

**BOARD OF CITY COMMISSIONERS
REGULAR MEETING**

April 10, 2023

6:00 P.M.

**COUNCIL CHAMBERS
113 N ELM ST
SALLISAW, OK 74955**

A G E N D A

- 1. Meeting Called to Order**
- 2. Declaration of a Quorum**
- 3. Installation of Ernie Martens, Mayor, and Terry Franklin, Chief of Police**
- 4. Removal of any Item from the Consent Agenda**
- 5. Consent Agenda**
 - (a) Consider Approval of Regular Minutes of March 13, 2023
 - (b) Acknowledge Invoice Paid Report for March 2023
- 6. Consider any Item Removed from the Consent Agenda**
- 7. Receive Presentation From Tammie Hope Concerning the Denial of City Fine for Animal Charges; Possible Direction to Staff**
- 8. Discuss and Consider Approval of Resolution 2023-02; *A Resolution Approving and Adopting the Publication of the Penal Ordinances with Supplements***
- 9. Discuss and Consider Approval of Administrative Policy 1.015.00, Version 2, Recognition of Citizens and Organizations.**
- 10. Conduct Public Hearing for the Purpose of Receiving Questions and/or Comments Concerning the Intent to File an Application for Financial Assistance**

with the US Department of Agriculture, Rural Housing Services for the City of Sallisaw Storm Siren Project.

- 11. Approval to Cast Official Ballot for Tim Lyon, City Manger, City of Midwest City, Pam Polk, City Manager, City of Collinsville, and Russ Meacham, Chief Financial Officer, City of Perry, for the Board of Trustees for the Oklahoma Municipal Assurance Group**
- 12. Discuss and Consider Staff's Request to Reject Bids for Tree Trimming Services**
- 13. Receive Update on Current and Future Projects; Possible Direction to Staff**
- 14. Receive Update on the Financial Status of the City and Activities of the Finance Department; Possible Direction to Staff**
- 15. Receive Update on Economic Development and Grant Activities; Possible Direction to Staff**
- 16. Administrative Reports**
- 17. Adjourn**

Posted: April 6, 2023

Time: 3:15 P.M.

KIM JAMISON

MINUTES
BOARD OF CITY COMMISSIONERS
REGULAR MEETING
MARCH 13, 2023

The Board of Commissioners met in a regular meeting on March 13, 2023, in the Council Chambers, 113 N. Elm Street, Sallisaw. Notice of the meeting was given by emailing to Sequoyah County Times; by posting at city hall on March 10, 2023 at 10:15 a.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Ernie Martens, Ronnie Lowe, Josh Bailey, Kristin Peerson,	Mayor Member, Ward 1 Member, Ward 2 Member, Ward 4
Members absent:	Julian Mendiola,	Member, Ward 3
Staff present:	Keith Skelton, John R. Montgomery, Kim Jamison, Robin Haggard, Keith Miller, Terry Franklin, Jessica Robertson, Christian Sizemore, Clint Smith, Kayle Griffin, Jacob Acker, Blakely Smith, Chris Gilliam, Summer McGarrah, Amy Edwards, Micki Kimble,	City Manager City Attorney City Clerk Director of Finance Building Development Director Chief of Police Business Support Manager Network Manager IT Manager Chief Accountant Network Technician Superintendent - Electric Code Enforcement Officer Outreach Coordinator Prevention Services Director Special Projects Coordinator
Others present:	Lynn Adams; Charles Richardson; Others Unidentified	

1. Meeting Called to Order

Mayor Martens called the meeting to order. Meeting began at 6:00 p.m.

2. Declaration of a Quorum

A quorum was declared present.

3. Presentation to Retiree Charles F. Richardson

The City Manager presented retiree Charles "Chuck" Richardson with a watch and thanked him for his service to the City. He wished him the best in his retirement.

4. Removal of any Item from the Consent Agenda

None.

5. Consent Agenda

a Consider Approval of Regular Minutes of February 13, 2023

b Acknowledge Invoice Paid Report for February

Motion was made by Lowe, seconded by Peerson, for approval of the consent agenda.
Vote: Lowe aye; Peerson aye; Bailey aye; Martens aye. Motion carried 4-0.

6. Consider any Item Removed from the Consent Agenda

None.

7. Receive Presentation from City Staff and Sallisaw NOW Regarding the Narcan Distribution Program and Submittal of Application For New FR CARA Grant; Possible Direction to Staff

Amy Edwards, Prevention Service Director, gave a brief highlight, noting that Sallisaw NOW was now in every school in the county presenting their fentanyl program. Sallisaw NOW has been a Coalition since 2007, and has received 5.8 million in grant funds over five (5) different grants. We are currently in the process of submitting an application for an additional four (4) years through FRCARA. Micki Kimble, Special Projects Coordinator, gave a presentation on Sallisaw NOW. She noted that the main objective

was to equip all members of the community as a first responder in the event of an opioid overdose through the use of Narcan. She listed the various programs that have been implemented. 4,161 individuals have been trained in the use of Narcan and 3,256 kits have been distributed. In 2022, Sequoyah was ranked as 20th for overdose death rate, down from being ranked 7th in 2017.

8. Conduct Public Hearing to Determine if the Property Located at 306 South Dogwood Street is a Public Nuisance; Case No. 02-23-2C, Condemnation of Dilapidated Structure; and Possible Direction to Staff to Abate Nuisance

Mayor Martens opened the public hearing at 6:13 p.m.. Chris Gilliam updated the Council, noting that there had been no progress since the last meeting. Also, there has been no contact. The public hearing closed at 6:16 p.m. Motion was made by Peerson, seconded by Lowe, to declare 306 S. Dogwood Street a public nuisance and directed staff to abate. Vote: Peerson aye; Lowe aye; Bailey aye; Martens aye. Motion carried 4-0.

9. Discuss and Consider Approval of Resolution 2023-01; A Resolution Approving Execution of Deed (Property at 514 West Argyle Avenue)

Motion was made by Peerson, seconded by Bailey, for approval of Resolution 2023-01. Vote: Peerson aye; Bailey aye; Lowe aye; Martens aye. Motion carried 4-0.

10. Discuss and Consider Approval of Ordinance 2023-05; An Ordinance Amending Chapter 1, Section 1-8(c), to the Sallisaw Code of Ordinances, Repealing Section 1-8(c) and Adopting and Enacting the Following New Section 1-8(c) to the Sallisaw Code of Ordinance; and Declaring an Emergency.

Motion was made by Bailey, seconded by Lowe, for approval of Ordinance 2023-05. Vote: Bailey aye; Lowe aye; Peerson aye; Martens aye. Motion carried 4-0. Motion was made by Bailey, seconded by Peerson, for approval of emergency clause. Vote: Bailey aye; Lowe aye; Peerson aye; Martens aye. Motion carried 4-0.

11. Discuss and Consider Approval of Staff's Request to Invest the Sallisaw Reserve Certificate of Deposit with Armstrong Bank for 273 Days at 4.15% Interest

Motion was made by Peerson, seconded by Bailey, for approval to invest the Sallisaw Reserve Certificate of Deposit with Armstrong Bank for 273 days for 4.15% interest. Vote: Peerson aye; Bailey aye; Lowe aye; Martens aye. Motion carried 4-0.

12. Discuss and Consider Approval of Staff's Request to Reinvest the Cemetery Fund Certificate of Deposit with National Bank of Sallisaw for 273 Days at 4.06% Interest

Motion was made by Bailey, seconded by Peerson, for approval to reinvest the Cemetery Fund Certificate of Deposit with National Bank of Sallisaw for 273 days at 4.06%. Vote: Bailey aye; Peerson aye; Lowe aye; Martens aye. Motion carried 4-0.

13. Discuss and Consider Approval of Purchase Order No. 97229, Issued to SignalTek of Oklahoma City, OK, in the Amount of \$28,250.00 for the Removal and Installation of One (1) Traffic Signal Pole.

Motion was made by Lowe, seconded by Peerson, for approval of Purchase Order No. 97229 in the amount of \$28,250.00. Vote: Lowe aye; Peerson aye; Bailey aye; Martens aye. Motion carried 4-0.

14. Discuss and Consider Approval of Purchase Order No. 97212, Issued to IPS Construction of Sallisaw, OK, in the Amount of \$87,000 For The Installation of Sixteen (16) Metal Dugout Covers at the Sports Complex

Motion was made by Peerson, seconded by Lowe, for approval of Purchase Order No. 97212 in the amount of \$87,000.00. Vote: Peerson aye; Lowe aye; Bailey aye; Martens aye. Motion carried 4-0.

15. Discuss and Consider Approval of Staff's Request to Rescind Prior Approval to Utilize Up To \$326,000 in the Capital Improvement Fund Budget For Purchase of Vehicles

It was noted that we are currently still unable to obtain fleet vehicles. Motion was made by Lowe, seconded by Bailey, to rescind prior approval to utilize up to \$326,000 in the capital improvement fund budget for purchase of vehicles. Vote: Lowe aye; Bailey aye; Peerson aye; Martens aye. Motion carried 4-0.

16. Consider Approval of Letter of Engagement for Professional Services with RS Meacham, CPA's and Advisors, Clinton, Oklahoma, for Consulting Services Related to Financial Matters of the City of Sallisaw

Robin Haggard reviewed the letter of engagement with Council. Motion was made by Lowe, seconded by Peerson, for approval of Letter of Engagement for Professional Services with RS Meacham, CPA's. Vote: Lowe aye; Peerson aye; Bailey aye; Martens aye. Motion carried 4-0.

17. Consider Approval of Audit Engagement Letters with Foresight Advisory & Consulting of Oklahoma City, Oklahoma, for Fiscal Year 2023 Audit Services and Landfill Calculations

This item was reviewed by Robin Haggard. Motion was made by Peerson, seconded by Lowe, for approval of Engagement Letters with Foresight Advisory and Consulting. Vote: Peerson aye; Lowe aye; Bailey aye; Martens aye. Motion carried 4-0.

18. Receive Update on Current and Future Projects; Possible Direction to Staff

Keith Miller gave an update on current and future projects. No direction was given.

19. Receive Update on the Financial Status of the City and Activities of the Finance Department; Possible Direction to Staff

Finance Director noted that the sales/use tax remained positive. She noted that budget preparation work had begun. No direction was given.

20. Receive Update on Economic Development and Grant Activities; Possible Direction to Staff

The City Manager gave a brief update. No direction given.

21. Administrative Reports

Administrative reports from the City Manager: There will be a Chunk your Junk event on April 15th. The crews have started removal of the ballfields. Looking for a grant for rehab at J. Reynolds Park. Personnel budget information was reviewed. Need to raise the bottom end (lower pay grades) of the pay scale, not just the top.

22. Adjourn

Motion was made by Lowe, seconded by Bailey, for approval to adjourn the meeting there being no further business. Vote: Lowe aye; Bailey aye; Peerson aye; Martens aye. Motion carried 4-0. The meeting ended at 7:09 p.m.

Approved this 10th day of April 2023.

Ernie Martens, Mayor

ATTEST:

Kim Jamison, City Clerk

(SEAL)

AGENDA ITEM COMMENTARY

Meeting Date: April 10, 2023
Board: Board of City Commissioners
Subject: Animal Issues

ITEM TITLE: Receive Presentation From Tammie Hope Concerning the Denial of City Fine for Animal Charges; Possible Direction to Staff

INITIATOR: Tammie Hope

STAFF INFORMATION SOURCE: Tammie Hope

BACKGROUND: Ms. Hope has requested time to address the Council concerning animal issues she has had at her location.

EXHIBITS: 1. Statements

KEY ISSUES: NA

FUNDING SOURCE: NA

RECOMMENDATION: Receive presentation. Possible direction to staff if needed.

Tammie Hope has requested to be on the Agenda complaining on not filing a court case on "Dangerous Dog." Attaching copies of statement of the parties involved, along with typed statement for easier reading. The problem I saw of her possible case was the fact that she had several dogs that were not on a leash or restrained and her yard was not fenced and her dogs started barking at the neighbors dogs that were both inside a fence and restrained by chains. She should have had her dogs under her actual physical control as required by the Sallisaw City Code. She admitted that she violated the city code.

TYPED STATEMENT OF: TAMMIE HOPE

Saturday, February 25, 2023 @ approximately 3:15 p.m. - 3:20 p.m.

I was walking my son's two Huskeys on leashes; on my property, with my three little chihuahauhas in tow, off leashes. Fancy, Peaches & Chomper ... As I made my way around the side of my and around to the back side of my house; on my property; the chihuahauhas started barking, because James's dog, the neighbor joined with my property on the north side... They look to me to be some kind of hound & perhaps mastive mix, really big dogs; the one that escapes all the time despite being chained in a fenced yard, was barking & growling @ my little dogs. Fancy my 4lb. 4 year old tri color long haired chihuahauha was barking loudest of the three, when all of a sudden the bigger one of James's dogs broke the chain and jumped the fence yet again...jumped on my little dog & continued to bite & maul her; I was yelling for her to come before he did this & making my way to her to scold her & when I was about 5 ft away from her; her standing next to the back of my house next to my back bedroom window, where he attacked her; she was screaming & crying; I was screaming for someone to help my baby; when James a few minutes later jumped the fence & tried to pull his dog from mine, he wouldn't let go until James hit him, then James took approximately 100-120 dog back over the fence Before James jumped the fence I let the Husky named Nanook go hoping she would get James's dog off of my fancy girl, but she ran to the house...When Fancy was free, she ran off. I started going as fast as I could w/the other husky Yaki in tow...and hyperventilating & crying & screaming for fancy & Nanook; when I got to the front of my house Nanook was waiting @ the door, I let her & the others back in the house as I continued crying & screaming for Fancy as I came back around the north side of the house to see a young man running toward me, & ask me what was wrong, he told me he was a volenteer firefighter, & ask me to please sit down & calm down & because he was worried about me & he would look for fancy, but I couldn't calm down, I was so afraid she was or was going to be dead...It was so Horrible...This dog is VISIOUS! This is not the first time of him escaping & trying to eat the cats; Hes come up behind me & my son & growled if we hadn't turned around we would have been bitten...I found Fancy in the cat box on the porch where I couldn't see her...when I picked her up she had a punture wound just below her ribs on her left side that was bleeding & bubbling in the punture wound, there was blood everywhere the fireman looked & said it didn't look too bad but he would get her to a vet immediately in the meantime another fire fighter showed up, they were both worried more about me...I told them I had afib & he said you really need to sit & calm down after I got fancy wrapped in a blanket I call the Sallisaw Police, and James said "WHAT ARE YOU DOING???"

*This statement is true to the best of my knowledge: Tammie D. Hope
(Signed:) Tammie D. Hope*

Saturday, February 25, 2023
@ approximately 3:15pm - 3:20pm
I was walking my son's two Huskies
on leashes; on my property, with
my three little Chihuahuas in
tow, off leashes. Fancy, Peaches &
Chomper.... As I made my way
around the side of my and
around to the back side of my
house; on my property; the Chihuahua
started barking, because James's dog
the neighbor rejoined with my
property on the north side....
They took to me to be some
kind of hound & perhaps Mastive mix,
really Big dogs; the one that escapes
all the time despite being chained
in a ~~fence~~ fenced yard, was ~~barking~~
barking & growling @ my little dogs
Fancy, my ~~1/2~~ 4/16. 4yr old tri color
long haired Chihuahua was barking
loudest of the three, when all of
the sudden the bigger one of
James's dogs broke the chain ~~and~~

and jumped the ~~fence~~ fence yet
again... I jumped on my little dog +
continued to bite + maul her, I was
yelling for her to come before he did
this + making my way to her to scold
her + when I was about 5ft away
from her; her standing next to the
Back of my house next to my
Back Bedroom window, where he
attacked her. She was screaming +
crying; I was screaming for someone to
help my baby; when James a few
minutes later jumped the fence +
tried to pull his dog from mine
he wouldn't let go until James
hit him; then James took approx-
ately 100-120 dog back over the fence
Before James jumped the fence I let the
husky named Nanook go hoping she
would get the James dog off of my
Jancy girl, But she ran to the house...
When Jancy was free, she ran off.
I started going as fast as I could
w/ the other husky Yuki in tow on

and hyperventilating + crying + screaming for Jancy + Nanook. When I got to the front of my house Nanook was waiting @ the door, I let her + the others back in the house as I continued crying + screaming for Jancy as I came back around the north side of the house to see a young man running toward me, & ask me what was wrong, he told me he was a volunteer fire-fighter, & ask me to please sit down + ~~calm~~ calm down & because he was worried about me & he would look for Jancy, But I couldn't calm down, I was so afraid she was or was going to be dead... It was so horrible... His dog is VISIOUS! This is not the first time of him escaping & trying to eat the cats: her come up behind me + my son & growled if we hadn't turned around we

would have been bitten... I found
Fancy in the cat box on the
porch where I could see her in
when I picked her up she had a
puncture wound just below her
ribs on her left side that was
bleeding & bubbling in the puncture
wound, there was blood everywhere
the fireman looked & said it
didn't look too bad but he would
get her to a vet immediately
in the mean time another fire-
fighter showed up, they were both
worried more about me... I
told them I had ~~to~~ a fib & he said
you really need to sit & calm down
after I got fancy wrapped in a
blanket I call the Sallisaw
Police, and James said "WHAT
ARE YOU DOING???"

This statement is true
to the best of my
knowledge: Tommie D. Hope
J. D. Hope

PORT SMITH ANIMAL EMERGENCY CLINIC
PATIENT DISCHARGE INSTRUCTIONS

DATE: 2-25-23

OWNER'S NAME: Hope

PET'S NAME: Fancy

WORKING DIAGNOSIS: Dog fight Wounds

MEDICATIONS:

Start this medication: Tonight In the Morning When you get home Other

This medication is for: Antibiotic Pain Anti-Inflammatory Antihistamine Anti-Vomiting/Diarrhea Other

Start this medication: Tonight In the Morning When you get home Other

This medication is for: Antibiotic Pain Anti-Inflammatory Antihistamine Anti-Vomiting/Diarrhea Other

Start this medication: Tonight In the Morning When you get home Other

This medication is for: Antibiotic Pain Anti-Inflammatory Antihistamine Anti-Vomiting/Diarrhea Other

Start this medication: Tonight In the Morning When you get home Other

This medication is for: Antibiotic Pain Anti-Inflammatory Antihistamine Anti-Vomiting/Diarrhea Other

DIET:

- ☒ Normal ☐ No Food or Water for _____ hours ☐ Water Only for _____ hours
☐ Feed small meals of _____ food every _____ hours for _____ days, then gradually increase amount fed while decreasing frequency of meals.

EXERCISE:

- ☒ Confine to crate or small room/pen ☒ Leash walk outside to void only for 14 days
☐ Indoors Only ☒ No running, jumping or stairs ☐ Light exercise only ☐ Normal exercise

BANDAGE CARE:

Keep any bandages clean and dry. If a bandage becomes soiled, wet, or slips, take your pet to your regular veterinarian immediately.

- ☐ YOUR PET HAS A BANDAGE ON THEIR LEG WHERE AN IV CATHETER WAS REMOVED. PLEASE REMOVE THE BANDAGE WITHIN 1 HOUR OF DEPARTURE FROM CLINIC.
☐ DRAINS/SUTURE/WOUND CARE: Use a moist wash cloth to keep the area around drains/sutures/wound clean. Keep pet from licking or scratching at drain/sutures/wounds
☐ KEEP ELIZABETHAN COLLAR ON AT ALL TIMES UNTIL DIRECTED TO REMOVE BY YOUR VETERINARIAN
☐ AN OLD "T" SHIRT WORKS WELL ON MEDIUM TO LARGE SIZED DOGS TO COVER WOUNDS

RECHECK/FOLLOW-UP

- ☐ PLEASE CALL YOUR REGULAR VETERINARIAN AND SCHEDULE AN APPOINTMENT IN _____ DAYS FOR RECHECK/DRAIN REMOVAL/BANDAGE REMOVAL/CONSULT
☐ PLEASE CALL YOUR VETERINARIAN AS SOON AS POSSIBLE TO DISCUSS YOUR PET'S CONDITION
☐ SUTURES/STAPLES SHOULD BE REMOVED IN _____ DAYS.
☐ PLEASE TAKE YOUR PET TO YOUR REGULAR VETERINARIAN AS SOON AS POSSIBLE.
☒ PLEASE CALL YOUR REGULAR VETERINARIAN IF YOUR PET IS NOT IMPROVING WITHIN 12-24 HOURS/DAYS
☒ PLEASE CALL YOUR REGULAR VETERINARIAN OR THE EMERGENCY CLINIC IF YOUR PET IS HAVING ANY PROBLEMS, IS NOT IMPROVING OR SEEMS WORSE IN ANY WAY AT ANY POINT IN TIME.

PLEASE CALL FSAEC (479) 649-3100 IF YOU HAVE ANY QUESTIONS, OR IF YOUR VETERINARIAN IS NOT AVAILABLE!

Signature of Owner or Agent

Signature of releasing Veterinarian

Your pet got an
Antibiotic Injection
That will last for 10-14 days.

Your pet got a
PAIN INJECTION
that may cause
Panting- drooling-drowsiness

INTAKE
5:46 PM
2/25/22

Fort Smith Animal Emergency Clinic

4301 Regions Park Drive, Suite 3

(479) 649-3100

DISCHARGE

Time

Date 2/25/22

Time

Date

Recep/VA

Recep/VA

Owner's Name: TAMMIE HOPE

Pet's Name: Tancy

Dog ☒ Cat ☐ Other ☐

Spouse/Other: N/A

Breed: Chihuahua

Color: TRI

Address:

Age: 4 yrs Male ☐ Female ☒ Spayed/Neutered ☒

City: Sallisaw

State: OK

Zip: 74955

Home Phone:

Vaccines Current? Yes ☐ No ☐

Email Address:

Veterinarian: SALLISAW ANIMAL HOSPITAL

Driver's License:

Current Medications: N/A

Employer:

AUTHORIZATION & RELEASE FOR MEDICAL AND/OR SURGICAL CARE

I, the undersigned as owner and/or agent of the above animal do hereby authorize the veterinarians of the Fort Smith Animal Emergency Clinic and such persons as they designate as their aides and assistants to administer to the patient such diagnostic, therapeutic, anesthetic, and/or surgical procedures as they deem necessary for the care of said animal. I hereby certify that I have read and fully understand the above authorization. I also certify that no guarantee of assurance has been made as the results that may be obtained and I completely release any staff veterinarian, their aides, assistants and the Fort Smith Animal Emergency Clinic from any and all liability due to death, loss, or any decline in condition of my animal while under their care. I also understand and agree to the terms of payment that ALL FEES ARE DUE AND PAYABLE AT THE TIME SERVICES ARE RENDERED.

SIGNATURE: [Signature]

ENTERING COMPLAINT: Attacked by a Mastiff/Hound mix weighing
Probably over 100 lbs.

HISTORY: Spayed
O has budget

Temp.	99.1	Norm.	ABN	ABNORMAL FINDINGS:
Pulse	240		X	- tachycardic, harsh lung sounds
Resp.	35		X	- bilaterally
MM	4+PK			- Abdomen tense on palpation
CRT	2			
Attitude	QAR			
Weight	5.2 lb			
Pain				
(SpO2)			XO	- several areas of significant bruising on ventral abdomen, some acute hemorrhage
(BP)				
VA/Tech	MF			
1. Cardiovascular				
2. Respiratory				
3. Abdomen				
4. Musculoskeletal				
5. Nervous				
6. Urogenital				
7. Eyes & Ears				
8. Lymph Nodes				
9. Skin				
10. Oral Cavity				
11. Other				

RADIOLOGY: ☐ Chest ☐ Abdomen ☐ Other:

LAB: ☐ CBC ☐ Chem ☐ UA ☐ fecal ☐ parvo ☐ felv/felv ☐ other

☐ Accepted ☐ Declined ☐ Waiting for DVM

☐ Accepted ☐ Declined ☐ Waiting for DVM

A: Dog fight wounds - possible thoracic trauma

P: Convenia 0.24cc SQ
Buprenorphine 0.07cc IM

TENTATIVE DIAGNOSIS: Dog fight wounds

CONDITION AT DISCHARGE: ☐ GOOD ☐ FAIR ☐ GUARDED ☐ POOR ☐ CRITICAL ☐ EUTHANIZED ☐ DECEASED

SEE FAMILY DVM: ☐ IMMEDIATELY ☐ In ___ days ☒ If not improving in 12-24 hours ☐ As Needed

Attending Veterinarian:

Veterinarian at Discharge:

Client #

38199

Rads sent with Owner

Rads emailed to DVM

CDL

Fort Smith Animal Emergency Clinic

4301 Regions Prk. Drive Suite 3
Fort Smith, AR 72916
479-649-3100

Patient Chart

Printed: 02-25-23 at 7:00p

CLIENT INFORMATION

Name Tammie Hope (38199)
Address [REDACTED]
Phone [REDACTED]

PATIENT INFORMATION

Name	Fancy	Species	Canine
Sex	Female, Spayed	Breed	Chihuahua
Birthday	02-26-19	Age	4y
ID		Rabies	
Color	Tri Color	Weight	0.00 lbs
Reminded	(none)	Codes	

MEDICAL HISTORY

Date	By	Code	Description	Qty (Variance)	Photo
02-25-23	RS	1030	Examination/Emergency Fee		
		1520000	Convenia Inject 80mg	0.24	
		12905	Buprenorphine inj 0.6 mg/ml	0.07	

INVOICE

Fort Smith Animal Emergency Clinic

4301 Regions Prk. Drive Suite 3
Fort Smith, AR 72916
479-649-3100

Please follow-up with your regular veterinarian as directed.

FOR: Tammie Hope



Printed: 02/25-23 at 7:05p
Date: 02/25-23
Account: 38199
Invoice: 76343

Date	For	Qty	Description	Net Price
Services by Rachel South				
02-25-23	Fancy	0.07	Buprenorphine inj 0.6 mg/ml	21.19
02-25-23		0.24	Convenia Inject 80mg	41.38
02-25-23		1	Examination/Emergency Fee	95.00
Total charges, this invoice...				157.57
Your old balance...				0.00
Total payment(s) received...				157.57
02-25-23 Cash payment				100.00
02-25-23 Visa payment				57.57
Your new balance...				0.00

Please remember that hospitalized patients must be picked up prior to 7am weekday mornings.

TYPED STATEMENT OF: JAMES CARTWRIGHT

(Signed:) *James Cartwright*

02/25/23 Day of Incident

The woman next door was walking 7-10 dogs at the same time and one of her little dogs that as not on leashes came running up to the fence barking at our dogs. One of our dogs broke his hook and jumped the fence. I was watching out our window I seen my dog jump the fence so I ran out and jumped the fence and got ahold of my dog & pulled him back across the fence. But I did see my dog being a little aggressive & he had ahold of the little dog that came to the fence barking but I got my dog off the little dog & put him back up & then I went to the front yard to ask if her dog was OK. So thats when she started saying vulger things & tried to get my wife to come out in the road & fight. There was only 2 bigger dogs of hers on a leash all the other dogs was running wild. Then they the police took me to jail for a f&A city warrant but we had paid it before the court date & had the receipt. They had to let me go. At that time the officers said they would follow us home because apparently the woman called someone to come fight my wife & the police officers told us to go inside & we did. We don't want problems with our neighbors.

James Carmona James Carmona
The woman next door was walking 7-10 dogs at the same time and one of her little dogs that was not on leashes came running up to the fence barking at our dogs. One of our dogs broke his hook and jumped the fence, I was watching out our window I seen my dog jump the fence so I ran out and jumped the fence and got ahold of my dog + pulled him back across the fence, but I did see my dog being a little aggressive. He had ahold of the little dog that came to the fence barking but I got my dog off the little dog + put him back up + then I went to the front yard to ask if her dog was OK. So that's when she started saying vulgar things + tried to get my wife to come out in the road + fight. There was only 2 bigger dogs of hers on a leash all the other dogs was running wild. Then they the police took me to jail for a FTA city warrant but we had paid it before the court date + had the receipt they had to let me go. at that time the officers said they would follow us home. because apparently the woman called someone to come fight my wife + the police officers told us to go inside + we did. We don't want problems with our

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AGENDA ITEM COMMENTARY

Meeting Date: April 10, 2023
Board: Board of City Commissioners
Subject: Public Notice of Codification of Ordinances

ITEM TITLE: Discuss and Consider Approval of Resolution 2023-02; *A Resolution Approving and Adopting the Publication of the Penal Ordinances with Supplements*

INITIATOR: City Clerk

STAFF INFORMATION SOURCE: City Clerk
City Attorney

BACKGROUND: Approval of Resolution 2022-02 will give public notice of the current codification of ordinances of the City of Sallisaw, up to and including December 12, 2022; **Supplement No. 25**

EXHIBITS: 1. City.Resolution 23.02.Penal Ordinance

KEY ISSUES: N/A

FUNDING SOURCE: N/A

RECOMMENDATION: Approval of Resolution 2023-02

RESOLUTION 2023-02

A RESOLUTION APPROVING AND ADOPTING THE PUBLICATION OF THE PENAL ORDINANCES WITH SUPPLEMENTS

WHEREAS, 11 Oklahoma Statutes, Section 14-109, requires that each municipality shall publish penal ordinances and biannual supplements; and

WHEREAS, 11 Oklahoma Statutes, Section 14-110, requires that the municipality adopt a resolution notifying the public of the publication of the penal ordinances and biannual supplements and that a copy of the resolution be filed in the office of the County Clerk; and

WHEREAS, 11 Oklahoma Statutes, Section 14-110, requires that one copy of the permanent volume of ordinances and of the penal supplements be deposited in the County Law Library; and

WHEREAS, the City of Sallisaw, Oklahoma, has adopted and does hereby adopt the Sallisaw City Code, 2004, which includes all ordinances and parts of ordinances of a permanent and general nature passed prior to December 13, 2004 and in effect at the time such Code was adopted, and the City of Sallisaw, Oklahoma, has adopted numerous ordinances during the period of time from December 13, 2004 through December 12, 2022, which have now been placed into the loose-leaf Code of Ordinances of the City of Sallisaw.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SALLISAW, OKLAHOMA, AS FOLLOWS:

SECTION 1.

The public will take notice that the City of Sallisaw, Oklahoma, has adopted and published the Sallisaw City Code, 2004, and adopted and published supplements to the Sallisaw City Code, which code and supplements cover the Ordinances of the City of Sallisaw up to and including December 12, 2022.

SECTION 2.

That three copies of said Sallisaw City Code, as supplemented to December 12, 2022, are kept in the office of the City Clerk of the City of Sallisaw, Oklahoma, for public use, inspection and examination. The City Clerk also has copies of said Sallisaw City Code, as supplemented to December 12, 2022, for sale.

SECTION 3.

The Sallisaw City Code, as supplemented to December 12, 2022, may also be viewed online at www.sallisawok.org.

SECTION 4.

That a copy of this Resolution shall be filed in the office of the County Clerk of Sequoyah County, Oklahoma.

SECTION 5.

One copy of said Sallisaw City Code, as supplemented to December 12, 2022, shall be filed with the County Law Library, Sequoyah County Courthouse, Sallisaw, Oklahoma.

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SALLISAW, OKLAHOMA,
this 10th day of April, 2023.

CITY OF SALLISAW, OKLAHOMA

By:

ERNIE MARTENS, Mayor

ATTEST:

KIM JAMISON, City Clerk

[S E A L]

AGENDA ITEM COMMENTARY

Meeting Date: April 10, 2023
Board: Board of City Commissioners
Subject: Recognition of Citizens and Organizations

ITEM TITLE: Discuss and Consider Approval of Administrative Policy 1.015.00, Version 2, Recognition of Citizens and Organizations.

INITIATOR: City Manager

STAFF INFORMATION SOURCE: City Manager

BACKGROUND: Version 2 of this policy provides additional guidance on renaming of streets, naming/renaming of public facilities, and placement of recognition signage within the community.

EXHIBITS: 1. 1.015.00 Recognition of Citizens Organizations rev 2 April 10 2023

KEY ISSUES: None

FUNDING SOURCE: NA

RECOMMENDATION: Staff recommends approval of Administrative Policy 1.015.00, Version 2.

CITY OF SALLISAW ADMINISTRATIVE POLICY		Policy Number:	1.015.00	Revision	<u>21</u>
		Effective Date	<u>April 10, 2023</u> February 14, 2022		
Subject:	Recognition of Citizens and Organizations				
Department(s):					

Purpose

This policy provides guidance on how citizens or organizations may be recognized via the Board of City Commissioners (BOCC) or the City Manager.

Background

Formal recognition of citizens, organizations, or city employees by the City of Sallisaw is an important aspect of being community oriented. The City of Sallisaw seeks to recognize individuals and organizations for noteworthy contributions and achievements. Types of recognition include, but are not limited to, the issuance of the Key to the City, Proclamation, Certificate of Recognition, street naming, or the presentation of a City Challenge Coin.

Policy/Procedure

A. KEYS TO THE CITY

The Key to the City is a medieval tradition meant to confer trust and honor; it grows from the medieval walled city whose gates were guarded during the day and locked at night. The key symbolizes the freedom of the recipient to enter and leave the city at will, as a trusted friend of city residents. ~Brown University~

The granting of the Key to the City, is the highest honor in which the City of Sallisaw may confer on an individual. Keys to the City will be awarded to an individual to recognize outstanding achievement in public life within the community of Sallisaw. Presentations of Keys to the City, shall be formally recognized upon a proclamation signed by the Mayor of the City of Sallisaw.

Selection Process: All nominations shall be presented to the City Clerk. Upon receipt of a nomination, the City Clerk shall confer with the City Manager and Mayor. Upon selection, the Key to the City may be presented in a private ceremony, or at a public meeting of the Board of City Commissioners. The Mayor, City Manager or City Clerk, shall read the proclamation at the award ceremony.

Criteria to be nominated for the Key to the City include, but is not limited to:

- Must have documented service to the community of Sallisaw for a period exceeding 20 years.

- Service to the community may include service to the city government, Chamber of Commerce, other civic organizations, public schools, youth organizations, or other types of community involvement.
- Honorary visitors to the City of Sallisaw may also be considered for recognition.

A recognition board shall be kept in the official meeting room of the Board of City Commissioners. This board shall list the name of each individual or organization presented a Key to the City, and the date on which it was presented.

B. PROCLAMATIONS

Requests for proclamations may be requested through the office of the City Clerk. Once information is provided, the City Clerk will provide a proclamation for the signature of the mayor. Proclamations may be requested for:

- a) To recognize non-profit organizations.
- b) To recognize community wide events.
- c) To recognize individuals who perform community service.
- d) To recognize special days in honor of individuals, organizations, or events.
- e) To recognize honorary visitors to the City of Sallisaw.

C. CERTIFICATES OF RECOGNITION

Certificates of Recognition are meant to recognize individual or group achievements or contributions to the community. Types of certificates that may be issued include Commendation, Recognition, Appreciation, Accomplishment, In Memoriam, or Acts of Heroism. The City of Sallisaw may also issue Certificates of Recognition to city employees.

D. CHALLENGE COINS

City of Sallisaw Challenge Coins may be issued by the City Manager or members of the Board of City Commissioners for recognition of city employees or community citizens and groups.

E. RENAMING OF STREETS

Renaming of streets after individuals may be considered by the BOCC. Recommendations for renaming of streets shall be submitted in writing to the office of the City Clerk. The City Clerk will then confer with the Mayor, City Manager, and the Building Development department for consideration. If the request is approved to move forward, then the request shall be presented to the Sallisaw Planning Commission for consideration. If approved by the Planning Commission, the request shall then be considered by the BOCC. Approval by the BOCC shall be memorialized in the form of an ordinance.

Street names must be chosen as to be easily identifiable and understood, such that a person/child could remember and pronounce for purposes of dispatching public safety personnel.

F. NAMING OR RENAMING OF PUBLIC FACILITIES

The naming or renaming of city owned public facilities may be considered by the BOCC. Recommendations shall be submitted to the office of the City Clerk. The City Clerk will then confer with the Mayor, City Manager, and the Building Development department for consideration. If approved, the request will be presented to the BOCC for final approval. Approval by the BOCC shall be memorialized in the form of a resolution.

G. RECOGNITION SIGNS

Recognition signs may be considered by the BOCC. Recommendations for recognition signs, along with a mockup of the sign and proposed location, shall be submitted to the office of the City Clerk. The City Clerk will then confer with the Mayor, City Manager, and the Building Development department for consideration. If approved, then the request will be presented to the BOCC for final approval and placement. Approval by the BOCC shall be memorialized in the form of a resolution.

H. MISCELLANEOUS PROVISIONS

- 1) Care should be taken not to duplicate existing names already existing within the community.
- 2) The Board of City Commissioners reserves the right to deny a request for naming/renaming or dedicating a City facility, street, or other real property from any person, business or organization. The consideration by the BOCC will not be based on race, age, color, religion, sex, ancestry, national origin, disability, or place of birth, but on what the BOCC and/or City Staff determines in its sole discretion to be in the best interest of the City.
- 3) Names may be removed from consideration or from a facility if the individual is convicted of a felony or any crime involving moral turpitude, is convicted of a lesser included offense pursuant to a plea when the originally charged offense is a felony or if the individual accepts deferred adjudication for a felony or a crime involving moral turpitude.

References: NA

Rescission Date: NA

This policy shall remain in effect until rescinded or otherwise modified and approved by the Board of City Commissioners.

Mayor, City of Sallisaw

Date: _____

City Manager, City of Sallisaw

Date: _____

Attest

City Clerk

Date: _____

Revision History

Revision 1, February 14, 2022

Revision 2, April 10, 2023

AGENDA ITEM COMMENTARY

Meeting Date: April 10, 2023
Board: Board of City Commissioners
Subject: Public Hearing

ITEM TITLE: Conduct Public Hearing for the Purpose of Receiving Questions and/or Comments Concerning the Intent to File an Application for Financial Assistance with the US Department of Agriculture, Rural Housing Services for the City of Sallisaw Storm Siren Project.

INITIATOR: Economic Development Director

STAFF INFORMATION SOURCE: Economic Development Director

BACKGROUND: The City of Sallisaw has one (1) storm siren that works intermittently and needs replacing. The west side of town has inadequate emergency warning coverage, so another siren will be added to provide citizens with advanced warning of severe weather and tornados.

EXHIBITS:

1. Notice of Public Hearing
2. Sallisaw, OK 2023 Prop 16V1T-B 14V-B
3. Sallisaw OK Map 2020 Current Coverage

KEY ISSUES:

- The USDA will provide funding for 55%, or up to \$50,000.00 of the project costs.
- For the Sallisaw project, turnkey installation of two (2) storm sirens is estimated to be \$65,900.00.
- Based on quotes, USDA would cover \$36,200.00 of the cost, with the city match being \$29,700.00.

FUNDING SOURCE: City Budget
USDA Grant Funding

RECOMMENDATION: Conduct public hearing.

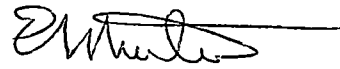
**NOTICE OF PUBLIC HEARING
AND
INTENT TO FILE AN APPLICATION FOR
FINANCIAL ASSISTANCE**

The City of Sallisaw will hold a public hearing on **April 10, 2023**, during the regular meeting of the **Board of City Commissioner's** beginning at **6:00 p.m.** The meeting will be held at the **Council Chambers** located at **113 N. Elm Street**, Sallisaw, Oklahoma. The hearing is to give the citizenry an opportunity to become acquainted with the proposed **Storm Siren Project** and to voice any concerns or comments.

This notice also sets forth the intent of the City of Sallisaw to file an application for financial assistance through the United States Department of Agriculture, Rural Housing Services for the purchase/construction of this proposed project.

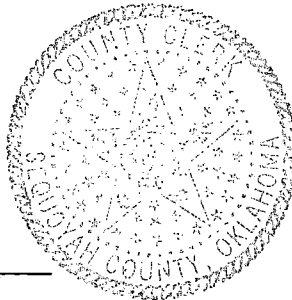
The public is invited to attend.

IN WITNESS WHEREOF, we have hereunto set our hands of the City of Sallisaw, this 24th day of March 2023.



Chairman/Mayor

ATTEST:


City Clerk

STATE OF OKLAHOMA
COUNTY OF SEQUOYAH
This instrument was filed for record in
the County Clerk's Office.

158 MAR 24 2023
At _____ O'clock _____ p.m. and is Recorded
in Book No. _____ Page No. _____
JULIE HAYWOOD, County Clerk
By _____ Deputy

3/24/23 posted:
City Hall
Sequoyah County Court House
Stanley Subito Library

Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

1-800-527-6375

stormsirens@aol.com

March 7, 2023

George Bormann, Director
Sallisaw Economic Development
115 East Choctaw
Sallisaw, Oklahoma 74955

Regarding: Storm Warning Siren

Dear Mr. Bormann:

Sentry Siren, Inc. manufactures 11 different storm warning sirens. As the regional representative for Sentry, my company has over 30 years of experience designing, installing, and maintaining storm warning systems. We have sold nearly 2000 sirens regionally and over 360 sirens in the State of Oklahoma.

Below, you will find updated proposals on the Sentry Models 16V1T-B and 14V-B Storm warning Sirens for the City of Sallisaw. Both proposals are based on the FEMA Guideline for Outdoor Warning.

The Sentry Model 16V1T-B and Model 14V-B are both equipped with battery back-up. The Model 16V1T-B is the same model storm warning siren that my company supplied and installed for the City of Sallisaw in 2012.

The Sentry Model 16V1T-B and Model 14V-B are both omni-directional sirens. As stated in the FEMA, Outdoor Warning-Systems, Technical Bulletin (Version 2.0), January 12, 2006, omni-directional sirens are considered superior to rotating sirens:

4.1 General Considerations for Outdoor Warning Systems, Page 28

"Omni-directional sirens provide greater area coverage than do rotating or directional devices. They provide a more constant signal that improves public alerting in areas with highly fluctuating ambient noise, along with the reinforcing effect of multiple sound sources (up to a 3 dB increase for two adjacent sound sources in the same environmental setting)."

4.4.5 Determining Locations Where Outdoor PAS Devices Should Be Avoided, Page 32

"In situations where there are high fluctuations in the ambient noise level, or near the limits of the audible device range, omni-directional devices present a distinct advantage, in terms of their signal consistency, over rotational devices. For example, because of the reduced duration of its peak sound level in any single direction during its 360 degree sweep, a rotational device will have an overall lower dB level when *assessed across a given time period* than an omni-directional device operating at the same frequency. Additionally, because sound has a reinforcing effect, omni-directional devices can act as sound "boosters" with adjacent audible devices. The effect applies for adjacent omni-directional audible devices as well as to omni-directional devices that are adjacent to rotational or directional devices".

Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

1-800-527-6375

stormsirens@aol.com

Unlike most competitive sirens, the Sentry Model 16V1T-B and Model 14V-B are covered by a **complete 5 year parts and labor warranty**. Sentry is able to offer such a long warranty because they use superior components in the construction of each siren. For example, each Sentry siren uses a continuous-duty, series-wound motor rather than a permanent-magnet motor. The benefit of a series-wound motor is two-fold: as the load on the motor increases, the magnetic field from the coils in the motor increases at the same time, allowing more torque to be generated; and the series-wound motor tends to be more energy efficient and lasts significantly longer than a permanent-magnet motor. **ALL SENTRY SIRENS ARE PROUDLY MANUFACTURED IN THE UNITED STATES OF AMERICA.**

Proposal 1:

The Sentry Model 16V1T-B normally runs from 230 VAC, single-phase, 120 amp electrical service. However, in the event of a power failure, the siren will automatically switch to its bank of rechargeable batteries. Perhaps the key feature of the Sentry Model 16V1T-B is the length of time the siren will run on batteries in a power failure. As is common in Oklahoma, storms frequently come in lines over a 3 or 4 hour period. If the first storm knocks out the power, you may need a siren system that can be sounded 6 or 7 times before power is restored. The Sentry Model 16V1T will run on batteries for a minimum of 30 minutes, cumulative time (10 standard 3 minute signals). **This is twice as long on batteries as most competitive sirens will run.**

Qty. 1 Sentry Model 16V1T-B Stationary Warning Siren

Omni-Directional

2 8 HP Continuous Duty DC Motors

dB Rating at 100 Feet: 129

Range: 5500 Ft Radius/11000 Ft Diameter

Optima 34U Redtop Batteries

Battery Box W/ Dual Pro Chargers

Magnetic Starter in a NEMA 3R Enclosure

Qty. 1 CD&F Model SD2100 Radio Decoder

Weatherproof Cabinet (Lockable)

Antenna

Qty. 1 Installation

40' Class III Wooden Telephone Pole

All Material & Labor

Total Price \$36,950.00, Complete & Installed (Turn-Key)

Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

1-800-527-6375

stormsirens@aol.com

Proposal 2:

Like the Model 16V1T-B, the Sentry Model 14V-B normally runs from 230 VAC, single-phase, 120 amp electrical service and in a power failure will automatically switch to its bank of rechargeable batteries. The Sentry Model 14V-B will also run on batteries for a minimum of 30 minutes, cumulative time (10 standard 3 minute signals). **This is twice as long on batteries as most competitive sirens will run.**

Qty. 1 Sentry Model 14V-B Stationary Warning Siren

Omni-Directional

14 HP Continuous Duty DC Motor

dB Rating at 100 Feet: 127

Range: 5000 Ft Radius/10000 Ft Diameter

Optima 34U Redtop Batteries

Battery Box W/ Dual Pro Chargers

Magnetic Starter in a NEMA 3R Enclosure

Qty. 1 CD&F Model SD2100 Radio Decoder

Weatherproof Cabinet (Lockable)

Antenna

Qty. 1 Installation

40' Class III Wooden Telephone Pole

All Material & Labor

Total Price \$32,950.00, Complete & Installed (Turn-Key)

Both proposals include a 45' class II wooden telephone pole on which either model siren would be mounted as well as all labor and materials associated with the complete installation. The only items that the City of Sallisaw would be responsible for providing would be the siren site, appropriate electrical service to the siren pole and any information needed to program the decoder if controlled by radio or a dedicated landline if controlled by telephone.

Also included with each siren is a CD&F Model SD2100 Radio Decoder. The radio decoder would be 100% compatible with the City of Sallisaw's current storm siren system.

From the date of order, the proposed siren systems can be operational in 8 weeks or less. **No money is due until after all work has been completed.**

As stated, the Sentry Models 16V1T-B and Model 14V-B are covered by a 5 year warranty. The installation, including the pole, is covered by a 5 year warranty. The CD&F Model SD2100 Radio

Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

1-800-527-6375

stormsirens@aol.com

Decoder is covered by a 2 year warranty. 2 The only exceptions to the warranties are vandalism and acts-of-God which should be covered under the City's general insurance.

If you have any questions or would like to make any changes, please contact us at 1 (800) 527-6375 or by e-mail stormsirens@aol.com.

Sincerely,

Cynthia E. Engelbrecht

Cynthia E. Engelbrecht

Vice-President & COO

CEE:st

March 6, 2023



Proudly manufactured in the U.S.A.

Premium Outdoor Warning Systems

Since 1905, Sentry Siren, Inc. has proudly set the standard for hand-made warning sirens in the United States and around the world. Call us today and let our team go to work on your siren system!

www.SentrySiren.com



"We are so pleased with our selection of Sentry Siren, Inc. as our warning siren system supplier. The performance of our Sentry sirens is impressive; they are very reliable and very loud. And the customer service they provide is second to none. We would highly recommend Sentry to anyone looking to invest in their community with a warning siren system."

**-Roger Swint
Fire Chief
City of Morrow Fire Dept.
Morrow, GA**

Model 16V1T-B:

The 16V1T-B is Sentry's largest full AC/DC battery backup siren system. Perfect for large municipalities and noisy industrial environments, the 16V1T-B presents a ground-rattling 129dB(C) with full UPS reliability, even if AC power fails during an emergency.

Key features:

- Rated at 129dB(C) at 100ft.*
- 5,600ft. estimated coverage radius / effective range*
- 16HP, continuous-duty DC motor; 72VDC; requires 1PH, 208-240VAC, 125 amp power service
- Minimum 30 minutes run time from batteries
- Omni-directional (non-rotating) warning siren
- True 360 degree full dB sound output
- 100% maintenance free
- Electro-mechanically generated sound
- 5 year factory warranty
- Powder coated steel construction. Stainless steel available on request.
- Easily replaces aging existing sirens

*Based on Sentry Siren field tests



Proudly manufactured in the U.S.A.

Premium Outdoor Warning Systems

Since 1905, Sentry Siren, Inc. has proudly set the standard for hand-made warning sirens in the United States and around the world. Call us today and let our team go to work on your siren system!

www.SentrySiren.com



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*-Roger Swint
Fire Chief
City of Morrow Fire Dept.
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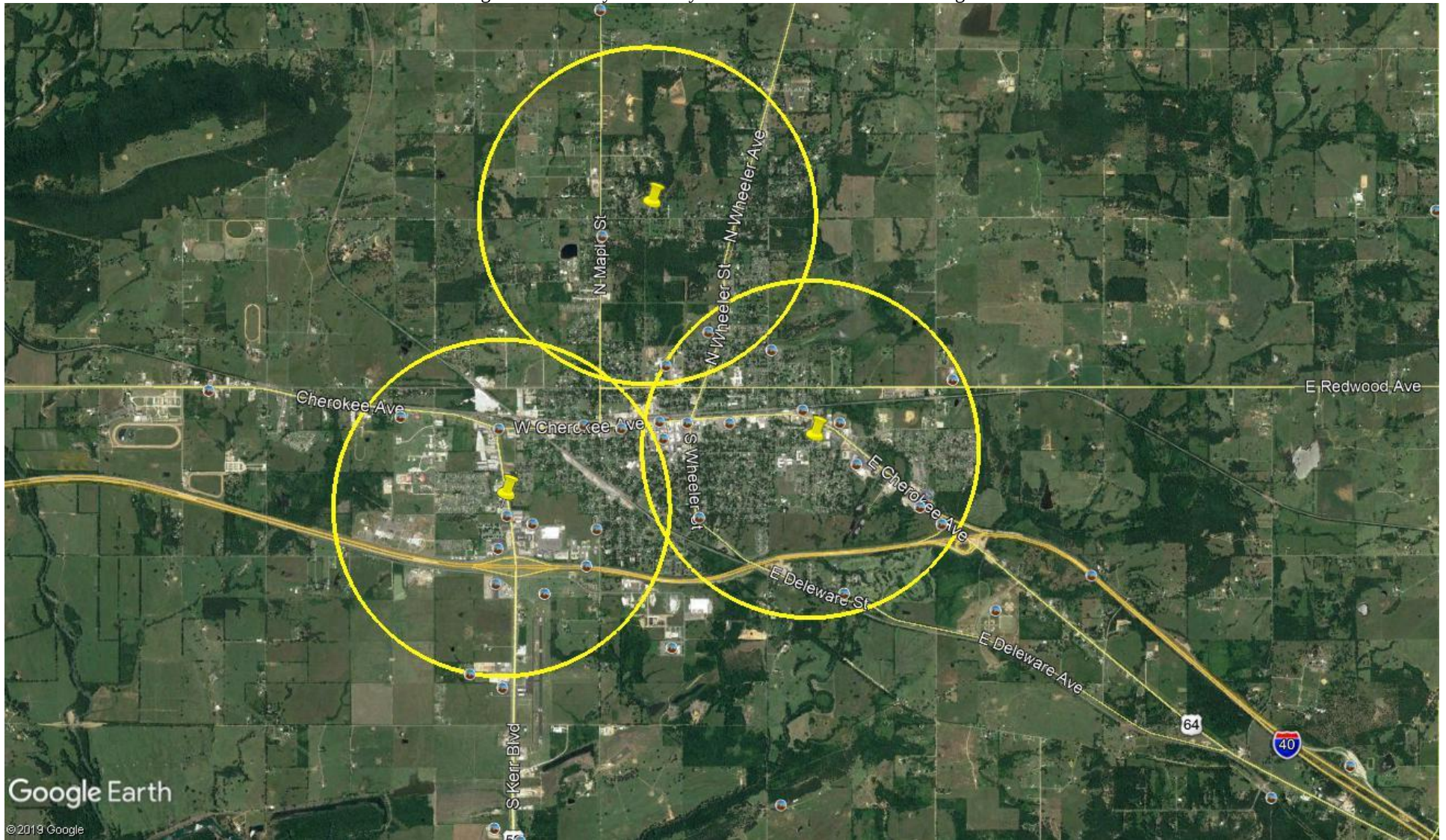
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- Easily replaces aging existing sirens

*Based on Sentry Siren field tests

Siren Coverage Study of Sallisaw, Oklahoma

Coverage from the City's 3 Sentry Model 16V1T-B Storm Warning Sirens



- Siren coverages are approximate and assume perfect conditions.
- Actual coverages may vary based on local terrain, conditions, foliage, structures and other unknown conditions.
- Sentry Siren makes no guarantee that coverage shown will mimic actual, real-world, coverage.
- Coverage area is based on computer generated data and FEMA Guidelines covering atmospheric attenuation.
- Data subject to license and use / reproduction is restricted.

STORM SIRENS, INC.
SERVING THE PUBLIC SAFETY FIELD

1-800-527-6375
www.stormsirensinc.com

AGENDA ITEM COMMENTARY

Meeting Date: April 10, 2023
Board: Board of City Commissioners
Subject: OMAG Board of Directors

ITEM TITLE: Approval to Cast Official Ballot for Tim Lyon, City Manger, City of Midwest City, Pam Polk, City Manager, City of Collinsville, and Russ Meacham, Chief Financial Officer, City of Perry, for the Board of Trustees for the Oklahoma Municipal Assurance Group

INITIATOR: City Clerk
City Manager

STAFF INFORMATION SOURCE: City Clerk
City Manager

BACKGROUND: Three (3) trustee seats on the Oklahoma Municipal League Board of Trustees are up for election. Staff recommends casting the votes for Tim Lyon (Incumbent), City Manager, City of Midwest city, Pam Polk (Incumbent), City Manager, City of Collinsville, and Russ Meacham, Chief Financial Officer, City of Perry.

EXHIBITS: 1. Ballot
2. Lyon

KEY ISSUES: N/A

FUNDING SOURCE: N/A

RECOMMENDATION: Approval to cast official ballot for Tim Lyon, Pam Polk, and Russ Meachan for the Board of Trustees for the Oklahoma Municipal Assurance Group.

BALLOT

OKLAHOMA MUNICIPAL ASSURANCE GROUP

2023 Election of THREE Trustees

For a three-year term starting July 1, 2023

The biographical sketch on the next page for each nominee was written by the person who made the nomination. YOU MAY VOTE FOR THREE (3) NOMINEES.

_____ TIM LYON, City Manager, City of Midwest City (Incumbent)

_____ PAM POLK, City Manager, City of Collinsville (Incumbent)

_____ JUSTIN BATTLES, Assistant City Manager, City of Mustang

_____ BRIAN LINLEY, City Manager, City of Choctaw

_____ RUSS MEACHAM, Chief Financial Officer, City of Perry

_____ ELIZABETH SLOAT, City / Court Clerk, City of Healdton

SIGN AND ATTEST

Ballot cast by the governing body of the municipality of

Signed: _____
Mayor

Attested: _____ Date: _____, 2023
Clerk

FAILURE TO PROPERLY SUBMIT THIS BALLOT WILL INVALIDATE THE BALLOT.

Your Ballot must be received by the OMAG no later than *May 15, 2023*, by:

- (1) emailing the ballot to elections@omag.org;
- (2) sending the ballot to OMAG by mail to 3650 S. Boulevard, Edmond, OK 73013; or
- (3) sending a facsimile of the ballot to OMAG at (405) 657-1401.

SEE REVERSE FOR BIOGRAPHICAL SKETCHES

BIOGRAPHICAL SKETCHES

TIM LYON (Incumbent) Tim Lyon has over 38 years of local government experience specializing in Risk Management, a M.A. in Political Science, and is an accredited City Manager. For the past 23 years, Tim has served Midwest City as the Human Resources Director, Assistant City Manager, and now as the City Manager. **(Midwest City participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)**

PAM POLK (Incumbent) Pam Polk, the ICMA credentialed Collinsville City Manager since 2005, has served Oklahoma municipalities for over 26 years. She currently serves as the Vice-President of OML and was named City Manager of the Year in 2017 and the Oklahoma Women in Municipal Government Woman of the Year in 2020. **(Collinsville participates in the Municipal Property Protection Plan, the Municipal Liability Protection Plan, and the Workers' Compensation Plan.)**

JUSTIN BATTLES Justin Battles is passionate about communities and working with others. As Mustang's Assistant City Manager, he understands the demands cities and towns face continually. Justin has over 20 years of city government experience including tort claims, infrastructure, capital projects and parks. He is a member of CMAO and ICMA. **(Mustang participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)**

BRIAN LINLEY Brian Linley assumed the duties of City Manager of the City of Choctaw and Executive Director Choctaw Utilities Authority on July 1, 2022. As City Manager and Executive Director, he leads a staff of just over 70 to oversee and direct Public Safety, Public Works, Parks and Recreation, and Planning. **(Choctaw participates in the Municipal Property Protection Plan, the Municipal Liability Protection Plan, and the Workers' Compensation Plan.)**

RUSS MEACHAM Russ Meacham, CPA, has served as the CFO for the City of Perry since June 2008. Russ also serves as a consultant to over 40 municipalities across the state, assisting them with their financial needs. Russ's career began at Deloitte & Touche after graduation from the University of Oklahoma. **(Perry participates in the Municipal Liability Protection Plan, the Municipal Property Protection Plan, and the Workers' Compensation Plan.)**

ELIZABETH SLOAT Elizabeth Sloat has worked for the City of Healdton for 12 years. While working for the city she has earned her state certifications for City and Court Clerk. She has also earned her bachelor's degree in Business Administration and is currently working on her Master's in Public Administration. **(Healdton participates in the Municipal Liability Protection Plan and the Municipal Property Protection Plan.)**

March 1, 2023

Re: Pam Polk, Candidate for OMAG Board of Trustees

Dear Mayor, Council Members, City Managers and City Clerks:

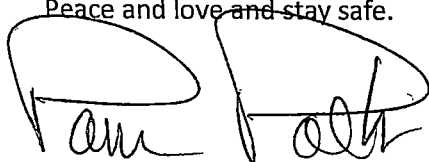
Hello, again friends! Pam Polk here and I currently serve you on the Oklahoma Municipal Assurance Group's board of directors. My term on the board expires in June and I would very much appreciate your vote to continue working for you and your city.

I started my municipal career in 1996 as the city clerk of Mangum, Oklahoma. I was also city manager there for three years before accepting the city manager's position in Collinsville, where I have served for the past eighteen years. I obtained my B.S. in Business Administration/Management and a Master of Business from Southeastern Oklahoma State University. I was awarded the prestigious Gerald Wilkins Award by my peers for City Manager of the year in 2017. I was truly humbled and honored as the first female recipient...but not the last! I was voted Woman of the Year in municipal government by the Oklahoma Municipal League in 2022. I love serving Oklahoma's local government.

I have served Oklahoma cities and towns on this board for the past eighteen years, and I can assure you that each decision has been made with all our best interests at heart. I believe in OMAG and the many great programs they offer to protect our cities and towns.

I would be honored to continue serving as your advocate on the OMAG board. I will continue to work hard for all of us and would genuinely appreciate your vote of confidence.

Peace and love and stay safe.

A handwritten signature in black ink, appearing to read 'Pam Polk', with a large, stylized initial 'P'.

Pam Polk
City Manager



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1201
tlyon@midwestcityok.org
www.midwestcityok.org

April 3, 2023

RE: Tim Lyon, Candidate for OMAG Board of Trustees

Dear Mayor, Council Members, City Managers and City Clerks:

I currently serve on the Oklahoma Municipal Assurance Group's (OMAG) Board of Trustees as the Vice-Chairman. In addition, I was recently appointed as an OMAG board representative to the newly created Oklahoma Municipal Natural Gas Coalition interlocal. My term expires in June and I would very much appreciate your consideration in voting for me in the upcoming Board of Director's election.

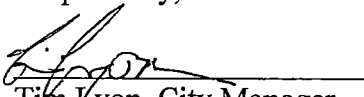
For the last 37 years, I have served in two municipalities and spent 10 years teaching at the Center for Local Government Technology at Oklahoma State University. I earned a Master's Degree in Political Science with an emphasis in Public Administration in 1986 and in 2016 earned a city manager accreditation from the City Manager's Association of Oklahoma (CMAO). For the past 23 years, I have served as the Human Resources Director, Assistant City Manager and now as the City Manager of the City of Midwest City. My undergraduate degree is a Bachelor's in Political Science with an emphasis in Public Law and Private Rights.

During my entire career, I have directly supervised and managed many different types of self-insurance programs that includes health insurance, workers compensation, safety programs, property, and liability programs. In addition, I serve on the board of directors for a nationwide captive liability insurance program called States Insurance and Chair their Audit and Finance Committee.

Finally, I grew up on a family cattle ranch in northeast Oklahoma and continue to be involved in operating this ranch. This experience has given me an affinity for not only living in a large metropolitan area but also the core values of living in rural Oklahoma. I recently celebrated my 40th wedding anniversary to my wife Rhonda. We have a daughter who is a Registered Nurse for Oklahoma Arthritis and a son who is a Captain on the Stillwater Fire Department.

I would be honored to continue serving on the OMAG Board utilizing my vast experience to advocate for Oklahoma cities and towns during these difficult inflationary financial times. I will continue to work for small and large cities alike and hope to aid municipal gas operations through the development of the Oklahoma Municipal Natural Gas Coalition.

Respectfully,


Tim Lyon, City Manager
City of Midwest City

AGENDA ITEM COMMENTARY

Meeting Date: April 10, 2023
Board: Board of City Commissioners
Subject: Tree Trimming Bids

ITEM TITLE: Discuss and Consider Staff's Request to Reject Bids for Tree Trimming Services

INITIATOR: City Manager
Electric Superintendent

STAFF INFORMATION SOURCE: Tree Trimming Bids

BACKGROUND: On March 24, 2023, staff opened bids for the 2023 tree trimming services. Only one (1) bid was received.

Budget Available: \$175,000.00

Bids Received:

Asplundh Tree Experts

Section 1: \$520,925.52

Section 2: \$349,004.52

Section 3: \$290,725.54

Total Bid All Three Sections: \$1,160,655.58

EXHIBITS: 1. 2023 Tree Trimming Bid

KEY ISSUES: The single bid received far exceeded the available budget for FY 2023. Staff recommends re-evaluating the bidding process during the FY 2024 budget preparation.

FUNDING SOURCE: General Fund

RECOMMENDATION: Staff recommends rejecting bids.

BID PROPOSAL Page 1

Proposal of Tree Trimming Services for Electric and Fiber Optic Utility Lines (hereinafter called **BIDDER**), organized and existing under the laws of the State of Oklahoma doing business as _____.

To the City of Sallisaw (hereinafter called **OWNER**) in compliance with your Advertisement for Bids, Bidder hereby proposes to perform all work associated with the **Tree Trimming Services For Electric and Fiber Optic Utility Lines** project in strict accordance with contract documents within the time set forth therein, and at the prices stated below. By submission of the bid, each **BIDDER** certifies that this bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to the bid with any other **BIDDER** or with any competitor.

BIDDER hereby agrees to commence work under this contract within ten (10) days of the date to be specified in the NOTICE TO PROCEED and to fully complete the PROJECT within 90 consecutive calendar days thereafter, unless otherwise approved by **OWNER**. **BIDDER** further agrees to pay as liquidated damages, the sum of \$250.00 for each consecutive calendar day thereafter that exceed the project completion date noted in the NOTICE TO PROCEED.

BIDDER may not withdraw a bid within 60 days after the actual opening thereof. If a **BIDDER** submits a bid in excess of \$100,000.00, the bidder shall accompany their bid with a certified check, cashier's check or bid bond equal to five percent (5%) of the bid amount.

BIDDER agrees to perform all the work described in the bid documents and contract for the following unit prices or lump sum given in the Bid Schedule.

BIDDER acknowledges receipt of the following ADDENDUM (if issued):

BID PROPOSAL Page 2

NOTE: If applicable, bids shall not include sales tax. OWNER is exempt from Oklahoma Sales and use taxes on materials and equipment to be incorporated in the work.

Respectively submitted,


Signature

Asplundh Tree Expert, LLC.

Firm Name

Josh Magrath, Manager

Name Printed, Title

2930 NE 71st St.

Address

23-1277550

Employer ID No.

Oklahoma City OK 73111

Address

(SEAL) if BID by Corporation

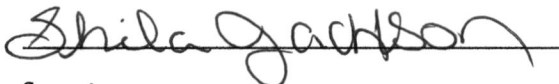
913-689-9157

Telephone ___office Xcell

jmagrath@asplundh.com

Email address

ATTEST:


Secretary

1/30/2023

Date

(BID TAB)

**Please submit bid pricing using the following
bid tab form.**

Tree Trimming Section 1: \$ 520,925.52

- See Map
- Area 1 is North of Cherokee and East of Wheeler (Highway 59 N) to city limits.

ALTERNATE BIDS (To be awarded based on available budget)

Tree Trimming Section 2: \$ 349,004.52

- See Map
- Area 2 is South of Cherokee and East of Wheeler to city limits

Tree Trimming Section 3: \$ 290,725.54

- See Map
- Area 3 is East of Highway 59 South and South of Port Arthur.

Total Bid Sections 1, 2 and 3: \$ 1,160,655.58

Tree Removal, Cost to Remove Designated Trees

Cost per Hour for Tree/Stump Removal: \$ 160.00 per hour.

ADMINISTRATIVE REPORTS

Meeting Date:	April 10, 2023
Board:	Board of City Commissioners
Subject:	

Upcoming Events

April 10, BOCC monthly meeting.

April 12, GRDA Board meeting.

Saturday April 15, Chunk Your Junk, 8:30 to 1:30, West Side of Sallisaw Electric Department.

April 23-25, MESO Public Power Conference.

May 5-6, Diamond Daze Downtown Festival.

April 3 through May 15, City Budget Preparation.

May 15-16, Budget meetings with City Council.

June 30, 2023. End of the current Fiscal Year.

City Manager Reports

- Research / work continues on stronger ordinances/fines for property maintenance and junk motor vehicles. We anticipate a discussion on this during the May budget meetings. We are also looking into a possible junk vehicle removal program that can be implemented to remove junk vehicles before citations are issued.
- The City Manager and City Clerk have begun preliminary review and edits of the City of Sallisaw Personnel Manual. We do not have a timetable for completion due to ongoing budget work.
- The City Small Group has begun discussion on the operations of the new swimming complex for the summer of 2024. These discussions include, but are not limited to, the number of life guards and other personnel that will be needed, days and hours of operations, and admittance costs.
- Per our discussion at the last meeting on vehicles, we continue to look for solutions for replacement vehicles that are needed. This discussion will continue as we prepare the FY 2024 budget.
- We have two employees who have now completed the MESO Credited CDL Instructor Course. These employees will now be able to instruct other city employees who need to obtain a CDL license.
- Negotiations with FOP Lodge 148 for the FY 2024 CBA have begun.

City Projects

GRDA AMI Requests for Proposals: GRDA has received 9 responses to their AMI RFP. Robin and myself are on the review team tasked with selecting a proposal(s) that fits the needs of GRDA customers. We expect this process to last through June. After the proposals are reviewed, we will be able to use the selected vendor, if we choose to, for the city's AMI project.

Just a reminder, GRDA has agreed to finance AMI projects for the electric side. This would include the AMI infrastructure and electric meters. The City would be responsible for the water meters.

Recap of current projects we have engineering contracts on:

1. Pool/Skate Park
2. Landfill Leachate Line (Grant)
3. WWTP Aeration Basin (Grant)
4. McGee Lift Station
5. Maple / Badger Water Loop
6. Fryar Drive Sewer Line
7. Drake / Lennington Water Loop (Grant)