

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **APRIL 11, 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: LARRY MITCHELL, DAVID PERRYMAN, WENDY MARBLE, AARON SLATTERY, RYAN ALLEN, DON CLUCK, LAURIE KOELSCH, AMBER RILEY, JULIE MOWDY, BRYAN BALENSEIFEN, AMY NATCHER, ANNE SUBLETT AND SEAN FAIRBAIRN

OTHERS PRESENT: TYLER GUTHERY, CHARLES GUTHERY, BILLY TRAXLER, DANNY WATTERS 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.

ADMINISTER OATH OF OFFICE FOR WARD 3 CITY COUNCIL MEMBER TREY BUCK

Judge Hendrickson presented the swearing in of Council member Trey Buck

ROLL CALL Marble called the roll and declared a quorum present

PLEDGE OF ALLEGIANCE McLeroy led the pledge

INVOCATION Littleton gave the invocation

ORDER OF BUSINESS

1. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of the election of Vice-Mayor for a term ending April 30, 2023

Motion was made by McLeroy, seconded by Dickson to nominate Mary Smith as Vice-Mayor to serve for a term ending April 30, 2023.

Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

2. 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.)

None

3. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

- a. INTRODUCTION of new employees

Mowdy stated there will be new employees to introduce next month

- b. PROMOTION of two Firefighters to Engineers

Chief Allen administered the oath to Alec Towell and his father pinned his badge. Allen read the history of the badge. Allen stated the other firefighter to be promoted is out on a call.

- c. PROCLAMATION declaring April 2022 as Autism Awareness Month

Mayor McLeroy read the proclamation

- d. RECOGNITION of Todd Littleton for his 9 years of service on the City Council (recess meeting for reception)

Mayor McLeroy thanked Littleton for his 9 years of service, gave his appreciation and stated it was an honor to serve with him. Littleton presented his appreciation for the city council members, stated he is proud of what we are doing and thanked David Perryman, the City Attorney.

Motion was made by Dickson, seconded by Smith to recess the city council meeting at 7:19 p.m. for a short reception.

Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

Motion was made by Smith, seconded by Dickson to reconvene the city council meeting at 7:39 p.m.

Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

4. Discussion and questions regarding items on the consent docket

Motion was made by Smith, seconded by Dickson to pull item 5k from the consent docket and consider after Item 7a.

Motion carried as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

5. 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 14, 2022
- b. APPROVAL minutes for City Council workshop meeting March 14, 2022
- c. APPROVAL minutes for City Council workshop meeting March 28, 2022
- d. ACKNOWLEDGMENT receipt of payroll and claims for March 2022
- e. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for March 2022
- f. APPROVAL and RATIFICATION all action taken by the Tuttle Development Authority for March 2022
- g. APPROVAL **Resolution 2022-06** declaring April 10-16, 2022 as National Telecommunicator Week
- h. APPROVAL **Resolution 2022-07** declaring April 2022 as Fair Housing Month
- i. APPROVAL **Resolution 2022-08** concerning the Coronavirus State and local Fiscal Recovery Funds (SLFRF) for Non-Entitlement Units of Government (ARPA Funds), Authorizing the Acceptance of the Funds, the Appropriate Budget Amendments, and Relate Documents

- j. APPROVAL **Budget Amendment 2022-08** regarding American Rescue Plan Act funds received in FY 2021
- k. APPROVAL **PC 2022-14** petition of Jaden Court LLC for approval of Jaden Court Phase 2 Preliminary Plat and Construction Plans
- l. APPROVAL of **Ordinance 2022-08** adopting and enacting the 2022 Tuttle Code of Ordinances
- m. APPROVAL of **Resolution 2022-09** notifying the residents of the 2022 Tuttle Code of Ordinances

**Motion was made by McLeroy, seconded by Smith to approve Items 4a through 4m removing item 4k from the consent docket. Motion carried as follows:
Aye: Dickson, Buck, Hughes, Smith and McLeroy
Nay: None**

6. CONSIDERATION of Items Removed from Consent Docket

Perryman presented to consider item 4k after consideration of item 7a.

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 **Ordinance 2022-06 (PC 2022-10)** petition of Jaden Court LLC to amend PD-008 for Jaden Court Subdivision

Dickson asked what is changing. McLeroy stated the front yard setback changing from 30 feet to 25 feet for larger back yard and clarifying the portable/outbuilding language.

**Motion was made by Hughes, seconded by Smith to approve Ordinance 2022-06 (PC 2022-10) petition of Jaden Court LLC to amend PD-008 for Jaden Court Subdivision. Motion carried as follows:
Aye: Dickson, Buck, Hughes, Smith and McLeroy
Nay: None**

- 5k. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of **PC 2022-14** petition of Jaden Court LLC for approval of Jaden Court Phase 2 Preliminary Plat and Construction Plans

McLeroy asked Fairbairn and Balenseifen if they approved the plat and plans. Both stated yes.

**Motion was made by Dickson, seconded by Smith to approve Jaden Court Phase 2 Preliminary Plat and Construction Plans for Jaden Court Subdivision. 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 regarding **Ordinance 2022-07 (PC 2022-13)** Petition of Mark Mathes for Rezoning from R-1B to A-1 located at 7100 Ethan Ln

McLeroy asked the reason for the rezoning. Mathes stated he decided to not develop 10 homes on the property and return entire property to the original zoning. He stated he sold 2 1/2 acres at front of property. Balenseifen stated a lot line adjustment was approved to make the middle section a 5-acre lot. Perryman asked if there are easements and rights-of-way. Balenseifen stated yes. Perryman stated if city is satisfied, he has no objection.

**Motion was made by Dickson, seconded by Smith to approve Ordinance 2022-07 (PC 2022-13) Petition of Mark Mathes for Rezoning from R-1B to A-1 located at 7100 Ethan Ln. 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 regarding agreement for Architectural Services for City Hall second floor project from Blatt Architects

Mitchell asked if any questions. He stated the architect will draw plans for the 2nd floor and then send out for bid. McLeroy stated \$20,000 seems high. Mitchell stated this is for the plans and all bid specifications.

Motion was made by Smith, seconded by Hughes to approve agreement for Architectural Services for City Hall second floor project from Blatt Architects. 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 regarding appointment to Position 1 of the Tuttle Planning Commission for a term ending June 30, 2022

McLeroy recommended appointing Judy Preston to the Planning Commission. He stated that she was engaged and prepared during the mayor election process.

Motion was made by Smith, seconded by Hughes to nominate and approve appointment of Judy Preston to Position 1 of the Tuttle Planning Commission for a term ending June 30, 2022. Motion carried as follows:

**Aye: Dickson, Buck, Hughes, Smith and McLeroy
Nay: None**

Motion was made by Hughes, seconded by Dickson to recess the City Council Meeting and begin Tuttle Public Works Authority meeting at 7:57 p.m.

Motion carried as follows:

**Aye: Dickson, Buck, Hughes, Smith and McLeroy
Nay: None**

Motion was made by Dickson, seconded by Smith to reconvene the City Council Meeting at 7:59 p.m.

Motion carried as follows:

**Aye: Dickson, Buck, Hughes, Smith and McLeroy
Nay: None**

9. INFORMATION AND REPORTS

- a. City Manager and Department Reports

Allen presented information about response to brush fires has doubled this year and this will increase equipment and vehicle maintenance costs.

McLeroy read an email he received praising the conduct of Police Officer Terrell.

Mowdy presented council report.

Dickson asked how the Gallagher benefit provider is working and Marble stated it has been a great change and is working well.

Koelsch presented both orders of router and modems have been submitted, all were tested and will be shipped this week. She stated there is no wait list currently and

will consider the best timing to send marketing postcards. Smith asked if any developers or builders have marketing material. Dickson asked about doing yard signs for new developments.

McLeroy stated he likes the Community Development monthly report that Balenseifen provided.

Slattery stated at the Workshop meeting on the 25th he will present the street repair proposal, with a map and using the funds budget for this year.

McLeroy asked about the new gas gate on Cimarron Road and Slattery stated we need to know how to pay for this. Mitchell stated money in utility note or ARPA funds could be possible.

Fairbairn stated he will visit the lagoons and start the engineering. He stated city should get DEQ permit for the WWTP next month.

Walker commended Koelsch for her customer service in going above and beyond. Walker discussed the meeting with Drew Braum that she, Todd Littleton and Tim Young attended a few months ago. She stated Braums is looking for property, realized they have neglected Tuttle and are interested in making parks improvements. Littleton stated wants goodwill, create small green space and downtown area improvements. McLeroy stated they will need sewer in order to locate in Tuttle.

b. Council Member Reports

Smith commented on the gravel road improvements at Silver City Cemetery. Slattery stated they used some new equipment to spread gravel and grade the road.

Hughes asked about progress of the Tuttle Historical Society. Marble stated that she has requested an MOU to allow the society to remodel the gas filling station building that the city owns; to use it for a Tuttle welcome center and office for the society. She stated she hopes to be bringing that document to the next meeting for approval. She stated the society is ready to begin taking in historical collections and will be discussing a building fund to build a replica of the Tuttle train depot as a museum.

NEW BUSINESS

ANNOUNCEMENTS

1. City Council Workshop Meeting on Monday, April 25, 2022 at 6:00 p.m.
2. City Council Meeting on Monday, May 9, 2022 at 7:00 pm (workshop at 6:00 pm)

ADJOURNMENT

Motion was made by Hughes and seconded by Dickson to adjourn City Council meeting at 8:33 p.m. Motion carries as follows:

Aye: Dickson, Buck, Hughes, Smith and McLeroy

Nay: None

Attest:

Wendy Marble, City Clerk

Aaron McLeroy, Mayor