

CITY OF STILWELL

CITY COUNCIL

REGULAR MEETING MINUTES

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: Time: 5:33 p.m. Coye Nettles—Present, Barrett Harris—Present, Debbie Johnson—Present, Jim Spray—Present, Lane Kindle—Present, Mayor Jean Ann Wright—Present, City Attorney Jeff Jones—Present, City Clerk Treasurer—Larry Nettles—Absent, Amy Duncan—Acting City Clerk Treasure—Present

Guests: Sam Hendrickson, Chad Smith, Mel Fourkiller, Charles Boecher, Shania Merchant, Isaac Merchant, Charley Coombes, Shelldon Miggleto, Cindy Carson, Renee Fite, Shawn Noel, Robbie Coombes, Dale Dandridge, Ross Johnson.

Mayor’s Comments: September was a really busy month. We had 5 staff members attend the Annual OML Conference. October will be busy as well. We just had Indigenous Day at Carson Park, will be having the city wide yard sale, homecoming parade and the fall festival.

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

- | | |
|---------------------------------|------------------------------------------------|
| <input type="checkbox"/> Police | <input type="checkbox"/> Municipal Works |
| <input type="checkbox"/> Fire | <input type="checkbox"/> 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

Motion to approve Consent Agenda: Lane **Second:** Jim
Coye-- yes , Barrett-- yes, Jim--yes , Debbie-- yes , Lane—yes

Motion Carried 5 - 0

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.

Motion to reject: Debbie

Second: Barrett

Coye-- abstain , Barrett-- yes ,Jim--abstain , Debbie-- yes ,Lane—yes

Motion Carried 3 -2

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.

Motion to approve: Jim

Second: Lane

Coye--yes , Barrett-- yes ,Jim--yes, Debbie--yes ,Lane—yes

Motion Carried 5 - 0

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.

Motion to approve: Barrett

Second: Lane

Coye-- yes , Barrett--yes , Jim-- yes , Debbie—yes, Lane--yes

Motion Carried 5 - 0

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.

Motion to approve: Jim

Second: Barrett

Coye—yes ,Barrett-- yes ,Jim-- yes ,Debbie--yes ,Lane—yes

Motion Carried 5 -0

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.

Motion to approve pending Charley Coombes accounting for all equipment on the invoices: Jim **Second:** Barrett

Coye-- yes ,Barrett--yes ,Jim—yes, Debbie—yes, Lane--yes

Motion Carried 5 - 0

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.

Motion to approve: Jim **Second: Debbie**

Coye-- yes ,Barrett--yes ,Jim-- yes ,Debbie-- yes ,Lane—yes

Motion Carried 5 -0

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.

Motion to approve: Lane **Second:** Jim

Coye-- yes ,Barrett—yes ,Jim--yes ,Debbie-- yes ,Lane—yes

Motion Carried 5-0

8. Discussion only on bid process for materials such as fencing or concrete and labor jobs.

Discussion Only

9. Discussion and possible decision for council clarification and approval of residency requirements, filing dates, and filing form per Adair County Election Board request.

Discussion Only

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.

Motion to approve: Lane **Second:** Jim

Coye-- yes ,Barrett-- yes ,Jim-- yes ,Debbie--yes ,Lane—yes

Motion Carried 5 -0

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.

Motion to approve: Lane **Second:** Barret

Coye-- yes ,Barrett-- yes ,Jim--yes ,Debbie-- yes ,Lane—yes

Motion Carried 5 -0

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

Motion to ENTER EXECUTIVE SESSION at 6:45 p.m. by: Barrett

Second: Jim

Coye-- yes ,Barrett-- yes ,Jim-- yes ,Debbie--yes ,Lane--yes

Motion Carried 5 -0

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

Motion to RETURN FROM EXECUTIVE SESSION at 7:48 p.m.

by: Barrett **Second:** Coye

Coye-- yes ,Barrett-- yes ,Jim--yes ,Debbie-- yes ,Lane--yes

Motion Carried 5 -0

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

Items 12-19 were discussed in Executive Session. No other items were discussed, and no action was taken.

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.

Motion to approve: Lane **Second:** Jim

Coye-- yes ,Barrett—yes, Jim—yes ,Debbie-- yes ,Lane—yes

Motion Carried 5 -0

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.

Motion to approve: Jim **Second:** Debbie

Coye--yes ,Barrett--yes ,Jim-- yes ,Debbie--yes ,Lane—yes

Motion Carried 5 -0

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.

Motion to approve: Lane **Second:** Jim

Coye-- yes ,Barrett-- yes ,Jim-- yes ,Debbie-- yes ,Lane—yes

Motion Carried 5 -0

15. Discussion with possible decision to approve, reject, and/or amend request to hire Tyler Rinehart as a volunteer firefighter.

Motion to approve: Debbie **Second:** Coye

Coye--yes ,Barrett-- yes ,Jim--yes ,Debbie-- yes ,Lane—yes

Motion Carried 5 -0

16. Discussion with possible decision to approve, reject, and/or amend request to change the Stilwell Fire Department's officer positions and salaries.

Motion to approve: Barrett **Second:** Jim

Coye-- yes ,Barrett-- yes ,Jim-- yes ,Debbie-- yes ,Lane—yes

Motion Carried 5 -0

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.

Motion to approve: Barrett **Second:** Lane

Coye-- yes ,Barrett-- yes ,Jim-- yes ,Debbie-- yes ,Lane—yes

Motion Carried 5 -0

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.

Motion to approve: Lane **Second:** Jim

Coye-- yes ,Barrett--yes ,Jim-- yes ,Debbie-- yes ,Lane—yes

Motion Carried 5 - 0

19. Discussion with City Attorney regarding possible action concerning pending claims and/or other legal matters.

Discussion Only

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.)

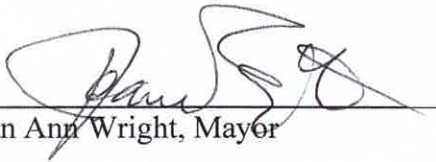
None Discussed

Adjournment

Motion to adjourn: Barrett **Second:** Lane

Coye--yes ,Barrett-- yes ,Jim-- yes ,Debbie-- yes ,Lane—yes

Meeting Adjourned at 7:53 p.m.


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

