

# CITY OF STILWELL

## CITY COUNCIL

### REGULAR MEETING

Monday October 6, 2025 – 5:30 p.m.

City Hall – 20 South First Street

#### City of Stilwell Mission Statement:

“The City of Stilwell is committed to providing an attractive, sustainable and secure environment for the enjoyment of residents and visitors. Fulfilling this commitment requires an open approach to business, a cooperative atmosphere in government, and a concern for the health and safety of all our citizens. Our constant goal is realistic innovation coupled with intelligent planning and quality action resulting in a positive and progressive city both now and in the future.”

#### Call to Order, Invocation, Flag Salute, Roll Call

#### Mayor's Comments:

Public Comments – Comments will be accepted at this time from the general public.

- individuals must sign in with both name and address before discussion on agenda items begins on the sign-in sheet provided for that purpose
- Moderator will call upon each speaker in order of signing until the 15-minute time limit is expired; however, preference will be given to Stilwell residents
- Each speaker will be limited to 3 minutes of speaking time
- The cumulative total of all comments from the public shall not exceed 15 minutes.
- In compliance with the Oklahoma Open Meeting Act, no action or discussion is permitted by the City Council on any issue or topic raised by a speaker during this public comment period unless on the currently published agenda.
- Comments related to a specific agenda item may be allowed at the time the agenda item is addressed.

#### FYI:

1. Payment was made to T-N-T Masonry in the amount of \$30,000.00 for the golf course from account 91-12-645303.

#### Departmental Reports

☐ Police

☐ Fire

☐ Municipal Works

☐ Community Development

## **Consent Agenda**

1. Approval of minutes of Regular Meeting September 2, 2025.
2. Approval of blanket purchase orders in the sum of \$71,406.00
3. Approval of payment of claims for:
  - a. \$269,487.49 from Fund 10 – General
  - b. \$1050.00 from Fund 20 – Capital Improvement
  - c. \$0 from Fund 21 – Fleet management
  - d. \$0 from Fund 30 – Street & Alley
  - e. \$0 from Fund 50 – Cemetery
  - f. \$0 from Fund 60 – Federal Grant Two – Second Street Project
  - g. \$9,855.00 from Fund 90 – Federal Grant One – Safe Routes to School
  - h. \$48,007.52 from Fund 91 – Special Projects – Golf Course
4. Approval of August 2025 payroll in the sum of \$286,841.04

## **Agenda:**

1. Discussion with possible decision to approve, reject, and/or amend possible placement of a Mobile Home on the SE corner of 5th and Olive by Sam and Lisa Hendrickson.
2. Discussion with possible decision to approve rerouting the Ozark Electric line that runs overhead through the new Water Treatment Plant to the west and north of the new buildings.
3. Discussion with possible decision to approve, reject and /or amend payment to NexGen Lawns in the amount of \$578,071.25 for the golf course turf from Special Projects Construction Account # 91-12-645303.
4. Discussion with possible decision to approve, reject and/or amend pay application #2 to Cook Consulting for Second Street rehabilitation and drainage project in the amount of \$225,515.31 from Federal Grant Two—Second Street--Construction Account #60-12-645303.

5. Discussion and possible decision to approve, reject and/or amend payment to North America Fire Equipment Inc. for fire gear in the amount of \$62,628.00 from Capital Improvement—Fire Dept.—Fire Equipment Account #20-06-645300.
6. Discussion and possible decision to approve, reject and/or amend purchase of a 4 seat or 6 seat Electric Golf Cart from Central US Golf Carts Bixby, Ok to be utilized for city events at a cost not to exceed \$15,000 to be paid from Administration Budget.
7. Discussion and possible decision to authorize the mayor to request a change in use of the US Economic Development Administration grant in the amount of \$2,500,000 Investment No. 08-79-05604.
8. Discussion only on bid process for materials such as fencing or concrete and labor jobs.
9. Discussion and possible decision for council clarification and approval of residency requirements, filing dates, and filing form per Adair County Election Board request.
10. Discussion and possible decision to approve, reject and/or amend agreement with Adair County for the city to perform the clerical function for Adair County's Fire and Construction Permitting process.
11. Discussion with possible action to approve, reject and/or amend proposed changes to Article Six—Probationary Period—Failure of Probation in the Personnel Policy Handbook with the following changes:

### **ADDING ITEM C**

#### **ARTICLE SIX—C. FAILURE OF PROBATION**

1. Probation Failure:
  - c. If an employee fails their probation period, or an employee resigns, or is terminated, any accrued leave will be forfeited.

**Possible Executive Session for discussion of Item 12-19 as per Title 25 O.S. 307(B)(1)(2)(3)(4).**

**Possible Return from Executive Session as per Title 25 O.S. 307.(B)(1)(2)(3)(4) and (E)(1)(2)(3)(4).**

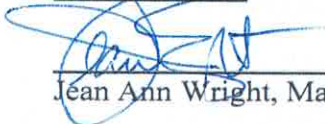
**Public Statement of Executive Session Minutes by Mayor as per Title 25 O.S. 312 (A).**



12. Discussion with possible decision to approve, reject, and/or amend the employment of Hunter Scott as a CLEET certified Police Officer at \$18.92 per hour with all benefits effective September 8, 2025.
13. Discussion with possible decision to approve, reject, and/or amend the employment of Erik Baeza as a non-CLEET certified Police Officer at \$17.00 per hour with all benefits effective September 8, 2025.
14. Discussion with possible decision to approve, reject, and/or amend mayoral appointment of Charley Coombes as Fire Chief with full benefits and an annual salary of \$50,000 effective October 1, 2025. Upon completion of the Fire Fighter 2 training salary will increase to \$55,000.
15. Discussion with possible decision to approve, reject, and/or amend request to hire Tyler Rinehart as a volunteer firefighter.
16. Discussion with possible decision to approve, reject, and/or amend request to change the Stilwell Fire Department's officer positions and salaries.
17. Discussion with possible decision to approve, reject, and/or amend request to hire Kaleb Vann for the open Captain position for the Stilwell Fire Department.
18. Discussion with possible decision to approve, reject, and/or amend request to hire JJ Coombes for the open Lieutenant position for the Stilwell Fire Department.
19. Discussion with City Attorney regarding possible action concerning pending claims and/or other legal matters.

**New Business:** Consideration, discussion and possible approval regarding any matter not known about or which could not have reasonably been foreseen prior to the time of posting (Title 25, O.S. Sec. 311.)

**Adjournment**

  
Jean Ann Wright, Mayor

**ATTEST**

  
Amy Duncan, Acting City Clerk-Treasurer

**Agenda Posted:**      **Friday, October 3, 2025, at 3:30 p.m.**  
                                 **Stilwell City Hall, 20 South First**  
                                 **[www.cityofstilwell.com](http://www.cityofstilwell.com)**

