of the SE/4 of Section 36, Township 10 North, Range 6 West, I.M., Grady County, Oklahoma, to **vacate the Plat** of said Fairview Estates, in its entirety and authorizing the City Attorney to file pleadings in the District Court of Grady County, Case No. CV-2023-106 setting forth the response of the City of Tuttle to said Application.

Smith asked if this was ever developed. Perryman stated this is located near Frisco and SH-37. He stated it was platted in the 1960's. It is part of the Hampton Valley development. Perryman stated asking to determine the utilities and retain 50 ft from center line to the west and 50 ft from SH-37 right-of-way for city utility easement, with the city acquiring the property on the east side of Frisco in the next section north. The request is the same as the PUD for the development.

Motion was made by Smith and seconded by Hughes to authorize City Attorney to respond to the court action. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

b. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of **Ordinance 2023-05 (PC 2023-04)** rezoning from A-1 to R-1A located at 3316 Fryrear Dr

Balenseifen presented the owner has 5 acres to split into 2 ½ acre lots. Smith asked if the Planning Commission approved and Balenseifen stated yes. McLeroy stated the plat shows a flood zone. Balenseifen stated the west half is a buildable site currently and when engineer signs that they meet the FEMA guidelines east half will meet the requirements.

Motion was made by Hughes, seconded by Smith to approve Ordinance 2023-05 (PC 2023-04) rezoning from A-1 to R-1A located at 3316 Fryrear Dr. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

c. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of **PC 2023-04** for approval of Mason Addition Final Plat located at 3316 Fryrear Dr

Motion was made by Hughes, seconded by Smith to approve PC 2023-04 for approval of Mason Addition Final Plat located at 3316 Fryrear Dr. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

- d. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of **PC 2023-06** acceptance of waterline infrastructure for Whispering Trails Phase 3 subdivision

Balenseifen stated phase 3 is the final phase. He stated this addition is outside the city limits but is served by city water. McLeroy asked if we take ownership of the water lines and Slattery stated if we accept yes, we do, and it is our responsibility to maintain. McLeroy asked if we charge more for water and Slattery stated charge 120%.

Motion was made by Smith, seconded by Hughes to approve PC 2023-06 acceptance of waterline infrastructure for Whispering Trails Phase 3 subdivision.

Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

8. GENERAL GOVERNMENT

- a. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part for purchase of Security Camera System for City Hall and Fire Stations 1 and 2 from S-2 Solutions not to exceed \$16,771.79 with recurring annual fee of \$2,166.67

Motion was made by Hughes, seconded by Smith to take staff recommendation, and approve purchase of Security Camera System for City Hall and Fire Stations 1 and 2 from S-2 Solutions not to exceed \$16,771.79 with recurring annual fee of \$2,166.67. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

Perryman stated if the fee increases it may need to be brought back to council for approval.

- b. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part regarding Election of three Trustees for Oklahoma Municipal Assurance Group Board of Trustees for a three-year term

Motion was made by Smith, seconded by Dickson to approve election of three Trustees for Oklahoma Municipal Assurance Group Board of Trustees for a three-year term to include Tim Lyon, Justin Battles and Pam Polk. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

- c. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part regarding appointment to **Position 4** of the Tuttle Public Library Board for a term ending June 30, 2026 (3-year term)

McLeroy stated Smith recommended Martha because she has been involved with the library from the beginning. Smith stated Martha has a podcast called 3 Book Girls, that has received national attention. Hughes stated he recommends Martha because she has volunteered at the library every Wednesday for five years. McLeroy stated he agrees with the recommendations.

Motion was made by Dickson, seconded by Buck to approve appointment of Martha Allmaras to Position 4 of the Tuttle Public Library Board for a term ending June 30, 2026 (3-year term). Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

9. STREETS

- a. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part to purchase a 2023 Ford F-350 for the Streets Department with a total cost not to exceed \$64,281

Slattery stated the super duty truck is hard to get and we need to have the purchase order in place now to have a chance to get one. He stated there are no guarantees that we will get a truck or when it will happen.

Motion was made by Smith, seconded by Hughes to approve the purchase of a 2023 Ford F-350 for the Streets Department with a total cost not to exceed \$64,281. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

**NEW BUSINESS
ANNOUNCEMENTS**

1. City Council Workshop Meeting on Monday, April 24, 2023 at 6:00 p.m.
2. City Council Meeting on Monday, May 8, 2023 at 7:00 p.m. (workshop at 6:00 p.m.)

ADJOURNMENT

Motion was made by Smith, and seconded by Dickson to adjourn the City Council meeting at 8:20 p.m. Motion carries as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

Attest:

Wendy Marble, City Clerk

Aaron McLeroy, Mayor