

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **SEPTEMBER 12, 2022** 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, LARRY MITCHELL, DAVID PERRYMAN, WENDY MARBLE, AARON SLATTERY, DON CLUCK, RYAN ALLEN, LAURIE KOELSCH, AMBER RILEY, JULIE MOWDY, BRYAN BALENSEIFEN, WJ MORGAN, SHANA BERRYHILL AND SEAN FAIRBAIRN

OTHERS PRESENT: TYLER GUTHERY, CHARLES GUTHERY, JAYSON KNIGHT, LESLIE WALKER, AND OTHERS WHO DID NOT SIGN IN

CALL TO ORDER McLeroy called the meeting to order at 7:03 p.m.

ROLL CALL Marble called the roll and declared a quorum present

PLEDGE OF ALLEGIANCE John Waldron 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.)

Marble stated no requests to speak

2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

a. PRESENTATION by John Waldron for Eagle Scout project

Waldron presented project to construct a bicycle rack at the soccer park. He presented plans to the City Council. Dickson asked the size and Waldron stated that it will hold 7 bikes. He stated he is asking for the city to pay 50% of the cost. Slattery stated he has approved the site location. Smith asked if the city has the funds and Mitchell stated yes. McLeroy stated no action can be taken but this will be placed on the next meeting agenda to approve paying 50% which is \$379.68. Marble stated she will place this on the Workshop agenda for September 26th.

b. INTRODUCTION of new employees

Mowdy stated no new employees to introduce

c. RECOGNITION of Detective Shana Berryhill for fifteen years of service

Cluck stated Berryhill began employment as an officer in 2007. He presented plaque and City Council congratulated Berryhill for her service to the community.

d. RECOGNITION of WJ Morgan for twenty years of service

McLeroy stated Morgan began employment with fire department in 1992 and now with fiber department. He presented plaque and City Council congratulated Morgan for his service to the community.

e. RECOGNITION of Wendy Marble for ten years of service

McLeroy stated Marble began employment with city in 2012. He presented plaque and City Council congratulated Marble for her service to the community.

3. Discussion and questions regarding items on the consent docket

Hughes asked about Item 4n. Allen stated it is a training platform and the cost is \$1800 annually. Dickson asked about Item 4m. Allen stated that is regarding Medicare and Medicaid billing which could provide \$20,000 or more in additional revenue. He stated it must be applied for every year.

Hughes asked if the grant award is for one vest and Cluck stated it is for 15 vests. McLeroy asked about the overtime grant for police and Cluck stated we receive this grant every year.

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 8, 2022
- b. APPROVAL minutes for City Council workshop meeting August 8, 2022
- c. APPROVAL minutes for City Council Special meeting August 2, 2022
- d. APPROVAL minutes for City Council workshop meeting August 22, 2022
- e. ACKNOWLEDGMENT receipt of payroll and claims for August 2022
- f. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for August 2022
- g. APPROVAL and RATIFICATION all action taken by the Tuttle Development Authority for August 2022
- h. ACCEPTANCE of donation of perpetual easement from Chase and Whitney Sandburg located at 1085 Creek Valley
- i. APPROVAL of Farm Lease Agreement between the City of Tuttle and Campbell Farms, Inc. for a term of three years
- j. ACCEPTANCE of award of Oklahoma Attorney General Safe Oklahoma Grant in the amount of \$6,720 for rifle rated vest
- k. APPROVAL of Oklahoma FY22 Emergency Management Performance Subgrant application
- l. ACCEPTANCE of award of Oklahoma Highway Safety Grant in the amount of \$14,681.00 to fund traffic enforcement overtime
- m. APPROVAL of services agreement between Public Consulting Group Emergency Services and Tuttle Fire/EMS Department
- n. APPROVAL of agreement between Lexipol and City of Tuttle for Fire/EMS training subscription
- o. ACCEPTANCE of Grady County Emergency Operations Plan for FY 2022

Motion was made by Hughes, seconded by Smith to approve Items 4a through 4o 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. 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 **Ordinance 2022-12 (PC 2022-12)** petition of Grubbs Consulting LLC for a new Planned Development to be called Hollow Brook Square (Tabled 4/4/2022, PC Meeting Cancelled 5/2/2022, PC denied 6/6/22, Tabled by CC 6/13/22, Tabled 7/11/22 at petitioner request, Tabled by CC 8/8/22)

Mark Grubbs stated these are the agreed changes from the previous meeting. Hughes asked questions about the retirement phase. Grubbs stated it is age restricted living of 50 years or older. Perryman stated a Planned Unit Development does not require a specific Use Permit. Grubbs stated developer can put 50 years restriction in the PUD. Hughes asked about the playground. Grubbs stated it was ideal homes that agreed to that, and they are no longer involved. Grubbs stated can agree to playground with equipment is common area A. Grubbs stated the homes will be a minimum of 1600 sq ft and a price starting around \$350,000. Buck asked when playground would be put in. Grubbs stated early on because it is an attraction for sales.

Motion was made by Smith, seconded by Hughes to approve Ordinance 2022-12 (PC 2022-12) petition of Grubbs Consulting LLC for a new Planned Development to be called Hollow Brook Square. 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 2022-17 (PC 2022-24)** updating regulations regarding Chapter 14 of the Code or Ordinances

Balenseifen stated this is to update the sound walls. He stated this was taken from Newcastle's code. Perryman stated this can't be adopted until the wording is prepared, providing a clear way for staff to know how to handle. He stated he will review and bring back to the October meeting.

Motion was made by Smith, seconded by Hughes to TABLE Ordinance 2022-17 (PC 2022-24) updating regulations regarding Chapter 14 of the Code or Ordinances until the October 10, 2022 meeting. 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 2022-25** request for approval of a preliminary plat and construction plans for Hollow Brook Phase 3

Jason Spencer from Crafton Tull presented this is 41 acres with 140 lots. He stated there will be emergency access to Crystal Ln and future connections to Sara Road or SH-37. McLeroy asked if the developer has lost his builder. Spencer stated that the park will be built per the PUD. McLeroy stated no park in the construction plans. Spencer stated the park will be built, looking for another builder, and requirements of the PUD will be built. Dickson stated he is not comfortable moving forward without a builder involved. Spencer stated the lots are 7200 sq ft. McLeroy asked fire chief if any issues. Allen stated that parking and access is an issue. He stated a fire access road may be needed.

Motion was made by Dickson, seconded by Buck to TABLE PC 2022-25 request for approval of a preliminary plat and construction plans for Hollow Brook Phase 3 until the October 10, 2022 meeting. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

7. GENERAL GOVERNMENT

a. None

8. STREETS

a. None

Motion was made by Smith and seconded by Dickson to recess City Council meeting at 8:06 p.m. and begin Tuttle Development Authority meeting. Motion carries as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

Motion was made by Dickson and seconded by Smith to reconvene the City Council meeting at 8:32 p.m. Motion carries as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

9. INFORMATION AND REPORTS

a. City Manager and Department Reports

Cluck presented Police department has received two police cars with one more coming.

Balenseifen and Mowdy stated nothing to report.

Allen presented Fire Department Open House on October 5th and smoke alarm campaign begins November 12th. He stated the Town of Amber has a brush/tanker truck for sale that he would like to buy and convert to a brush truck.

Koelsch stated the fiber department received the 500 router/modems that have been on order. She stated she can now begin more marketing. McLeroy stated that volleyball and basketball sell advertising on the score board. Koelsch stated that OEC marketing is taking steps to work with the call center and the negative comments. She stated also discussed looking into partnership.

Fairbairn and Perryman stated nothing to report.

Marble stated the audit is not complete and continuing to work with new firm to get the audit completed.

Riley reminded all that the welcome reception for Dana is October 4th from 6-8 pm at Coal Creek Winery.

Walker stated the next chamber lunch is September 21st and the golf tournament is September 19th.

b. Council Member Reports

Hughes reminded staff of the health insurance renewals and requiring the employees to have some skin in the game.

Smith stated ACOG meeting is October 12th.

Dickson thanked all who worked during transition and search for a City Manager.

Buck presented starting the 5K race again as a city function and select a charity to benefit from it each year.

McLeroy requested a project section on the agenda. He stated the city has a history of items forgotten. He would like the items to stay on the agenda as an action item until it is complete. He said maybe a list or report of current projects.

McLeroy stated he received complaints about weeds in the flower beds at the Police Station. Cluck stated he will get it resolved.

Motion was made by Hughes, seconded by Smith to enter Executive Session at 8:54 p.m. for Items 10a and 10b after a 5-minute break. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

Perryman announced for the record that only items on the agenda were discussed in Executive Session and no action was taken in Executive Session.

Motion was made by Smith, seconded by Dickson to reconvene the City Council Meeting at 10:39 p.m. Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

10. EXECUTIVE SESSION

(Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. Any formal action will occur in regular session)

a. CONSIDERATION to conduct an EXECUTIVE SESSION regarding collective bargaining with the Fraternal Order of Police Lodge #197 (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(2) to discuss negotiations between the City of Tuttle and representatives of an employee group. The City Council shall make a determination as to its intent to enter into executive session in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.)

1. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part related to Executive Session Item 10a

b. CONSIDERATION to conduct an EXECUTIVE SESSION regarding collective bargaining with the International Association of Fire Fighters Local 5017 (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(2) to discuss negotiations between the City of Tuttle and representatives of an employee group. The City Council shall make a determination as to its intent to enter into executive session in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.)

1. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part related to Executive Session Item 10b

No Action Taken on 10a or 10b

NEW BUSINESS ANNOUNCEMENTS

1. City Council Workshop Meeting on Monday, September 26, 2022 at 6:00 p.m.
2. City Council Meeting on Monday, October 10, 2022 at 7:00 p.m. (workshop at 6:00 p.m.)

ADJOURNMENT

Motion was made by Smith, and seconded by Hughes to adjourn City Council meeting at 10:39 p.m. Motion carries as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

Attest:

Wendy Marble, City Clerk

Aaron McLeroy, Mayor