



CITY COUNCIL MEETING AGENDA  
MAY 2, 2022  
723 S Lewis Street  
Room 1122B  
Stillwater, OK 74074  
5:30 P.M.

Mayor Will Joyce, Vice Mayor Alane Zannotti, Councilors Amy Dzialowski, Christie Hawkins, & Kevin Clark

**VICE MAYOR ALANE ZANNOTTI WAS ABSENT**

1. Call Meeting to Order
2. Pledge of Allegiance
3. Presentations and Proclamations
  - a. Drinking Water Week
  - b. National Small Business Week 2022
  - c. National Nurses and National Hospital Weeks

4. Consent Docket

*Items listed on the consent docket are routine administrative matters that may be approved without discussion. The Council will take action on these items collectively with a single vote. The requested City Council action is indicated for each item listed. Should a Councilor elect to discuss, amend, revise, or table any item listed on the consent docket, the item will be moved to the section of the agenda titled "Items Removed from the Consent Docket" for consideration and possible action. Additionally, a Councilor or the City Manager may simply ask the Mayor to remove an item from the consent docket prior to action by the City Council and no action will be taken on the removed item at this meeting.*

a.	Approve regular meeting and executive session minutes of April 18, 2022		
b.	Approve budget amendments reflecting an increase to Stillwater Public Library donation revenue account by \$1,210.48 and a corresponding increase in the donation expenditure account	CC-22-68	Stacy DeLano
c.	Approve reappointment of Denise Roberts to the Airport Advisory Board for a three year term expiring in 2025	CC-22-79	
d.	Approve reappointment of Martha McMillian to the Stillwater Public Library Board for a three year term expiring in 2025	CC-22-80	
e.	Approve setting public hearing date of June 13, 2022 for closing of right-of-way at 923 S Lowry Street	Memo	Jeff Mathews
f.	Authorize application by Payne County Youth Services for the 2021 Emergency Solutions Grant and authorize the Mayor to sign the grant documents	CC-22-76	

g.	Authorize application by Mission of Hope for the 2021 Emergency Solutions Grant and authorize the Mayor to sign the grant documents	CC-22-75	
h.	Approve engagement of BT&Co to perform the audit for the City of Stillwater and related Trust Authorities for the fiscal year ending June 30, 2022	CC-22-64	Christy Cluck
i.	Accept the permanent sewer and temporary construction easements required for the Sanitary Sewer Interceptor Replacement Project located at 2425 W. Lakeview and authorize the Mayor to execute the easement documents	CC-22-73	David Barth
j.	Approve setting public hearing date of June 6, 2022 for closing of utility easement directly east of Cancer Center at Stillwater Medical Center	Memo	Jeff Mathews

**CONSENT DOCKET APPROVED AS PRESENTED 4-0**

5. Public Comment on Items not Schedules for Public Hearings

*Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Council at a regularly scheduled meeting on **any item of business listed on the meeting agenda** provided they have submitted a written request prior to the meeting either online at [Request to speak form](#) or via the form found in the lobby outside Council chambers prior to meetings.*

6. Items Removed from Consent Docket

*Items removed from the consent docket are placed on this section of the agenda for discussion, revision, amendment and/or tabling prior to action by the City Council. The City Council may take action, including a vote or series of votes, on items removed to this section of the agenda after the requested discussion, revision or amendment.*

7. Public Hearings

*The Council will hear public comments, discuss, and take action including a vote or series of votes on each item listed as presented or as amended by the City Council unless the agenda entry specifically states that no action will be taken.*

a.	Receive public comment regarding a proposed operating budget for fiscal year 2022-23 <b>REPORT ONLY</b>	CC-22-74	Christy Cluck
b.	Receive public comment regarding proposed amendment to the 2022 amended Stillwater (Re)Investment Plan (a Stillwater Downtown/Campus Link Project Plan) <b>REPORT ONLY</b>		Melissa Reames

8. General Orders

*The Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each item listed as presented or as amended or revised by the City Council unless the agenda entry specifically states that no action will be taken. The requested City Council action is indicated in each agenda entry but may be amended or revised prior to action by the City Council.*

a.	Approve budget amendment appropriating an additional \$36,156 for completion of payment to Contech for the North Apron reconstruction project at Stillwater Regional Airport <b>APPROVED 4-0</b>	CC-22-66	Foster Becquet
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b.	Approve budget amendments reflecting increased revenue from reinsurance claims reimbursements in the amount of \$342,514 and increased expenditures in the amount of \$850,000 from the Self-Insurance Fund reserves for health insurance expenditures through June 30, 2022 <b>APPROVED 4-0</b>	CC-22-65	Christy Driskel
c.	Approve third quarter financial report <b>APPROVED 4-0</b>	CC-22-81	Christy Cluck
d.	Update on Strategic Plan for 2022-2026 <b>UPDATE ONLY/NO ACTION TAKEN</b>	CC-22-78	Becky Taylor
e.	Approve bid recommendation to award Bid #15-21/22 to M-B Companies in an amount of \$695,234 for the purchase of snow removal equipment at Stillwater Regional Airport and authorize the Mayor to sign grant documents <b>APPROVED 4-0</b>	CC-22-70	Paul Priegel
f.	Approve bid recommendation to award bid to Wise Electric in an amount of \$260,375 for base bid and alternate 1 for electrical and lighting upgrades at Stillwater Regional Airport and authorize the Mayor to sign grant documents <b>APPROVED 4-0</b>	CC-22-71	Paul Priegel
g.	Approve recommendation to award bid to Capstone Roofing, LLC. in the amount of \$233,173.14 for roof repairs at Stillwater Regional Airport and authorize the City Manager to execute contract documents <b>APPROVED 4-0</b>	CC-22-77	Paul Priegel
h.	Approve budget amendments reflecting grant funds of \$40,000 received from the American Rescue Plan Act through the Oklahoma Department of Libraries and Institute for Museum and Library Services for the purchase of materials for the eMedia project <b>APPROVED 4-0</b>	CC-22-72	Stacy DeLano
i.	Approve budget amendments reflecting a \$45,000 increase in the federal grant revenue account and a \$45,000 increase in the grant expenditure account for purchase of downloadable materials for the Oklahoma Virtual Library <b>APPROVED 4-0</b>	CC-22-69	Stacy DeLano
j.	Approve budget amendment appropriating funds for the purchase of property located at 2208 W 6 <sup>th</sup> Avenue for \$262,500 plus up to \$2,500 for closing costs and 2214 W 6 <sup>th</sup> Avenue for \$225,000 plus up to \$2,500 for closing costs as part of ODOT's Hwy 51 (6 <sup>th</sup> Avenue) reconstruction project and authorize the City Manager to sign related documents <b>APPROVED 4-0</b>		Melissa Reames

9. Resolutions

*The City Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each resolution listed as presented or as amended or revised by the City Council.*

a.	RESOLUTION NO. CC-2022-12 : A RESOLUTION ACKNOWLEDGING CITY COUNCIL AUTHORIZATION AND APPROVAL FOR THE SUBMISSION OF AN APPLICATION FOR FISCAL YEAR 2022 BIPARTISAN INFRASTRUCTURE LAW (BIL) FUNDS ADMINISTERED BY THE FEDERAL AVIATION ADMINISTRATION FOR AIRPORT INFRASTRUCTURE IMPROVEMENTS AT STILLWATER REGIONAL AIRPORT <b>ADOPTED 4-0</b>	CC-22-67	Paul Priegel
b.	RESOLUTION NO. CC-2022-13: A RESOLUTION FIXING THE AMOUNT OF BONDS TO MATURE EACH YEAR, FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW <b>ADOPTED 3-0 CLARK RECUSED FROM VOTING</b>		Melissa Reames

10. Ordinances

*The City Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each ordinance listed as presented or as amended or revised by the City Council.*

First Read

a.	ORDINANCE NO. 3494: AN ORDINANCE AMENDING ORDINANCE NO. 3407 TO APPROVE THE 2022 AMENDED STILLWATER (RE)INVESTMENT PLAN (A STILLWATER DOWNTOWN/CAMPUS LINK PROJECT PLAN) PURSUANT TO THE OKLAHOMA LOCAL DEVELOPMENT ACT; DESIGNATING AND ADOPTING A PROPOSED INCREMENT DISTRICT AND ADDITIONAL PROJECT AREA; DEFERRING THE NAMING AND ESTABLISHING THE DATE FOR THE CREATION OF THE INCREMENT DISTRICT; ADOPTING CERTAIN FINDINGS; AUTHORIZING THE CITY OF STILLWATER TO CARRY OUT AND ADMINISTER THE PROJECT PLAN; ESTABLISHING A TAX APPORTIONMENT FUND; DECLARING APPORTIONED FUNDS TO BE SPECIAL FUNDS OF THE CITY OF STILLWATER OR THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY; AUTHORIZING THE USE OF INCREMENT REVENUES FOR THE FINANCING OR PAYMENT OF CERTAIN PROJECT COSTS; AUTHORIZING THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY TO CARRY OUT CERTAIN PROVISIONS OF THE PROJECT PLAN; RATIFYING AND CONFIRMING THE ACTIONS, RECOMMENDATIONS AND FINDINGS OF THE REVIEW COMMITTEE AND THE STILLWATER PLANNING COMMISSION; DIRECTING CONTINUING APPORTIONMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY	Melissa Reames
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Second Read

a.	<p>ORDINANCE NO. 3492: AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR THE CITY OF STILLWATER, OKLAHOMA BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CITY OF STILLWATER, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A RETIREMENT COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF RETIREMENT COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES; PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER INCORPORATED CITIES, TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENT AS PART OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; PROVIDING FOR REPEALER AND SEVERABILITY; AND ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE.</p> <p style="color: red;"><b>ADOPTED 4-0</b></p>	
b.	<p>ORDINANCE NO. 3493: AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR THE CITY OF STILLWATER, OKLAHOMA BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CITY OF STILLWATER, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A RETIREMENT COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF RETIREMENT COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES;</p>	

	PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER INCORPORATED CITIES, TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENT AS PART OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; PROVIDING FOR REPEALER AND SEVERABILITY; AND ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE <b>ADOPTED 4-0</b>	
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11. Reports from Officers and Boards

*Announcements and remarks of general interest may be made by Councilors, City Manager or City Attorney. Items of City business that may require discussion or action including a vote or series of votes are listed below.*

- a. Miscellaneous items from the City Attorney
- b. Miscellaneous items from the City Manager
- c. Miscellaneous items from the City Council

12. Questions and Inquiries

13. Adjourn

**ADJOURN 4-0**