

## Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **OCTOBER 14, 2019 at 7:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

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

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, AARON SLATTERY, LAURIE KOELSCH, BIANCA VALENCIA, KAYLEY GORDON, MATT MEARS AND SEAN FAIRBAIRN

OTHERS PRESENT: LINDA CODY, GWENDOLYN BOMGARDNER, PAT HENDERSON, CHARLES GUTHERY, JUDY HOGAN, DEBBIE CLUCK, SUSAN CLUCK, AMY CLUCK, LESLIE WALKER, JAYSON KNIGHT AND OTHERS THAT DID NOT SIGN IN

**CALL TO ORDER** Mayor McLeroy called the meeting to order at 7:04 p.m.

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

**PLEDGE OF ALLEGIANCE** McLeroy led the pledge of allegiance

**INVOCATION** Littleton 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.)

**Linda Cody of 5213 E. Silver City Ridge, passed out a handout of embark program, bus service for Senior Citizens and Low Income. Ms. Cody also asked about road closure on E. Silver City Ridge and how long it will be closed, also about property tax increase, how much will it cost, as well as pothole on SH-37 Northbound at SH-4. She asked if City would please contact and answer these questions.**

#### 2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

- a. Recognition of Chief Donald Cluck for 30 years of employment with Tuttle Police Department

**McLeroy read and presented award along with City Council Members to Chief Cluck.**

RECESS FOR BRIEF RECEPTION – 7:11pm

**Motion was made by Smith, seconded by Hughes to recess City Council Meeting at 7:11 p.m. for reception. Motion carried as follows:**

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

**Nay: None**

**Mayor reconvened meeting at 7:26 p.m.**

b. Update from Tuttle Historical Society members

**Marble presented progress of Tuttle Historical Society stating the Society is incorporated, have filed for 501c3 non-profit tax-exempt status, opened bank account, PO Box, Facebook page is complete, and website is in progress. We have several members that have paid lifetime dues. Scheduled meeting is the 4<sup>th</sup> Tuesday of the month, 6:00 p.m. at the Christian Church. Members are confident that most plumbing, electrical and misc. upgrades to the building will be donated with no cost to the City. The Society is appreciative of the City and the Council for their support.**

**Sean Fairbairn presented site plan examples for relocation of the IOOF building.**

**Before moving forward McLeroy asked if Young would please explain bond issue and the property tax impact.**

**Young said \$1.80 - \$2.80 per month on a \$100,000.00 home approximately \$33.00 year.**

3. Discussion and questions regarding items on the consent docket

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)

a. APPROVAL minutes for City Council meeting September 9, 2019

b. APPROVAL minutes for City Council Workshop meeting September 9, 2019

c. APPROVAL minutes for City Council Workshop meeting September 23, 2019

d. ACKNOWLEDGMENT receipt of payroll and claims for September 2019

e. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for September 2019

f. APPROVAL and RATIFICATION all action taken by the Tuttle Development Authority for September 2019

g. APPROVAL agreement with UCI (Utility Consultants, Inc.) Testing for membership in Drug and Alcohol Testing Program

h. ACCEPTANCE of easement from Tommy Koeltzow Manager of Deer Ridge Run LLC located in Lot 16, Block 1, Deer Ridge Run Phase II

i. APPROVAL surplus 2015 F350 truck bed for the Streets Department

j. APPROVAL to place order for purchase of 2020 Ford F450 Frazer ambulance not to exceed \$236,159

k. APPROVAL purchase of Stryker Load System for new ambulance with maintenance agreement not to exceed \$30,496

l. APPROVAL for authorization to join Association of Central Oklahoma Governments (ACOG) as full member

**Smith requested removal of item 4L**

**Motion was made by Littleton to remove 4L and approve 4a-k, seconded by Hughes to remove 4L and approve 4a-k on consent docket. Motion carried as follows:**

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

**Nay: None**

5. CONSIDERATION of Items Removed from Consent Docket

**Removed 4L to get more information. Young said ACOG will attend next month.**

6. STREETS

- a. DISCUSSION and related CONSIDERATION regarding maintenance responsibility of border streets and bridges

**Young stated need to have further discussion with County.**

**No Action**

- b. DISCUSSION and related CONSIDERATION regarding a Interlocal Agreement with Grady County regarding the N Gregory Rd bridge and other border roads and bridges

**McLeroy said County Commissioner said Gregory Rd Bridge is half County responsibility and that County Commissioner does not want to work with FEMA. Stated he would do dirt work and dig out; City provide footings and material. Fairbairn said bridge open is not wide enough. Young stated he would recommend the FEMA route. Perryman said Certification for hours worked. Young said interlocal agreement authorize City Attorney interlocal or memo of understanding with County that satisfies FEMA and Grady County's agreement.**

**Young stated City has applied for FEMA for Silver City Ridge bridge, it will be early next summer for completion of bridge. McLeroy asked about inlet/outlet for Silver City Ridge. Fairbairn explained concrete inlet and outlet will be used.**

7. GENERAL GOVERNMENT

- a. DISCUSSION and related CONSIDERATION request of Tuttle Housing Authority to waive payment in lieu of taxes for 2019 in the amount of \$2,211.19 **(tabled 7/8/19, 8/12/19, and 9/14/19)**

**Perryman recommended approval, he exchanged info with THA. City not entitled to ad valorem, this is hardship for property, no legal requirement, continue to collect utilities, can possibly waive this in future years. Guthery speaking for the housing authority asked if this could be waived in the future. Perryman stated this item is for consideration of 2019 only. Housing Authority would have to request waiver for more than 2019.**

**Motion was made by Littleton, seconded by Smith to approve waiving payment in lieu of taxes for 2019 in the amount of \$2,211.19 for 2019**

**Motion carried as follows:**

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

**Nay: None**

- b. DISCUSSION and related CONSIDERATION amending the employee handbook adopting a new drug policy for city employees

**Young said Attorney is working on policy should have it in the next 2 weeks, natural gas has more stringent rules. Perryman said conflicting provisions for gas employees vs regular employees that don't drive. 4 classes of employees – gas, Commercial Driver's License, those that drive vehicles, and those that don't drive.**

**No Action taken.**

8. COMMUNITY DEVELOPMENT

- a. DISCUSSION and related CONSIDERATION of **Ordinance 2019-16** (PC Petition 2019-32), request of Mark Mathes, for approval of a Planned Development (Ethan Estates) to be located in the 7000 Block of Ethan Lane

**Charles Allen Engineer talked about changes made public street, provide detention pond, 10 lots on 9.4 acres. 11.26 agricultural where Mathes lives. McLeroy asked if there's a possibility that Mathes will build more homes on the back 11.26 acres. Young stated PUD locks in back zoned A-1. Amending will require all new PUD and amending plat.**

**Motion was made by Hughes, seconded by Littleton to adopt Ordinance 2019-16 request of Mark Mathes for approval of a Planned Development (Ethan Estates) to be located in the 7000 Block of Ethan Lane.**

**Motion carried as follows:**

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

**Nay: None**

- b. DISCUSSION and related CONSIDERATION of **Ordinance 2019-17** (PC Petition 2019-35) regarding amending the Tuttle Zoning Code updating regulations for monument signs and other signage

**Young mentioned Great Plains sign on SH-4 for example, drop setback from 5-1 ft. Height up to 12ft, clean up on Ordinance, 10ft from edge of pavement.**

**Motion was made by Littleton, seconded by Smith to amend Ordinance 2019-17 regarding amending the Tuttle Zoning Code updating regulations for monument signs and other signage**

**Motion carried as follows:**

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

**Nay: None**

- b. DISCUSSION and related CONSIDERATION of **Ordinance 2019-18** (PC Petition 2019-38) amending the International Residential Code addressing minimum regulations for high wind resistance and other roofing materials

**Mears presented changes/updates to code, plywood or OSB – 5/8 decking, shingle requirements and garage door requires – steel backing. Dickson stated \$500.00 possible increase to builder is reasonable.**

**Motion was made by Dickson, seconded by Hughes to amend Ordinance 2019-18 the International Residential Code addressing minimum regulations for high wind resistance and other roofing materials**

**Motion carried as follows:**

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

**Nay: None**

- d. **DISCUSSION and related CONSIDERATION of Ordinance 2019-19 (PC Petition 2019-39) adopting the 2015 International Swimming Pool and Spa Code**

**Young said it was in appendix, not in code currently, so this is putting back on books.**

**Motion was made by Littleton, seconded by Hughes to adopt Ordinance 2019-19 (PC 2019-39) adopting the 2015 International Swimming Pool and Spa Code**

**Motion carried as follows:**

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

**Nay: None**

9. **INFORMATION AND REPORTS**

- a. **City Manager and Department Reports**

**Fairbairn mentioned lagoon volume capacity at 60% for flow and organic loading 77% of capacity on BOD Level. Urgency to move forward on sewer plant, 100 houses added will be full capacity pumps will cost \$50,00.00 for two – could extend lagoon life to 250 homes. Fairbairn recommends pumps. Young will formalize solutions and costs over next few months. It will take 3-5 years to build plant.**

**Mears stated building inspector starting in 2 weeks.**

**Slattery stated he has nothing to add.**

**Cluck said 30 employment applications received and 3 showed up for testing and passed. 911 texting training in progress.**

**Littleton congratulated Koelsch on great fiber report, McLeroy said 51 businesses online.**

**Young stated the budget workshop meeting will be Monday 11/25/19**

**Young mentioned Oil and Gas meetings with Newcastle, Blanchard, Norman to develop ordinance, group doesn't seem engaged. What direction do you want to take?**

**Dickson said to continue. All agreed. Perryman said speak to Corporation Commission about regulations, Dickson said he can set up rig site visit. Perryman said Young has good base Ordinance started.**

- b. **Council Member Reports**

**Littleton mentioned Jerry Horn request to put Senior Discount in newsletter.**

Dickson mentioned Tuttle having Anti-Business mentality and prefers using local vendors exclusively. He encouraged staff to use local vendors. Young said he wants the best deal for the taxpayer and that is not always the local vendor.

**NEW BUSINESS**

**ANNOUNCEMENTS**

- 1. City Council Workshop Meeting on Monday, October 28, 2019 at 6:00 p.m.
- 2. City Council Meeting on Tuesday, November 12, 2019 at 7:00 pm (workshop at 6:00 pm)

**ADJOURNMENT**

**Motion was made by Littleton, seconded by Dickson to adjourn the City Council Meeting at 9:07 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