

## Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR WORKSHOP SESSION ON **FEBRUARY 14, 2022, AT 6:00 P.M.** IN THE TUTTLE CITY HALL BUILDING LOCATED AT 221 W. MAIN STREET

MEMBERS PRESENT: SCOTT DICKSON, TODD LITTLETON, AUSTIN HUGHES, MARY SMITH, AND AARON MCLEROY

MEMBERS ABSENT: NONE

STAFF PRESENT: DAVID PERRYMAN, WENDY MARBLE, AARON SLATTERY, RYAN ALLEN, DON CLUCK, LAURIE KOELSCH, JULIE MOWDY, WJ MORGAN, BRYAN BALENSEIFEN, AMY NATCHER, ANNE SUBLETT, AND SEAN FAIRBAIRN

OTHERS PRESENT: LESLIE WALKER, MIKE HIXSON, JUDY PRESTON, AND TYLER KINCANNON

**CALL TO ORDER** McLeroy called the meeting to order at 6:00 p.m.

**ROLL CALL** Marble called the roll and declared a quorum present

### **ORDER OF BUSINESS**

1. PRESENTATION regarding renewal of 25-year franchise agreement with Public Service of Oklahoma by Mike Hixson

**Hixson presented he is the liaison between PSO and the communities they serve. He stated the franchise agreement expires June 24, 2022. He explained the process and benefit to the community. He requested this be on the March 14, 2022 agenda for City Council action. He stated on June 28, there will be an election for citizens to vote on this. Perryman stated PSO provides the legal and costs for the election, with no cost to the city. He stated entities must obtain the franchise by a vote of the people. Perryman stated an ordinance, resolution and proclamation will be on the March 14, 2022 agenda.**

2. DISCUSSION and QUESTIONS regarding items on the City Council, Tuttle Public Works Authority Board of Directors, and Tuttle Development Authority Board of Directors consent dockets

**Smith asked about payment of \$5 to Oklahoma Bureau of Narcotics. Marble stated for citation costs or fees to state agency.**

**Dickson asked about \$31,000 payment to Bob Howard. Cluck stated payment is for car purchased in 2021. Dickson asked about \$250 payment to Country Equipment for rake. Slattery stated that is a rake attachment for a tractor for ball field maintenance. Dickson asked about payments to P-Tech. Koelsch stated they are for fiber splicing, repairs and new development splicing. She stated the mainline splicing takes specialty training to complete the work.**

**McLeroy asked what is driving amendments to the handbook. Cluck stated federal grants require these changes to policy.**

Hughes asked when the city will be changing the email to .gov. Koelsch stated a letter will need to be signed by the mayor and then coordinate with Microsoft to make the change.

3. UPDATES, DISCUSSION, and QUESTIONS regarding:

a. SH-76 Gas Line Relocation Project

**McLeroy stated he spoke to Newcastle officials, and they agree with this project. Perryman stated ODOT needs our plan for reimbursement. Fairbairn presented the 3 options for this project and the cost of each. Hughes asked how much revenue comes from the affected customers. Slattery stated approximately \$4,000 annually for 18 customers. Slattery stated that the quotes represented in the options may not be solid in today's economy. Perryman stated we need to make a decision to move forward.**

b. Wastewater Treatment Plant Project

**McLeroy stated he met with David Wyatt, the engineer for this project. Plans and specs for the project are complete. Wyatt stated electrical parts for this project may be hard to get.**

c. Financials

**Marble stated the sales tax report that we receive from the state was added to the packet today. It is not the report you normally see in the packet.**

d. American Rescue Plan Act Funds

**Cluck stated we have received the first half of the funding. Fairbairn stated he is working on sewer pipe bursting locations which some of these funds will be used for.**

4. INFORMATION AND REPORTS

a. City Manager and Department Reports, including reports posted on the agendas for the City Council, Tuttle Public Works Authority Board of Directors, and Tuttle Development Authority Board of Directors

**Koelsch presented fiber router supply issues, stating that order has not been delivered. She stated she is looking at options from other sources to purchase routers, which would require a budget amendment. She stated we are currently using the older router and then will upgrade later. Dickson asked how many of the generation 2 older routers do we have? Koelsch stated she does not have an exact number, but there are several boxes with 10-20 in a box. She presented she has been in contact with a supplier that has routers in stock that are new but considered open box and have a 1-year warranty. She will get more information to see if this might be an option to get us by until we receive the order that was placed months ago.**

.b. Councilmember Reports

**No reports**

**ANNOUNCEMENTS**

**ADJOURNMENT**

**Motion was made by Dickson, seconded by Hughes to adjourn the Workshop Meeting at 6:58 p.m. Motion carried as follows:**

**Aye: Dickson, Littleton, Hughes, Smith and McLeroy**

**Nay: None**

Attest:

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Wendy Marble, City Clerk

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Aaron McLeroy, Mayor