

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **SEPTEMBER 11, 2023, at 7:00 P.M.** IN THE TUTTLE CITY HALL BUILDING LOCATED AT 221 W. MAIN STREET

MEMBERS PRESENT: SCOTT DICKSON, TREY BUCK, LARRY WATSON, AUSTIN HUGHES AND AARON MCLEROY

MEMBERS ABSENT: NONE

STAFF PRESENT: DANA SCHOENING, DAVID PERRYMAN, WENDY MARBLE, AARON SLATTERY, DON CLUCK, AMBER RILEY, LAURIE KOELSCH, BRYAN BALENSEIFEN, JULIE MOWDY, WILL SMITH, MIKE FAY AND SEAN FAIRBAIRN

OTHERS PRESENT: LESLIE WALKER AND OTHERS WHO DID NOT SIGN IN

CALL TO ORDER McLeroy called the meeting to order at 7:01 p.m.

ROLL CALL Marble called roll and declared a quorum present

PLEDGE OF ALLEGIANCE McLeroy led the pledge

INVOCATION Dickson 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.)

Marble stated none

2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

a. INTRODUCTION of new employees

Mowdy stated no introductions

3. Discussion and questions regarding items on the consent docket

None

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 August 14, 2023
- b. APPROVAL minutes for City Council workshop meeting August 14, 2023
- c. APPROVAL minutes for City Council workshop meeting August 28, 2023
- d. APPROVAL minutes for Special City Council workshop meeting August 28, 2023
- e. ACKNOWLEDGMENT receipt of payroll and claims for August 2023
- f. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for August 2023

- g. APPROVAL and RATIFICATION all action taken by the Tuttle Development Authority for August 2023
- h. APPROVAL **Budget Amendment 2023-12** regarding donation to Animal Control in the amount of \$5,000
- i. APPROVAL **Budget Amendment 2023-11** regarding 522 funds approved by Grady County for the purchase of a squad truck and extrication tools
- j. APPROVAL invoice in the amount of \$87,375.07 payable to ODOT for reimbursement of unused grant funds related to the N. Richland Road overlay project through the Municipal Road Drilling Activity Fund
- k. APPROVAL surplus of one 2019 Dodge Charger and equipment (4 light bars and 4 control boxes)
- l. APPROVAL of **Resolution 2023-09** to approve application for grant funding through the Municipal Road Drilling Activity Fund administered by ODOT for asphalt overlay on E Tyler Drive from N. Richland Road to North Cimarron Road
- m. APPROVAL to authorize a letter of intent to the Attorney General's Office, Opiate Abatement Board, to apply for a grant with approval from the Council for the Chief of Police, or a designee, to submit the application on behalf of the city

Motion was made by Hughes, seconded by Dickson to approve consent items 4a-m. Motion carried as follows:

Aye: Dickson, Buck, Watson, Hughes and McLeroy

Nay: None

- 5. CONSIDERATION of Items Removed from Consent Docket

Strike

- 6. INFORMATION AND REPORTS

- a. City Manager and Department Reports

Koelsch reported issues are keeping department busy with electrical disturbances knocking out routers. McLeroy asked if replacing for free and Koelsch stated yes. Dickson asked if any employees hired and Koelsch stated two employees were hired.

Riley presented working on Home for the Holidays event that is December 7th. She stated trick or treat will be downtown on October 31st during the day for school kids.

Smith presented the squad vehicle and extrication tools are ordered. He stated the department received a "Sparky" costume for school events. Smith stated EMS runs are up and continuing maintenance on vehicles. Hughes asked about not sending paramedics on all calls and Smith stated we are doing that some and are in transition. He stated one paramedic resigned today.

Mowdy presented 3 of 7 vacant positions are filled and we have some good applicants for the fire department positions.

Cluck stated 134 citations were written this month. He stated a new dispatcher was hired and we need two more officers, and we have three applicants. He stated it is difficult to hire because they can make more money somewhere else.

Slattery stated the towers are 100% back to water capacity and we will lift restrictions. He stated the school speed limit signs will be up this week.

Balenseifen stated 61 permits this month and 3 residential permits.

Fairbairn stated nothing to report. Fay stated nothing to report.

Walker stated golf tournament is next week, the chamber banquet is October 17th and the circus is October 3rd.

Marble stated she included the Library Statistics report in the packet stating that library use is increasing.

Schoening stated the Fire chief applications are being accepted through October 15th.

Perryman stated no report.

- b. Council Member Reports

None

Mayor requested to skip to Item 7d

7. COMMUNITY DEVELOPMENT

- a. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of **PC 2023-22** request of Wenjest Corp to rezone two lots from O1/OTR to C5 located at 302 E Main St

Balenseifen stated discovered encroachment on the north property from the south property that is OTR zoning with a maximum lot size. This is a clear zoning on north to C-5, allows for 18ft of lot line adjustment, with the entire parcel zoned to C-5. Dickson asked for an explanation. Hughes stated family clearing up property issues in order to sell. Balenseifen stated fencing and outbuildings were over the property line.

Hughes asked why C-5 zoning and Balenseifen stated it is a broader use of commercial property. He stated both lots have triple street frontage which requires different setbacks. He stated the lot line adjustment is not possible without rezoning. Schoening stated the size of the lot will limit businesses and this provides an opportunity to develop the property.

Motion was made by Hughes, seconded by Buck to approve PC 2023-22 request of Wenjest Corp to rezone two lots from O1/OTR to C5 located at 302 E Main St.

Motion carries as follows:

Aye: Dickson, Buck, Watson, Hughes 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 **PC 2023-19** request of Marty Williams for a Lot Line Adjustment at 4 SE 3rd St

Balenseifen stated this adjustment is tied to the rezoning.

Motion was made by Dickson, seconded by Buck to approve PC 2023-19 request of Marty Williams for a Lot Line Adjustment at 4 SE 3rd St. Motion carries as follows:

Aye: Dickson, Buck, Watson, Hughes 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 2023-24** request of Scott Yandell for a Specific Use Permit Amendment located at 4816 E Tyler Dr

Balenseifen stated the owner has a current SUP from 2014-215 for a contractor's yard that states any expansion requires and amendment. McLeroy asked if this includes adding on to the residence and Balenseifen stated yes. Perryman stated the county records show 2 names as property owners. Mayor requested to skip this to let attorney look into this.

Perryman stated the record show 2022 is first year the other person paid the property taxes. Dickson stated he is not comfortable moving forward with this. Balenseifen stated he called the applicant, and the second named person is his business partner. He stated he will get a document that includes the business partner.

Motion was made by Hughes, seconded by Dickson to TABLE PC 2023-24 request of Scott Yandell for a Specific Use Permit Amendment located at 4816 E Tyler Dr. to the workshop meeting in two weeks. Motion carries as follows:

Aye: Dickson, Buck, Watson, Hughes 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 2023-26 request of Grubbs Consulting to rezone approximately 7.5 acres from R2 to R1 located in the 300 block of Chad Dr

Balenseifen presented this is 7 ½ acres adjacent to high school and the dead end of Chad Dr. He stated it is zoned R-2 and the request is to rezone to R-1 single family.

Mark Grubbs presented we are down zoning to R-1 for single family and are working with the school for second point of access easement if R-1 zoning is approved. Hughes asked about the easement and Grubbs stated west side to tie into NE 3rd, Chad Drive would go further west. Dickson asked how many lots in the development and Grubbs stated this has not been designed yet.

McLeroy stated conditions to the easement are to build like houses or as long as they build a certain product.

Perryman stated this is rezoning only and they will still need to go through the plat approval with the Planning Commission and City Council.

Motion was made by Hughes, seconded by Dickson to approve PC 2023-26 request of Grubbs Consulting to rezone approximately 7.5 acres from R2 to R1 located in the 300 block of Chad Dr. Motion carries as follows:

Aye: Dickson, Buck, Watson, Hughes and McLeroy
Nay: None

8. GENERAL GOVERNMENT

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 regarding purchase of 2023 Doosan 5000 lb. capacity diesel forklift from Hugg & Hall Lift Company in an amount not to exceed \$37,807.95

Slattery presented the current forklift is not in use and we have to bring a backhoe with forks to load and unload materials. He stated we use this for the water department supplies and fiber equipment. He stated the gas station has this machine and they like it. Dickson asked about diesel versus propane. Slattery stated diesel is more convenient. McLeroy stated that is the right choice, stating there is no fuel gauge on propane and when it is empty you are stuck wherever that happens. Watson asked about fate of old machine. Slattery stated it is not worth anything.

Motion was made by Dickson, seconded by Hughes to approve purchase of 2023 Doosan 5000 lb. capacity diesel forklift from Hugg & Hall Lift Company in an amount not to exceed \$37,807.95. Motion carried as follows:

Aye: Dickson, Buck, Watson, Hughes and McLeroy

Nay: None

10. PUBLIC SAFETY

- a. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part regarding adoption of Grady County Emergency Operations Plan

Fay asked if any questions and Hughes asked if this lets the city get grant funding. Fay stated yes this is a requirement of some grants.

Motion was made by Hughes, seconded by Watson to approve adoption of Grady County Emergency Operations Plan. Motion carried as follows:

Aye: Dickson, Buck, Watson, Hughes 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 regarding purchase of four radio repeaters for Fire and EMS Department from Lawton Communications in an amount not to exceed \$13,870

Fay stated this is radio repeaters discussed in the workshop meeting.

Motion was made by Hughes, seconded by Watson to approve purchase of four radio repeaters for Fire and EMS Department from Lawton Communications in an amount not to exceed \$13,870. Motion carried as follows:

Aye: Dickson, Buck, Watson, Hughes and McLeroy

Nay: None

NEW BUSINESS
ANNOUNCEMENTS

- 1. City Council Workshop Meeting on Monday, September 25, 2023 at 6:00 p.m.
- 2. City Council Meeting on Monday, October 9, 2023 at 7:00 p.m. (workshop at 6:00 p.m.)

ADJOURNMENT

Motion was made by Dickson, seconded by Hughes to adjourn the meeting at 7:56 p.m.

Motion carried as follows:

Aye: Dickson, Buck, Watson, Hughes and McLeroy

Nay: None

Attest:

Wendy Marble, City Clerk

Aaron McLeroy, Mayor