

THE MAYOR AND THE CITY COUNCIL MET IN REGULAR SESSION MARCH 27, 2023, IN THE MIAMI CIVIC CENTER COUNCIL CHAMBERS AT 6:00 PM WITH THE FOLLOWING MEMBERS PRESENT:

Bless Parker, Mayor
Brian Estep, Councilmember Ward 1 (Arrived at 6:07PM)
Kevin Dunkel, Councilmember Ward 2
Dwain Sundberg, Councilmember Ward 3
Brad Williams, Councilmember Ward 4

Bo Reese, City Manager
Ben Loring, City Attorney
Melissa Moore, City Clerk

The agenda for the meeting was displayed in the main lobby of the Miami Civic Center and by posting on www.miamiokla.net starting at 11:45AM on March 24, 2023, pursuant to 25 O.S §311(9) (a) and (b).

THE COUNCIL MAY TAKE ANY OF THE FOLLOWING ACTIONS: DISCUSS, CONSIDER AND VOTE FOR APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ANY ITEM LISTED IN THIS AGENDA:

1. Call to Order

Mayor Parker called the meeting to order at 6:00PM.

2. Pledge of Allegiance

Mayor Parker led the pledge of allegiance.

3. Discussion of Roofing and Hail Damage/Consumer Alert

Kristi McClain explained that itinerant vendor licenses continued to be issued by the customer service representatives. Due to the increase in roofing contractors filing for permits, the customer service representatives assisted the community development department with checking to ensure that roofing contractors were registered with the state, licensed by the City, and issued permits. Permit fees are fifty dollars (\$50.00).

The City utilized Facebook, digital boards, and signs to remind citizens that they should make sure the roofing contractor is licensed and registered before beginning work. The City issued seventy (70) roofing permits and nine (9) roofing licenses to contractors in the month of March. Staff recommends that citizens contact the state to check on specific contractors.

Councilmember Estep arrived at 6:07PM.

Bo Reese explained that the digital board on Main Street by the Civic Center is not working, and is cost prohibitive to fix. Private digital boards were utilized and will continue to be utilized as needed.

No action taken.

4. Discussion of Revisions to Chapter 24 Section 24-28 of the Code of Ordinance Titled "Service Deposits Required"

Ben Loring explained the service deposit for a citizen not in good standing or without utility history in the current ordinance is twice the monthly average and is based on the prior usage at the home. Staff recommend continuing the deposit of one hundred fifty dollars (\$150.00) for those with good history. Staff also recommend the deposit for those not in good standing or without a utility history be lowered to three hundred dollars (\$300.00). Callie Hilburn reported that there have been five hundred forty-three (543) service deposits received within the last year. Fifty-three (53) of the service deposits required a deposit above one hundred fifty dollars (\$150.00). Hilburn explained that setting a standard deposit would leave less room for human error. Bo Reese explained with the current ordinance citizens without a utility history could be expected to pay a large service deposit. Reese explained that he recommends lowering the deposit amount to the amount recommended by

staff to motivate people to move here and the risk to the City of doing so is low. All customers are going to get the deposit back either through credit, check, or usage. The service deposit change would not be retroactive. Mayor Parker thanked Hilburn for her work for the citizens.

No action taken.

5. Discussion of Occupational Tax Amounts - Under Alcohol Modernization

Ben Loring explained that the state allows municipalities to charge an occupational tax. Staff recommends enacting changes to the occupational tax before the upcoming fiscal year, so that the new tax amounts would go into effect at the beginning of the fiscal year. Loring and Bo Reese explained that there is a recommended fee schedule in the packet based on research from other municipalities and state statute. A merchant who sells both beer and liquor will only need to obtain one license. The tax would be charged for each separate sales location. The following options were discussed: continuing the occupational tax at fifty dollars (\$50.00); gradually increasing the price each year until it reaches the maximum amount, or issuing each listed tax at fifty percent (50%) of the state statute maximum, but not less than two hundred dollars (\$200.00) except where prohibited by state statute. The Council expressed concern about making sure that small businesses were taken into consideration when making the final decision. Loring explained that the ABLE Commission determines the designation. Staff would charge the occupational tax based on the ABLE Commission designation. The ordinance will be brought back to Council for approval with the occupational taxes at fifty percent (50%), but not less than two hundred dollars (\$200.00) except where prohibited by state statute.

No action taken.

6. Discussion of Animal Ordinance – Animal Control and Shelter Fee Schedule and Clarification on Distinctions Between Criminal and Administrative Enforcement and Violations

Maycee Wilkins explained that the recommended fee schedule is included in the packet. The purpose of imposing fees is to cover the cost of the shelter and shelter operations. Wilkins explained that the community cat caregiver permit is at no charge because this is part of the catch, neuter, and release program. The cat caregivers keep track of the stray cats and report to animal control when a new cat has joined the group, so that they can catch, neuter, and release the cat. Kevin Browning explained that there is a fee for killing a wild bird. The ordinance also modifies and clarifies whether the offenses are administrative or criminal. Citizens who do not want to have their pet spayed or neutered can fill out permit application and pay a fifty-dollar (\$50.00) fee per animal that will let the animal shelter know that if they pick them up then they are not to be spayed or neutered.

No action taken.

7. *Action Item* Ordinance 2023-01 Renaming Goodrich Boulevard to Admiral Trussler Boulevard and Amending City Code of Ordinances at Chapter 23, Article 4, Division 4, Section 23-179, Subparagraph 13, to Reflect the Change of Street Name

Ben Loring explained that this is the final version and will officially change the name of the street. The name change is because Goodrich has been gone for many years and this is a way to honor Admiral Trussler for his accomplishments.

Councilmember Estep moved to approve ordinance 2023-01. Councilmember Dunkel made the second. The Council was polled with the following results:

Estep, Aye Dunkel, Aye Williams, Aye Sundberg, Aye Parker, Aye

Mayor Parker declared the motion carried.

8. Discussion of Conflict of Interest Disclosure Form

Ben Loring explained that this form will allow Councilmembers to disclose conflicts of interest or perceived conflicts of interest so that staff will know if there is a bill on the claims list that needs to be removed and voted upon separately. Loring explained that Councilmembers do not have to abstain from utility bills. The disclosure form will be brought back to the next Council meeting.

No action taken.

9. *Potential Action Item* Other New Business, if any, Which has Arisen Since the Posting of the Agenda and Could not Have Been Anticipated Prior to the Time of Posting (25 O.S. § 311(9))

None.

10. The Meeting Will be Continued From Council Chambers and Reconvened in the Staff Room for Purposes of the Executive Session

The Council continued the meeting from the Council Chambers at 7:08PM and reconvened in the staff room at 7:12PM.

11. Executive Session Pursuant to 25 O.S. 307(B)(1) for Purposes of Discussing the Employment, Hiring, Appointment, Promotion, Demotion, Disciplining, or Resignation of any Individual Salaried Public Officer or Employee, to wit: Chuck Chesnut; Ben Loring; and Bo Reese

Mayor Parker asked Cindy Vanover and Melissa Moore to remain for the executive session.

Councilmember Dunkel moved to go into executive session for the reason stated in the agenda with the people listed above. Councilmember Estep made the second. The Council was polled with the following results:

Dunkel, Aye Estep, Aye Williams, Aye Sundberg, Aye Parker, Aye

Mayor Parker declared the Council in executive session at 7:12PM.

Mayor Parker declared the Council out of executive session at 7:39PM.

The Council reconvened the regular meeting at 7:39PM.

12. *Possible Action Item* on Matters Addressed in Executive Session Agenda Item Number 11

Councilmember Estep moved to approve the amended employment contracts for Ben Loring, Chuck Chesnut, and Bo Reese to include the terms discussed in executive session. Councilmember Dunkel made the second. The Council was polled with the following results:

Estep, Aye Dunkel, Aye Williams, Aye Sundberg, Aye Parker, Aye

Mayor Parker declared the motion carried.

13. *Action Item* Adjournment

Councilmember Dunkel moved to adjourn. Councilmember Sundberg made the second. The Council was polled with the following results:

Dunkel, Aye Sundberg, Aye Williams, Aye Estep, Aye Parker, Aye

Mayor Parker declared the meeting adjourned at 7:40PM.


Councilmember Williams


Councilmember Sundberg


Councilmember Dunkel


Councilmember Estep


Mayor Bless Parker

ATTEST: 
Melissa Moore, City Clerk

