

City Council of the City of Waynoka, Oklahoma

Agenda – Regular Meeting

March 19, 2025 @ 5:30 P.M.

City Hall/City Council Chambers | 1765 Cecil Street, Waynoka, Oklahoma 73860

Meeting Called to Order/Roll Call/Declaration of Quorum/Flag Salute/Invocation

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its Mayor, Acting Mayor or Presiding Officer, staff, attorney or to the recommending board, commission, or committee.

All Agenda Items Are for Discussion and Whatever Further Action the City Council Deem Necessary or Advisable to Discharge Their Constitutional and Statutory Powers of Government.

1. Comments from Those Assembled Pertaining to Items on the City Agenda or Citizens presenting their concerns or comments.

Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall sign the signup sheet listing the item such person would like to discuss. The Mayor, Acting Mayor or Presiding Officer, at the beginning of the meeting shall ask the City Clerk whether anyone signed the signup sheet and concerning what specific agenda item. When called the person desiring to speak should raise their hand to be recognized by the Mayor, Acting Mayor or other Presiding Officer. Such a person should stand before the podium and shall address their remarks to that specific agenda item. A maximum three (3) minute address by such person may be provided.

For commentors on items not on the agenda, such persons shall be provided a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body. If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Mayor, Acting Mayor or Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

2. Consent Agenda

All items listed under the consent agenda are deemed to be non-controversial and routine in nature by the governing body. Such items will be approved by one motion of the governing body. The items on the consent agenda will not be discussed. Any member of the governing body desiring to discuss an item on the consent agenda may request that it be removed from the consent agenda and placed in its proper order on the regular agenda. It will then be considered at that time.

- a. General fund Checks in the amount of \$ 72682.05
- b. Hotel Motel in the amount of \$8000.00.
- c. Minutes of the Regular Meeting of February 19, 2025.
- d. Minutes of the Special Meeting of February 26, 2025.
- d. February 2025 Police Report.
- f. February 2025 Code Enforcement Report.
- g. February 2025 Ambulance Report.
- h. February 2025 Fire Report.
- i. Sales Tax Report
- j. Electric Rate Comparison Report

3. Items Removed from Consent Agenda for Discussion.

4. Consider and act on items removed from the Consent Agenda, if any.

5. Proclamations, Commendations, Reports, Inquiries by the Governing Body and Community Matters.

No action may be taken on any report or inquiry made by the governing body during this section of the agenda (unless the item is specifically listed herein below and then action may be taken) and is only for the purpose of identifying issues that may be subject to a future agenda item. Each oral report given should be for the purpose of informing the other members and the public of the activity of the Councilperson and in the event discussion is desired, the item should be placed on the next regular or special agenda. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

- Ward 1,2, 3 and 4 Councilmembers have an opportunity to report any new developments or work performed since the last meeting.
- Any committee report or other report desired to be made not otherwise provided on the agenda

6. Presentation by FCCLA concerning Backpack Drive; Take any action deemed appropriate.

Background: This student group will make a presentation regarding their project or program called Backpack Drive.

Recommendation: Receive presentation and take appropriate action is any.

7. Presentation of FY2022-2023 Audit from Jana Walker.

Background: If the FY2022-2023 Audit is completed it will be presented by Jana Walker at the meeting. The city administration has been told Jana is very close. If not, the item will be continued until the next meeting.

8. Receive Presentation and Take any action necessary on the February Monthly financial Reports from Matt Sutter.

Attachment: February 2025 Financial Report

Recommendation: Receive Presentation; Governing Body should ask questions and receive responses as appropriate.

9. Consider Items Pertaining to the Waynoka Chamber of Commerce:

A. Consider Approval of Contract with the Waynoka Chamber of Commerce for Tourism Development.

Background: Since July 1, 2016, the Waynoka Chamber of Commerce has been assisting the City in the public purpose of tourism development and have been monthly paid through hotel tax funds. This rate of pay has not increased in nine years. It is recommended to increase their monthly compensation by \$300.00 per month. A copy of a proposed contract is enclosed, the term of which would be through June 30, 2026, provided the appropriation is included as a part of the FY2025-2026 General Fund Budget. Subsequent contracts require the approval of both governing boards.

Attachment: Contract

Recommendation: Approval

B. Discuss Chamber Events for FY2025 and Direct Action as appropriate relating to street closures, public property use, refuse, vendors or other issues as are associated with these events.

Background: The Chamber recently met and approved their plans for events for FY2025. This agenda item will permit discussion concerning the subject, dates and times of these events and related items. The City Council can direct action required due to the events pertaining to street closures, public property use, refuse, vendors or other issues as are associated with these events.

Attachment: Chamber Events

Recommendation: Receive presentation and take action as deemed appropriate.

10. Discuss Saddle Club's 2025 Snake Hunt Event and Direct Action as appropriate relating to street closures, public property use, refuse, vendors or other issues as are associated with these events.

Background: The annual Snake Hunt Event occurs next month and the Saddle Club requests the opportunity to discuss the event. The City Council can direct action required due to Snake Hunt pertaining to street closures, public property use, refuse, vendors or other issues as are associated with this event.

Recommendation: Receive presentation and take action as deemed appropriate.

11. Consider Approval of Ordinance No. 2025-___ of the City of Waynoka, Oklahoma, Amending Chapter 2, Section 2-407 of the Waynoka Municipal Code 2024, Providing for the Annual Salary for Mayor of the City; Providing Further that Such Salary shall constitute Full Compensation for all Duties Performed as Trust Manager of the Waynoka Utilities Authority; Providing For Repealer; Providing for the Annual Salary of Councilmembers; Providing for Savings Clause; Providing for Severability; Providing for Codification; Providing for Effective Date; and Declaring an Emergency.

Background: An ordinance was adopted ten years ago setting a \$36,000.00 annual salary, health insurance and 40 hour a week employment for the Mayor. It was repealed at the next regular meeting. The Mayor's work is voluminous, detailed and exhausting and the cost of a mayor's assistant, or City Administrator, as Waynoka has had in the past, under today's market would range from \$70,000.00 to \$90,000.00.

The current \$3600.00 a year salary hardly pays for the gasoline and other expenses required for the work, which are normally not charged or paid either.

Article 23, Section 10 of the Oklahoma Constitution states as follows:

Change of salary during term - Extension of term - Continuance until qualification of successor.

Except wherein otherwise provided in this Constitution, in no case shall the salary or emoluments of any public official be changed after his election or appointment, or during his term of office, unless by operation of law enacted prior to such election or appointment; nor shall the term of any public official be extended beyond the period for which he was elected or appointed: Provided, That all officers within this State shall continue to perform the duties of their offices until their successors shall be duly qualified.

There are no cases which define this constitutional provision. But it appears that the compensation could be legally changed after the filing period and before the election if that was desired.

The City Council may decide to set a different amount of salary for the Mayor or take no action, all at the City Council's discretion. The opportunity to amend the salary for the Council members is also provided. This ordinance is appropriately considered before every general municipal election to determine whether an amendment is warranted and was not suggested by the Acting Mayor.

This ordinance continued until this meeting at the City Council's direction.

Attachment: Ordinance No. 2025-___

Recommendation: Discuss and take action as appropriate

12. Consider Approval of the Emergency Clause for Ordinance No. 2025-___.

Note: At least seven (7) affirmative votes are required to pass the emergency clause.

13. Consider Approval of Contract for Residential Inspection Services with Henry Code Compliance LLC.

Background: The City Attorney misquoted the fee. \$250.00 to act as community development director and \$75.00 per hour for the permitting work and inspection, if directed. He will be present to speak to the issues and any limitations desired to be placed on total costs. A new ordinance providing for increased costs is being developed and will be submitted at the next meeting. The Council requested that this item be continued until this meeting.

Attachments: Discuss and take appropriate action

Recommendation: Discuss, take action as is desired.

14. Consider Nomination of Qualified person as a member of the Waynoka Planning Commission and Confirm if appropriate.

Background: Section 12-101 of the Waynoka Municipal Code 2024 provides in pertinent part:

“There is hereby created a planning commission of the City. Said commission shall be composed of five (5) members, all of whom shall be residents of the city, nominated by the mayor and confirmed by the city council.”

There is one vacancy on the Commission. Should the Mayor have a nomination, the governing body should consider their appointment.

Recommendation: If a nomination occurs, consider appointment of resident to the Waynoka Planning Commission.

15. Consider authorizing the Mayor to execute an amendment to the professional services agreement with RL Shears providing certain amendments to the 3rd phase of the streetscape project and make payment in an amount not to exceed \$10,000.00 or have the state cover the cost with a probable and substantial delay or proceed without change.

Background: Former Mayor Bradford suggested certain amendments to the 3rd phase of the streetscape project which will require additional engineering. The cost is estimated at \$10,000.00. Would the City Council prefer to authorize the Mayor to execute an amendment to the professional services agreement with RL Shears to provide for the changes to the 3rd phase of the streetscape project and make payment in an amount not to exceed \$10,000.00 or have the state cover the cost with a probable and substantial delay or proceed without change. Will request that Former Mayor Bradford explain the changes by email or in person.

Attachment: Email of explanation attached

Recommendation: Take action as desired

16. Consider Approval of Ordinance No. 2025-__ of the City Council of the City of Waynoka, Oklahoma, Amending Chapter 18, Section 18-108 of the Waynoka Municipal Code 2024 Entitled “Building, Electrical, Plumbing, and Mechanical Permit and Inspection Fees and Plan Review”, Amending Section 18-109 Entitled “Registration Fees”, Reserving Section 18-110 and Amending Section 18-111 Entitled “Permit to Move Buildings or Structures:” Entitled “Temporary Storage Containers”, Providing for an Increase in Certain Building and other Permit Fees, Plan Examination Fees and Inspections; Providing for Repealer; Savings; Codification; Severability; Penalty; and Declaring an Emergency.

Background: The current building, inspection and plan review fees are insufficient to cover the City’s costs of administering a meaningful plan review, permitting and inspection service, when required. Suggested fees are provided. Additional study on the issue may be warranted of desired by the Council.

Attachment: Ordinance No. 2025-__

Recommendation: Discuss and if deemed appropriate, approve

17. Consider Approval of the Emergency Clause for Ordinance No. 2025-__.

Note: At least seven (7) affirmative votes are required to pass the emergency clause.

18. Consider Approval of Ordinance No. 2025-__ of the City Council of the City of Waynoka, Oklahoma, Amending Chapter 9 of the Waynoka Municipal Code 2024 Entitled “Licensing and Business Regulations”, by the Addition of New Article 7 Entitled “Special Events”; Providing For Section 9-701 Entitled “Definitions”; Providing For Section 9-702 Entitled “Intent and Purpose”; Providing For Section 9-703 Entitled “Police, Fire and EMS Approvals”; Providing For Section 9-704 Entitled “Permit Application and Approval Process”; Providing For Section 9-705 Entitled “Supporting Documentation Required”; Providing For Section 9-706 Entitled “Determination on Application”; Providing For Section 9-707 Entitled “Appeal of Denial of Application”; Providing For Section 9-708 Entitled “Approval and Issuance of Permit”; Providing For Section 9-709 Entitled “Event Access Requirements”; Providing For Section 9-710 Entitled “Safety Requirements”; Providing For Section 9-711 Entitled “Health Requirements”; Providing For Section 9-712 Entitled “Solicitor/Peddler Permit Process”; Providing For Section 9-713 Entitled “Exemption for City, County And State Events”; Providing For Section 9-714 Entitled “Offense and Penalties”; Providing for Repealer; Savings; Codification; Severability; Penalty; and Declaring an Emergency.

Background: This proposed article outlines a procedure for special events, including permit and approval process, appeal to the City Council, and required receipt of other necessary permits, both local, county and state, applying to the sale of alcoholic beverages and the collection and remittance of sales tax.

Attachment: Ordinance No. 2025-__

Recommendation: Consider, discuss and take action as deemed appropriate, including the

establishment of an effective date.

19. Consider Approval of the Emergency Clause for Ordinance No. 2025-__.

Note: At least seven (7) affirmative votes are required to pass the emergency clause.

20. New Business (matters not known about or which could not reasonably be foreseen prior to the time of posting. (Title 25, Section 311A.9 of Oklahoma Statutes as amended).

21. Consider convening into executive session for the purpose of conferring on matters pertaining to economic development of the City of Waynoka, Oklahoma, including the creation of a proposal to assist in the inducement a retail business (restaurant) to open and operate the City limits if public disclosure of the matter discussed would interfere with the development of proposed services and the proposal of inducement (pursuant to Title 25, Section 307C.11 of the Oklahoma Statutes as amended).

22. Reconvene into regular session.

23. Consider the offer of an Economic Development Agreement with the retail business (restaurant) providing for a sales tax rebate and set the terms.

24. Adjourn

This agenda was posted in prominent public view at Waynoka City Hall, 1765 Cecil Street, Waynoka, Oklahoma 73860, prior to 5:00 pm on Friday, March 14, 2025.

By: _____
Felicia Green, City Clerk

Meeting called to order at 5:30p.m. by Interim Mayor Don Cummins, Pledge of Allegiance led by group and invocation given by Sid Judd.

Answering Roll Call: Tim, Jay, Sid, Don, Wes, Keith. Members absent Ronnie Pitts and Ashley Woodall. Visitors: Ana Ramirez, Thomisia Mahaney, Melissa Fiscus, Larance Ramirez, Cherie Truesdale, Mr. and Mrs. Ron Hamett, Brad Perot, Kayla Zook, Johni Bishop, Waylon and Myka Seiger, Dusty Seiger, Austin Durkee, Bill and Charlene Bixler, Aubryanna Delano, Devn Seiger Kaily Curtsinger and Trent Delano.

1. No comments from those assembled.
2. Motion to approve the consent agenda made by Jay and seconded by Wes. Motion carried 6-0.
 - a. General Fund checks
 - b. Hotel Motel checks
 - c. Minutes of regular meeting of February 19, 2025
 - d. Minutes of the special meeting of February 26, 2025
 - e. February Police Report was given to Council.

- f. Code Enforcement was given to Council to review.
 - g. Ambulance report given by Felicia with 8 transfers, 13 transports, 3 treated and released, 2 refusals, 1 pt. evaluated and no Treatment, 1 standby for public safety (fire) and 1 Air Evac. Lucas Training completed and in working process. Awaiting the results from the grant for our two life packs. Lexi Pool Training up and going.
 - h. Fire report given by Felicia Daddy Daughter / Mommy Son dance set for April 12, 2025. The theme is Guns and Roses. Yearly Trap Shoot is May 3, 2025, Lexi Pool training has begun for the firefighters also.
 - i. Sales Tax Report given to council.
 - j. NW Treatment Center Report
 - k. Electric comparison report.
3. No Items removed from the consent agenda.
 4. No action.
 5. No Proclamations, commendations, reports, inquires by governing body and community matters.
 6. Abryanna Delano, Devyn Seiger and Kaily Curtsieger, gave the FCCLA presentation on Backpack Drive. Move to item 10
 10. Myka Seiger discussed the upcoming Snake Hunt and the need for road closures. Corner of Cecil and Main to Missouri and Cecil and Missouri to the ATM machine, for vendors. Motion to close the streets for the Snake Hunt vendors made by Jay and seconded by Sid. Motion carried 6-0 Move back to Item 7.
 7. Jana Walker not here to give presentation on 2022-2023 Audit her report is not ready.
 8. Financial report given by Matt Sutter.
 9. a. Motion to table until May meeting made by Sid and seconded by Tim motion carried 6-0
 - b. Kayla Zook discussed the chamber event for FY 2025 and the need to close the streets for these events. Motion made by Jay and seconded by Sid to close the streets from Cecil and Flynn to end of Missouri and to the end of Main st. and Santa Fe. Motion carried 6-0
 11. Motion to take no action take on Ordinance 2025-888 made by Jay and seconded by Tim Motion carried 6-0
 12. No Action skipped to Number 16.
 16. Motion to approve Ordinance number 2025-887 made by Jay and seconded by Wes. Motion carried 6-0
 17. Unable to declare an Emergency due to not enough votes.
 16. Motion to reconsider until next month's meeting made by Jay and seconded by Tim motion carried 6-0
 18. Motion to table till next month's meeting made by Sid and seconded by Jay needed more information. Motion carried 6-0
 19. Motion to table till next month's meeting made by Jay and seconded by Sid motion carried 6-0
 20. Palma retired from OMPA need to make an appearance from the City of Waynoka.
 21. Motion to convene into executive session at 6:45p.m. made by Tim and seconded by Sid motion carried 6-0
 22. Motion to reconvene into regular session at 7:15p.m. made by Sid and seconded by Jay. Motion carried 6-0
 23. Motion to consider the offer of an economic development agreement with the retail business providing for a sales tax rebate and set the terms, made by Jay and seconded by Sid. Motion carried 6-0

24. Motion to adjourn at 7:20p.m. made by Wes and seconded by Jay. Motion carried. 6-0

Felicia Green City Clerk

Don Cummins, Interim Mayor