

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AMENDED AGENDA WAS POSTED MAY 14, 2021 AT 3:00 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
SPECIAL MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MAY 17, 2021**

**PRESENT: MAYOR WILLIAM H. JOYCE, VICE MAYOR ALANE ZANNOTTI
COUNCILORS JOHN WEDLAKE, AMY DZIALOWSKI AND CHRISTIE HAWKINS**
ABSENT: NONE

1. CALL MEETING TO ORDER

Mayor Joyce called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Skyline Elementary School students Cyden Brandes and Dallas Tyler.

3. PROCLAMATIONS/PRESENTATIONS

- a. Skyline Elementary School's 50th & 51st Anniversaries – Principal Natalie Fluty

Mayor Joyce read a proclamation declaring May 18, 2021 as Skyline Elementary 50th & 51st Anniversary Day in the City of Stillwater. Mayor Joyce presented the proclamation to Skyline Elementary Principal Natalie Fluty.

4. CONSENT DOCKET

- a. Approve special meeting minutes and executive session minutes of May 3, 2021
- b. Authorize application by Payne County Youth Services for the 2021 Emergency Solutions Grant and authorize the Mayor to sign the grant documents
- c. Accept electric easement for property at 3906 S Perkins Road
- d. Accept two drainage easements in the 1800 block of Moore Avenue as part of the Skyline East, Section Two, Phase 1 development
- e. Accept the following easements and authorize Mayor to sign easement documents needed for the 3rd Avenue bridge project:

Permanent Roadway Easement:

- 1. Grantor: Robert Ford Bradley, Parcel 1.0 at Lot Three (3) of Block Four (4), PARK ADDITION a portion of 217 S. Park Drive containing 887.38 square feet (0.02 acre); and
- 2. Grantor: Robert Ford Bradley, Parcel 2.0 at Lot Four (4) of Block Four (4), PARK ADDITION a portion of 217 S. Park Drive containing 354.62 square feet (0.01 acre).

Temporary Construction Easement:

- 1. Grantor: Robert Ford Bradley for Lots Three (3) and Four (4) of Block Four (4), PARK ADDITION addressed as 217 S. Park Drive

MOTION BY VICE MAYOR ZANNOTTI, SECOND BY COUNCILOR DZIALOWSKI TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

5. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

There were no requests to speak on agenda items not scheduled for public hearing.

6. ITEMS REMOVED FROM CONSENT DOCKET

None.

7. GENERAL ORDERS

Mayor Joyce moved to Item 7. f. on the agenda.

Mayor Joyce reported that due to the updated CDC guidelines and the decrease in the numbers of positive COVID-19 cases, the Declaration of State of Emergency was rescinded on May 14, 2021. He stated it is still recommended by the CDC for people that are not fully vaccinated to continue to wear masks. Mayor Joyce stated the vaccine is readily available for anyone that wants to get it. Mayor Joyce thanked Stillwater Medical Center, Stillwater Public Schools, and Payne County Health Department for their support and joint efforts with the City during this pandemic.

Councilor Dzialowski stated it is really nice to see people's faces and encouraged citizens to get vaccinated. She said she will continue to wear a mask because she has a family member that is health compromised so they plan to "stay the course."

Councilor Hawkins asked citizens to be respectful of the businesses that are still requiring masks by wearing one when asked and to be respectful of those people that are still wearing masks.

Councilor Wedlake said his wearing a mask is not a political statement but a public health measure and also encouraged everyone to be respectful of citizens that continue to wear a mask.

No action was taken on this item.

a. Prairie Arts Center annual report

Prairie Arts Center General Manager Meghan Brasuell and Art Education Coordinator Jen Johnson gave an update on the Prairie Arts Center's activities, programs and camps offered over the last year. They reported on how COVID affected the Prairie Arts Center, the precautions that were implemented and how they adjusted their programs and activities to keep the public engaged.

No action was taken on this item.

b. Approve authorization for City Manager to sign contracts related to the following benefits administration for FY 2021-2022:

- I. BlueCross BlueShield (third-party administrator) decrease of 0.5%, annualized savings \$1,200;
- II. Delta Dental no change from previous year's funding;
- III. AccuRisk-Nationwide (re-insurance carrier) increase of 39%, annualized \$250,000;
- IV. Aetna (life insurance carrier) no change from previous year's funding;

- V. Gallagher Benefit Services (health benefits broker) no change from previous year's funding

Human Resources Director Christy Driskel reported that City staff meets with Gallagher Benefit Services (GBS) annually to review current plan designs, options offered and vendors associated with the City employee health benefit programs. Information provided from GBS is the basis for the recommendation to renew a contract or to accept an alternate vendor based on submitted proposals. Ms. Driskel stated staff recommends Council to authorize the City Manager to sign contracts related to benefits administration as listed above for FY2021-22.

MOTION BY COUNCILOR WEDLAKE, SECOND BY COUNCILOR DZIALOWSKI TO AUTHORIZE THE CITY MANAGER TO SIGN CONTRACTS RELATED TO BENEFITS ADMINISTRATION AS OUTLINED IN THIS REPORT FOR FY2021-2022.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- c. Approve bid award to Contech in the amount of \$4,712,498.25 for center apron reconstruction project at Stillwater Regional Airport

Airport Director Paul Priegel reported that on May 5, 2021 bids were opened with three bidders submitting proposals for the construction of the center apron project as part of a multi-year airport apron reconstruction and expansion plan. Contech was the lowest bidder at \$4,712,498.25 for the base bid. This will construct approximately 32,241 square yards of concrete for the center apron. Mr. Priegel stated that this project will be 100% reimbursable through the FAA Airport Improvement Program FY21 funding as well as the CRSSA Act.

MOTION BY VICE MAYOR ZANNOTTI, SECOND BY COUNCILOR HAWKINS TO AWARD BID #16-20/21 FOR THE CONSTRUCTION OF THE CENTER APRON TO THE LOWEST BIDDER CONTECH IN THE AMOUNT OF \$4,712,498.25 FOR THE BASE BID.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- d. Approve bid award to Thrive Landscape and Irrigation of Stillwater in the amount of \$46,500 for Block 34 sod and irrigation project

Special Projects Director John McClenny reported earthwork to regrade Block 34 for drainage, removal of gravel and concrete, and preparation for sod and irrigation is underway. Bids were solicited for sod and irrigation. Mr. McClenny stated that the low bidder did not provide all of the information needed to evaluate the bid, specifically a project completion timeline and information requested regarding the irrigation system design. The lowest responsive bidder was Thrive Landscape and Irrigation of Stillwater in the amount of \$46,500.

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR WEDLAKE TO AWARD THE BID FOR BLOCK 34 SOD AND IRRIGATION TO THE LOWEST RESPONSIVE BIDDER THRIVE LANDSCAPE AND IRRIGATION OF STILLWATER IN THE AMOUNT OF \$46,500.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- e. Approve adoption of 2021-2025 Strategic Plan

Chief Civic Innovation Officer Becky Taylor stated the Innovation Office presented the Strategic Plan for

2021-2025 to Council on February 22, 2021. Based on discussion, a couple of changes were made from Council recommendations. Ms. Taylor presented the Mission, Vision and Priority categories of the proposed Strategic Plan.

Chief Performance Innovation Officer Brady Moore discussed the Key Performance Indicators (KPI) of the proposed Strategic Plan.

Staff recommends Council vote to adopt the Strategic Plan for 2021-2025 for the City of Stillwater.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR DZIALOWSKI TO ADOPT THE 2021-2025 STRATEGIC PLAN AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- f. Discussion regarding COVID-19 related proclamations, ordinances and other control and eradication measures

Discussion on this item was held earlier in the meeting.

8. RESOLUTIONS

- a. Resolution No. 2021-15: A resolution of the Stillwater City Council adopting an operating budget for the Fiscal Year 2021-22.

MOTION BY COUNCILOR WEDLAKE, SECOND BY VICE MAYOR ZANNOTTI TO ADOPT RESOLUTION NO. 2021-15 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

9. ORDINANCES

- a. First Reading

Ordinance No. 3473: an ordinance rezoning a tract of land located at 505 E. 18th Avenue from IL, Light Industrial District, to RSS-PUD, Small Lot, Single Family Residential District – Planned Unit Development

MOTION BY VICE MAYOR ZANNOTTI, SECOND BY COUNCILOR DZIALOWSKI TO ADVANCE ORDINANCE NO. 3473 TO SECOND READING AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

10. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Norman McNickle stated that as of Friday, May 14, 2021, the City of Stillwater's mask ordinance has come to an end. Local conditions have improved and the CDC's recommendations for fully vaccinated individuals have relaxed quite a bit. He reported everyone ages 12 and up can received the

vaccine for free. Mr. McNickle encouraged everyone that can get vaccinated to please do so.

- Mr. McNickle announced Assistant City Manager Paula Dennison will be leaving the City of Stillwater after 17 years of service. He thanked her for her hard work and dedication to the citizens and the City of Stillwater. Mr. McNickle wished her the best of luck in her new position as the city manager for Gretna, Nebraska and presented her a plaque for her years of service.
- c. Miscellaneous items from the City Council:
- Vice Mayor Zannotti reminded citizens to always look for signs indicating the time limit before parking in a spot. It is important to make sure parking is available to all guests who are visiting Downtown Stillwater, Campus Corner and The Strip on Washington Street. Vice Mayor said if you get a ticket while shopping or dining in these areas, go back into the business that was visited and ask to have the ticket validated.
 - Councilor Wedlake stated City Hall will be closed on Memorial Day, Monday, May 31, 2021. He reminded citizens that trash and recycling will be collected as usual, but not yard waste. Dr. Wedlake encouraged citizens to please get vaccinated.
 - Councilor Dzialowski reported that the Splash Pads at both Boomer Lake and Southern woods are anticipated to open on Friday, May 28. The hours of operation are from 10:00 a.m. to 8:00 p.m. every day of the week. The Municipal Pool located in Couch Park will open on Monday, May 31 at 1:00 p.m.
 - Councilor Hawkins reported that on Friday, members of the City Council and the Stillwater Regional Airport Advisory Board were invited to the airport for an update on some of the airport's completed, ongoing and future projects.
 - Mayor Joyce reported the Downtown Stillwater Association is teaming up with active citizens to spend a morning cleaning up our beautiful Downtown. The Downtown Garbage Gather will be held on Saturday, May 29. Volunteers will meet at 8:00 a.m. in Chris Salmon Plaza located at 9th and Main for route assignments and equipment.
- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

None.

12. APPOINTMENTS

- a. Library Board

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR WEDLAKE TO APPOINT KATHRYN ROSS AND DONNA SINNES TO THE LIBRARY BOARD.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

13. ADJOURN

MOTION BY COUNCILOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADJOURN THE MAY 17, 2021 SPECIAL MEETING OF THE STILLWATER CITY COUNCIL.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

The May 17, 2021 special meeting of the Stillwater City Council adjourned at 6:28 p.m.

**WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL**

**TERESA KADAVY
CITY CLERK**

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