

**BOARD OF CITY COMMISSIONERS  
REGULAR MEETING**

**August 11, 2025**

**6:00 P.M.**

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

**A G E N D A**

**“POSSIBLE ACTION” INCLUDES, BUT IS NOT LIMITED TO, APPROVAL, AUTHORIZATION, ADOPTION, REJECTION, DENIAL, AMENDMENT, TAKING NO ACTION, OR TAKING THE ITEM FOR DISPOSITION AT A LATER DATE OR TIME.**

- 1. Meeting called to order**
- 2. Declaration of a quorum**
- 3. Pledge of Allegiance**
- 4. Discussion and possible action on removal of any item from the consent agenda**
- 5. Consent agenda**
  - (a) Possible action on special minutes of July 10, 2025
  - (b) Possible action on Invoice Paid Report for July 2025
  - (c) Possible action on Lease Agreement between DOC Services Inc. and the City of Sallisaw
  - (d) Acknowledge Mayor's reappointment of Devin Guthrie to the Airport Advisory Board, for a Three (3) year term expiring September 2028
- 6. Discussion and possible action on any item removed from the consent agenda**

- 7. Discussion and possible action on transferring the Certificate of Title for one (1) 1997 Ford Fire Truck with equipment, VIN1FDKF38GXVEA86871, to Central Fire Department**
- 8. Discussion and possible action on Purchase Order No. 106233, issued to Joe Cooper Chevrolet of Yukon, Oklahoma, in the amount of \$109,560.00 for the purchase of two (2) 2025 Chevy 1500 Tahoe 4WD for the Police Department**
- 9. Discussion and possible action on Purchase Order No. 106232, issued to Sequoyah Screen Print of Sallisaw, Oklahoma, in the amount of \$29,838.54 for upfit of the new patrol units**
- 10. Discussion and possible action on staff's request to declare certain vehicles, equipment, appliances, and materials as surplus for the purposes of conducting an auction**
- 11. Discussion and possible action on Ordinance No. 2025-14; *An Ordinance Adding Section 102-262 To Chapter 102, Article IV, Division 4 And Adding Section 102-292 To Chapter 102, Article IV, Division 5 Of The Sallisaw Code Of Ordinances By Permitting Specific Use Businesses In Residential Zones Within The City Of Sallisaw, Oklahoma By Establishing Conditions And Limitations; Including A Severability Clause; Repealing All Conflicting Ordinances; Providing For Codification***
- 12. Discussion and possible action on Resolution No. 2025-12; *A Resolution of City of Sallisaw (employer name) Casting a Vote for Trustee of the Oklahoma Municipal Retirement Fund (OkMRF) to Fill the Expiring Term of District 2 Trustee Representing the Entire Membership***
- 13. Discussion and possible action on Purchase Order No. 106278, issued to Storm Sirens, Inc. of Norman, Oklahoma, in the amount of \$36,930.00 for the purchase of one (1) Sentry Model 14V-B Stationary Warning Siren with Two-Way Fiber Optic Control**
- 14. Discussion and possible action on City of Sallisaw Administrative Policy Number: 7.005.00, Revision 2, Water Leak Adjustment Policy**
- 15. Discussion and possible action on Planning Commission Case No. PC2025-002; Replat of Fairview Addition by 55 Properties, LLC**

- 16. Discussion and possible action on Planning Commission Case No. PC2025-003; rezoning request from Residence District (R-2) to High Density Residential Housing District (RT-2) by 55 Properties, LLC. and Ordinance No. 2025-15; *An Ordinance Amending the Zoning Map of Sallisaw and Declaring an Emergency***
- 17. Receive update on current and future projects**
- 18. Receive update on the financial status of the city and activities of the finance department**
- 19. Administrative reports**
- 20. Adjourn**

**Posted:** 08.07.2025

**Time:** 3:00 p.m.

**KIM JAMISON**

**MINUTES**  
**BOARD OF CITY COMMISSIONERS**  
**SPECIAL MEETING**  
**JULY 10, 2025**

The Board of City Commissioners met in a special meeting on July 10, 2025, in the Council Chambers, 113 N. Elm Street, Sallisaw. Notice of the meeting was given by emailing to Sequoyah County Times; emailing KXXM; by posting at city hall on July 8, 2025, at 2:45 p.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Ernie Martens, Kenny Moody, Julian Mendiola, Brad Hamilton,	Mayor Member, Ward 1 Member, Ward 3 Member, Ward 4
Members absent:	Josh Bailey,	Member, Ward 2
Staff present:	Brian Heverly, Jordan Pace, Kim Jamison, Robin Haggard, Kayle Griffin, Keith Miller, George Bormann, Ben Spyres, Chris Carter, Clint Smith, Travis Buchanan, Gene Martin, Mark Rutherford,	City Manager City Attorney City Clerk Director of Finance Chief Accountant Building Development Director Economic Development Director Computer Technician Senior Code Inspector IT Manager Code Enforcement Officer Director - Fleet Services Lieutenant
Others present:	Lynn Adams; Paula Haraway; Julie Becker; Margaret Keaton; Emma Buchanan; Teresa Caves; Tim A. Foote; Jeannie Richardson; Others Unidentified.	

**1. Meeting called to order**

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

**2. Declaration of a quorum**

A quorum was declared present.

**3. Pledge of Allegiance**

City Manager Heverly led everyone in the pledge.

**4. Discussion and possible action on removal of any item from the consent agenda**

None.

**5. Consent agenda**

**a Possible action of regular minutes of June 9, 2025**

**b Possible action on invoice paid report for June 2025**

**c Possible action on the Eastern Oklahoma Library Systems Request for reappointment of Shannon Vann to the Library System's Board of Trustees, for a 3-year term beginning on July 1, 2025, and ending on June 30, 2028**

Motion was made by Mendiola, seconded by Hamilton, for approval of the consent agenda. Vote: Mendiola aye; Hamilton aye; Moody aye; Martens aye. Motion carried 4-0.

**6. Discussion and possible action on any item removed from the consent agenda**

None.

**7. Discussion and possible action on staff's request to reinvest the Cemetery Fund Certificate of Deposit with Local Bank for 273 days at 4.52% Interest**

Motion was made by Mendiola, seconded by Moody, for approval to reinvest the Cemetery Fund CD with Local Bank for 273 days at 4.52% interest. Vote: Mendiola

aye; Moody aye; Hamilton aye; Martens aye. Motion carried 4-0.

**8. Hear from Mr. Richard Looper regarding the animal ordinance and animal nuisance concerns**

Mr. Looper addressed the Council concerning dogs being a nuisance by barking constantly and people not controlling their dogs. He gave examples of situations he had dealt with in his neighborhood. He advised that he had contacted Animal Control, and that he was advised to write a letter, which he did, to be presented to the City Attorney. It was denied by the Attorney. The City Manager advised Mr. Looper that the proposed animal ordinance sets out guidelines for the handling of animal nuisances.

**9. Discussion and possible action on Authority Having Jurisdiction Agreement (AHJ) between the City of Sallisaw and the Oklahoma State Fire Marshal**

Motion was made by Moody, seconded by Mendiola, for approval of the Authority Having Jurisdiction Agreement. Vote: Moody aye; Mendiola aye; Hamilton aye; Martens aye. Motion carried 4-0.

**10. Discussion and possible action on Airport Land Lease Agreement between the City of Sallisaw and Alpine Aviation, LLC for the purpose of constructing an aircraft hangar**

Motion was made by Mendiola, seconded by Moody, for approval of the Airport Land Lease Agreement between the City of Sallisaw and Alpine Aviation, LLC. Vote: Mendiola aye; Moody aye; Hamilton aye; Martens aye. Motion carried 4-0.

**11. Discussion and possible action on Resolution No. 2025-10; *A Resolution Amending the Master Fee Schedule, Establishing Certain Rates and Fees for the City of Sallisaw, And Superseding Previous Resolutions***

Motion was made by Mendiola, seconded by Hamilton, for approval of Resolution 2025-10 with changes to the Individual Pass from \$50 to \$40 and the Family pass (per additional 17+) from \$40 to \$30. Vote: Mendiola aye; Hamilton aye; Moody aye; Martens aye. Motion carried 4-0.

**12. Consider Approval of Resolution 2025-11; *A Resolution Amending the Personnel Policies for the Municipal Employee of the City of Sallisaw, Oklahoma***

Motion was made by Hamilton, seconded by Moody, for approval of Resolution 2025-11. Vote: Hamilton aye; Moody aye; Mendiola aye; Martens aye. Motion carried 4-0.

**13. Discussion and possible action on Ordinance No. 2025-12; *An Ordinance Repealing Chapter 10, All Sections, of the Sallisaw Code, Adding a New Chapter 10, Providing for the Regulation of Animals, Including a Severability Clause; Repealing All Conflicting Ordinances, Providing for Codification***

Motion was made by Moody, seconded by Hamilton, for approval of Ordinance 2025-12 with the corrections to Section 10-23 (Any animal, with a veterinarian's exception letter).  
Vote: Moody aye; Hamilton aye; Mendiola aye; Martens aye. Motion carried 4-0.

**14. Discussion and possible action on Ordinance No. 2025-13; *An Ordinance Amending The Code Of Ordinances Of The City Of Sallisaw, Oklahoma By Establishing A New Section 175, In Chapter 102, Article III, Detachment, By Establishing Guidelines Providing For The Detachment Of A Single Parcel From The Corporate Limits Of The City Of Sallisaw, Oklahoma And Establishing Conditions For Approval; Establishing An Effective Date; Including A Severability Clause; Repealing All Conflicting Ordinances; Providing For Codification***

Motion was made by Moody, seconded by Hamilton, for approval of Ordinance 2025-13.  
Vote: Moody aye; Hamilton aye; Mendiola aye; Martens aye. Motion carried 4-0.

**15. Discussion and possible action on Purchase Order No. 105971, issued to Spatco Energy Solutions of Ft Smith, Arkansas, in the amount of \$240,396.77 for removal and replacement of two (2) fuel tanks located at Equipment Maintenance**

Motion was made by Hamilton, seconded by Moody, for approval of Purchase Order No. 105971 issued to Spatco Energy Solutions of Ft Smith, AR in the amount of \$240,396.77.  
Vote: Hamilton aye; Moody aye; Mendiola aye; Martens aye. Motion carried 4-0.

**16. Possible action to extend stay on Case #02-25-2C, Condemnation of Dilapidated Structure for 2412 East Cherokee Avenue (Old Ed's Truck Stop)**

Code Enforcement updated Council on the status of the property. Motion was made by Hamilton, seconded by Moody, to not extend the stay on Case #02-25-2C. Vote: Hamilton aye; Moody aye; Mendiola aye; Martens aye. Motion carried 4-0.

**17. Possible action to convene in Executive Session for the purpose of conducting a 6-month review of the performance of the City Manager; as authorized by Title 25 O.S., § 307(B)(1)**

At the City Attorneys recommendation, motion was made by Moody, seconded by Hamilton, to move to executive session. Vote: Moody aye; Hamilton aye; Mendiola aye; Martens aye. Motion carried 4-0. Executive session began at 6:50 p.m.

**18. Possible action to reconvene to Regular Session**

Motion was made by Hamilton, seconded by Moody, to reconvene to regular session. Vote: Hamilton aye; Moody aye; Mendiola aye; Martens aye. Motion carried 4-0. Regular session reconvened at 7:10 p.m.

**19. Possible action or direction pursuant to Executive Session**

No action or direction.

**20. Receive update on economic development and grant activities**

The Economic Development Director gave an update, for informational purposes only.

**21. Administrative reports**

The City Manager gave updates on: Upcoming meetings; Overlay and milling; AMI; Pool; Skatepark; Auction; Crosswalks. He also personally thanked not only the City workers but also residents and anyone who helped out during all the rain (7" in 12 hours). Commissioner Mendiola gave thanks to the Red Cross. Between Tim (Red Cross) and his team and Brian and his team, 18 families were taken care of.

**22. Adjourn**

Motion was made by Mendiola, seconded by Moody, to adjourn the meeting. Vote: Mendiola aye; Moody aye; Hamilton aye; Martens aye. Motion carried 4-0. The meeting ended at 7:23 p.m.

**Approved this 11th day of August 2025.**

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**Ernie Martens, Mayor**

**ATTEST:**

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**Kim Jamison, City Clerk**

**(SEAL)**

LEASE AGREEMENT

**This agreement**, made and entered into on this the 1<sup>st</sup> day of July, 2025 to the 30<sup>th</sup> day of June, 2026, by and between the City of Sallisaw, Oklahoma, Party of the First Part, hereinafter called "Lessor" and DOCServices Inc. (DOCS) of Miami, Oklahoma, Party of the Second Part, hereinafter called "Lessee".

**WITNESSETH:**

That for and in consideration of the sum of \$1.00 and other good and valuable consideration, receipt of which is hereby acknowledged, the lessor hereby leases, let and rents to the lessee the following described real estate situated in Sequoyah County, State of Oklahoma, to-wit:

The Senior Citizens Complex located at 115 West Redwood within the city park of the City of Sallisaw, Oklahoma, which is a part of the SE ¼ SW ¼ of Section 32, Township 12 North, Range 24 East.

To have and to hold the same for a period of one year from and after the date hereof unless sooner termination is provided herein.

**IT IS MUTUALL AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:**

It is understood and agreed that the Lessee shall use the building only for the purpose of a dining room and the kitchen for the Nutrition Project and other activities for Senior Citizens under Title IIIC and Title IIIB of the Americans Act of 1965 as amended, and shall not subject said premises or any part thereof and if the building ceases to be used for such purposes of said organization, then this lease shall automatically end.

At the termination of said lease the Lessee will return real estate to the possession of the Lessor with all improvements intact. All improvements made to the building shall not be removed at the termination of this lease. All improvements made by the Lessee shall be approved in advance by the Lessor in writing before said improvements are made. In addition, the Lessor will provide upkeep of the parking area and landscaping of the Senior Citizens Complex. Any equipment purchased with Title IIIB or IIIC program monies shall remain the property of the Lessee.

During the term of the lease, the Lessee will pay for the utilities at the regular rate and will maintain said building inside and out. The lessee will use all reasonable means to protect the building from damages and destruction.

The Lessor will carry such insurance on the building as it feels necessary, but in the case of the destruction of the building, the Lessor will not be required to replace said building, and if the building is destroyed by fire or windstorm, this lease shall terminate and the Lessor will not be required to pay Lessee anything for the termination of said lease.

**WITNESS** our hands and seals this 9<sup>th</sup> day of June 2025.

City of Sallisaw, Oklahoma

By: \_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

(Seal)

DOCServices, Inc. (DOCS)

By: \_\_\_\_\_  
Executive Director

Approved as to form : \_\_\_\_\_  
City Attorney

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Transfer of Title

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**ITEM TITLE:** Discussion and possible action on transferring the Certificate of Title for one (1) 1997 Ford Fire Truck with equipment, VIN1FDKF38GXVEA86871, to Central Fire Department

**INITIATOR:** City Manager

**STAFF INFORMATION SOURCE:** City Manager  
City Clerk

**BACKGROUND:** The 1997 Ford fire truck, with equipment, was declared surplus at the May 12th meeting. Staff solicited sealed bids from Sequoyah County Fire Departments. At the time of the bid opening on July 17th, one (1) bid was received. The bid received was from Central Fire Department in the amount of \$22,575.00. Staff recommends approval of the transfer of title to Central Fire Department.

**EXHIBITS:** 1. Bid - Central Fire Department

**KEY ISSUES:** None.

**FUNDING SOURCE:** N/A

**RECOMMENDATION:** Authorize the transfer of Certificate of Title on a 1997 Ford fire truck with equipment to Central Fire Department.

Central Fire Department - Sallisaw, OK

Central Fire enters sealed bid for the Sallisaw  
surplus brush truck in the amount of  
\$ 22,575.00

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Police Tahoe

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**ITEM TITLE:** Discussion and possible action on Purchase Order No. 106233, issued to Joe Cooper Chevrolet of Yukon, Oklahoma, in the amount of \$109,560.00 for the purchase of two (2) 2025 Chevy 1500 Tahoe 4WD for the Police Department

**INITIATOR:** Police Captain  
Purchasing Agent

**STAFF INFORMATION SOURCE:** Quote  
Captain  
Purchasing Agent

**BACKGROUND:** Approval will allow for the purchase of 2- 2025 Chevy 1500 Tahoe 4WD units. These are available on the state contract.

**EXHIBITS:** 1. Joe Cooper Chevrolet - PO # 106233

**KEY ISSUES:** N/A

**FUNDING SOURCE:** Police Units - #030-201-57103 - \$110,000 budgeted

**RECOMMENDATION:** Approval of Purchase Order No.106233 issued to Joe Cooper in the amount of \$109,560.00.

**CITY OF SALLISAW QUOTATION SHEET**

Cost exceeds \$2,500, two quotations required.

Cost equals \$5,000 or more, three quotations required

\*\*If you are quoting several items, attach list to this form\*\* \*\*Also attach all vendor quotes received\*\*

VENDOR 1	VENDOR 2	VENDOR 3
Date of Quotation 7/9/2025	Date of Quotation	Date of Quotation None Available
Department Number: 201	Department Number:	Department Number:
Vendor Name / Number Joe Cooper Chevrolet (State Contract)	Vendor Name / Number	Vendor Name / Number
Address 11001 West Reno	Address	Address
City Yukon	City	City
State OK Zip 73110	State Zip	State Zip
Phone 405-737-3389	Phone	Phone
Item (s) 2025 Chevy 1500 Tahoe 4WD	Item (s)	Item (s)
Quantity 2	Quantity	Quantity
Price each 54,780.00	Price each	Price each
Est. Freight	Est. Freight	Est. Freight
Total Cost \$ 109,560.00	Total Cost \$	Total Cost \$
Quote Expiration Date N/A	Quote Expiration Date	Quote Expiration Date
Quotes Obtained By: Herbert Hutchinson	Quotes Obtained By:	Quotes Obtained By:
GL Budget 030 201 57103 <i>\$ 110,000.00 Budgeted</i>	GL Budget	GL Budget Line
Purchasing Approval <i>[Signature]</i>	Purchasing Approval	Purchasing Approval
PO Number / Date: 106233, 8/4/25	PO Number / Date:	PO Number / Date:

Explain if only one quotation supplied:

Quote approved: \_\_\_\_\_ Date: \_\_\_\_\_ Purchasing Agent, Finance Director or City Manager)

# QUOTE

**Joe Cooper Chevrolet**

11001 West Reno  
Yukon, OK 73110  
405-737-3389

**BILL TO**

Herbert Hutchinson  
City of Sallisaw PD

**QUOTE #**

22380203B

**QUOTE DATE**

07/03/2025

<b>QTY</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
2	2025 Chevy 1500 Police Tahoe 4WD 9C1 Pursuit Model	54,780.00	109,560.00
1	See attach Specs	0.00	0.00
		<b>TOTAL</b>	<b>\$109,560.00</b>

## Joe Cooper Chevrolet Quote

For More Information Contact:  
Dee Roberson or Ryan Roberson  
405-737-3389  
[Dee@cooperfleet.com](mailto:Dee@cooperfleet.com)  
[Ryan@cooperfleet.com](mailto:Ryan@cooperfleet.com)

**State Contract SW0035, #25101702**

**Date: 07-01-2025**  
**Quote Number: 22380203 B**  
**Quoted By: Brandon**  
**Quote Total is \$54,780.00**

### This is quote for Sallisaw PD

Contact: Herbert Hutchinson  
Email: [hhutchinsonpd@sallisawok.org](mailto:hhutchinsonpd@sallisawok.org)  
Phone:

### Quoting a 2025 Chevy 1500 Police Tahoe 4WD 9C1 Pursuit Model Folder DGS979

**Color:** Black -- **Seats:** Cloth Front Cloth Rear -- **Floor:** Rubber Floor  
**Standard Equipment:** Police Equipment Added: Left Hand Spotlight, Red and white front auxiliary dome, (K47) heavy-duty air filter, (KX4) 250 amp high output alternator, (K6K) 760 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (Z56) heavy-duty, police-rated suspension, (XCS) 275/55R20SL all-season tires, (RAV) P275/55R20 all-season spare tire, Police brakes, (RC1) front skid plate, (PXT) 20" steel wheels, Certified speedometer, SEO (5J3) Surveillance Mode interior lighting calibration, SEO (UT7) blunt cut cargo area and blunt cut console area ground wires,(V53) delete luggage rack side rails, (ATD) third row seat delete, (NP0) active single-speed transfer case (4WD only). Other Equipment: Engine. 5.3L EcoTec3 V8 with Transmission, 10-speed automatic, Power Locks, Windows and Mirrors, Keyless Entry, Differential, mechanical limited-slip, Trailing equipment includes trailing hitch platform, 7-wire harness, Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors, Glass, deep-tinted, Audio system, Chevrolet Infotainment 3 Plus system, 10.2" diagonal HD color touchscreen AM/FM stereo, Bluetooth, Keyless start, push button, Power Seats Driver and Passenger, Remote start, Air conditioning, tri-zone automatic climate control, Defogger, rear-window electric, Remote Start, 2 Extra Keys and Fobs

### Quote Summary

Item Description	Quantity	Amount
Chevy 1500 Police Tahoe 4WD 9C1 Pursuit Model \$54,158.00	1	\$54,158.00
Engine, 5.3L EcoTec3 V8 Transmission, 10-speed automatic	1	\$0.00
Differential, heavy-duty locking rear Standard	1	\$0.00
Remote Start	1	\$0.00
Audio system, 17.7" diagonal advanced color LCD display with Google built-in compatibility	1	\$0.00
1FL Safety Package includes (UEU) Forward Collision Alert, (UKM) Enhanced Lane Keep Assist with Lane Departure Warning, (UKI) Blind Zone Steering Assist, (UHY) Automatic Emergency Braking, (UFB) Rear Cross Traffic Braking, (UKT) Front Pedestrian and Bicyclist Braking, (CTB) Intersection	1	\$341.00

Automatic Emergency Braking, (UOW) Side Bicyclist Alert,  
and (TQ5) IntelliBeam headlamps \$341.00

Flasher system, headlamp and taillamp, DRL compatible with control wire \$52.00	1	\$52.00
Speaker, Grill & Aux Speaker Wiring \$139.00	1	\$139.00
Radio Suppression Package, with ground straps \$90.00	1	\$90.00
Cloth Front Bucket Seats - See attached pictures	1	\$0.00
Quote Total		\$54,780.00



**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Patrol Units Upfit

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**ITEM TITLE:** Discussion and possible action on Purchase Order No. 106232, issued to Sequoyah Screen Print of Sallisaw, Oklahoma, in the amount of \$29,838.54 for upfit of the new patrol units

**INITIATOR:** Police Captain  
Purchasing Agent

**STAFF INFORMATION SOURCE:** Police Captain  
Purchasing Agent

**BACKGROUND:** This will allow for the upfit of the 2 new police Tahoe units.

**EXHIBITS:** 1. Seq. Screen Printing - PO # 106232

**KEY ISSUES:** N/A

**FUNDING SOURCE:** 030-201-57704 - \$30,000 budgeted

**RECOMMENDATION:** Approval of Purchase Order No. 106232 in the amount of \$29,838.54 issued to Sequoyah Screen Print.

**CITY OF SALLISAW QUOTATION SHEET**

Cost exceeds \$2,500, two quotations required.

Cost equals \$5,000 or more, three quotations required

\*\*If you are quoting several items, attach list to this form\*\* \*\*Also attach all vendor quotes received\*\*

VENDOR 1	VENDOR 2	VENDOR 3
Date of Quotation 7/8/2025	Date of Quotation 7/8/2025	Date of Quotation None Availabe
Department Number: 201	Department Number: 201	Department Number:
Vendor Name / Number Sequoyah Screen Printing	Vendor Name / Number Omega	Vendor Name / Number
Address 924 E Cherokee Suite 1	Address 215 Commerce Drive	Address
City Sallisaw	City Alma	City
State OK Zip 74955	State AR Zip 72921	State Zip
Phone	Phone 479-632-4766	Phone
Item (s)	Item (s)	Item (s)
Unit upfits	Unit upfits	
Quantity Two	Quantity Two	Quantity
Price each 14,919.27	Price each 15,127.63	Price each
Est. Freight	Est. Freight	Est. Freight
Total Cost \$ 29,838354	Total Cost \$ 30,255.26	Total Cost \$
Quote Expiration Date 11/30/2025	Quote Expiration Date 11/30/2025	Quote Expiration Date
Quotes Obtained By: Herb Hutchinson	Quotes Obtained By: Herb Hutchinson	Quotes Obtained By:
GL Budget 030-201-57704 <i>\$30,000.00 Budgeted</i>	GL Budget 030-201-57704	GL Budget Line
Purchasing Approval <i>[Signature]</i>	Purchasing Approval	Purchasing Approval
PO Number / Date: 106232 / 8/4	PO Number / Date: /	PO Number / Date: /

Explain if only one quotation supplied:

Quote approved: \_\_\_\_\_ Date: \_\_\_\_\_ Purchasing Agent, Finance Director or City Manager)

# Omega Car and Truck Accessories

## Emergency Services

215 Commerce Drive  
Alma, AR 72921  
Phone (479)-632-4766

# QUOTE

DATE

EXPIRES

90 days

QUOTE #

1

### Quote For:

SALLISAW PD 2025 TAHOE HERB 918-315-1122

Prepared by: Brian K  
479-363-2071

PART	DESCRIPTION	PRICE	QTY	AMOUNT
45" ALGT	LOADED LIGHT BAR / HOOK KIT	\$3,975.00	1.00	\$3,800.00
PF200	PF 200 FULL FUNCTION CONTROLLER	\$0.00	1.00	\$0.00
ES100C	100W SPEAKER	\$0.00	1.00	\$0.00
ESB	SPEAKER BRACKET	\$0.00	1.00	\$0.00
OBD CABLE	OBD INTEGRATION CABLE	\$0.00	1.00	\$0.00
36-4045	PUSH BUMPER	\$660.00	1.00	\$650.00
36-6005	LIGHT CHANNEL	\$52.00	1.00	\$52.00
SUV39-2-000	SUV LOCKER PACKAGE	\$900.00	1.00	\$900.00
CTR2021KIT	TAHOE RISER KIT	\$350.00	1.00	\$350.00
AD38-000 AUX DRAWER	AUX DRAWER	\$280.00	1.00	\$280.00
ET36-T-000	ELECTRONICS TRAY	\$352.00	1.00	\$352.00
F39-000	FENCE PACKAGE	\$360.00	1.00	\$360.00
C3RNRDC-60R-BWRV	60" OUTLINER BAR	\$340.00	2.00	\$680.00
120WDC2R	DUAL COLOR COMBO SPOT DUAL ROW	\$240.00	1.00	\$240.00
FS-0616	FUSION 600 STICK- REAR WINDOW	\$350.00	1.00	\$350.00
CW0410-WR	400 SERIES COMPARTMENT LIGHT RED/WHITE	\$79.00	1.00	\$79.00
475-2010	A/R/ GUNLOCK	\$420.00	1.00	\$420.00
475-1657	Space Creator - High Security/High Visibility Window (21+ TAHOE)	\$753.19	1.00	\$753.19
475-1674	HSEP - 2P (21+ TAHOE)	\$108.80	1.00	\$108.80
425-6729	4" Dual ABS Cup Holder (Internally Mounted)	\$49.99	1.00	\$49.99
MAGMIC	MAG MIC	\$44.00	1.00	\$44.00
425-6701	POWER Faceplate w/USB A/USB C & 12v Outlets (2)	\$79.00	1.00	\$79.00
475-1682	Prisoner Cargo Barrier (21+ TAHOE)	\$496.00	1.00	\$496.00
EXPMOD24	PATHFINDER EXPANSION MODULE	\$96.00	1.00	\$96.00
425-6738	Tahoe 2025+ PRINTER/DGS with Locking Lid (14" FP)	\$579.65	1.00	\$579.65
425-0024	REAR MOUNTED ARMREST	\$120.00	1.00	\$120.00
MPS63U-RBW	TRI COLOR	\$129.00	10.00	\$1,290.00
MPSM6-LB	L BRACKET	\$14.00	2.00	\$28.00
	SHIPPING OR LABOR	\$110.00	27.00	\$2,970.00

SUBTOTAL \$15,127.63

TAX RATE 0.00%

Sequoyah Screen Printing & Trophy

924 East Cherokee Suite 1  
Sallisaw, OK 74955

# Estimate

Date	Estimate #
7/8/2025	175

Name / Address
Sallisaw Police Dept.

Project

Description	Qty	Rate	Total
Genetex Quad 4 color light bar	1	1,890.00	1,890.00
Light Stick for the back window 4 color	1	468.00	468.00
Rocker Panel Lights 4 color	2	630.00	1,260.00
Quad Surface Mount 4 Color	10	98.00	980.00
4200 Data Link Controller	1	440.00	440.00
100 Amp Siren	1	170.00	170.00
Siren Speaker	1	140.00	140.00
Wind Flag Brackets	1	70.00	70.00
Space Save High Security 475-1657 and 475-1674 package	1	924.55	924.55
Internal Cup Holder 425-6729	1	65.00	65.00
USB Plate 425-6701	1	103.00	103.00
Prisoner Cargo Barrier 475-1682	1	510.51	510.51
Integrated Printek Console 425-6738	1	624.72	624.72
Rear Mounted Arm Rest 425-0024	1	133.83	133.83
Resin Push bumper 36-4045	1	476.83	476.83
Light Channel 4 lights 36-6015SMP4	1	41.83	41.83
CR Gunlock 475-2010	1	420.00	420.00
SOV Locker 2.0 SUV39-2-00	1	1,020.54	1,020.54
Shoe Riser install CTR2021KIT	1	313.88	313.88
11.5 Aux Drawer AD38-000	1	342.10	342.10
Tray E136-T-000	1	363.17	363.17
Kit 139-000	1	231.41	231.41
Free Shipping/Supplies (Wire, Connectors, Lum, Fuses, Relays)	1	3,930.00	3,930.00
		<b>Subtotal</b>	\$14,919.37
		<b>Sales Tax (0.0%)</b>	\$0.00
		<b>Total</b>	\$14,919.37

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Surplus Items

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**ITEM TITLE:** Discussion and possible action on staff's request to declare certain vehicles, equipment, appliances, and materials as surplus for the purposes of conducting an auction

**INITIATOR:** Purchasing Agent  
City Manager

**STAFF INFORMATION SOURCE:** Purchasing Agent  
Directors

**BACKGROUND:** Staff has compiled a list of vehicles, equipment, appliances, and materials that need to be declared as surplus. The detailed list is attached for the council's review. The intent is to take the list below to a live auction by the beginning or mid-October.

**EXHIBITS:** 1. 2025 SURPLUS ITEMS (003)

**KEY ISSUES:** N/A

**FUNDING SOURCE:** N/A

**RECOMMENDATION:** Declare list of items as surplus for the purposes of conducting an auction.

## 2025 CITY SURPLUS AUCTION ITEMS

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### **VEHICLES**

1. ONE (1) 1990 CHEVROLET KODIAK 10 WHEEL DUMP TRUCK - VIN # 1GBS704YXLV103420 – 401-177
2. ONE (1) 2000 DODGE 1500 ½ TON PICK UP – VIN # 1B7HC13Z11J217661 – 401-167
3. ONE (1) 2012 TYMPCO STREET SWEEPER - VIN # 1HTJTSKNODJ234982 – 401-448
4. ONE (1) 1999 DODGE RAM 1500 EXT CAB PICKUP – VIN # 3B7HC13Y3XG230753 – 501-134
5. ONE (1) 1998 DODGE RAM EXT CAB PICKUP - VIN # 1B7HC13Z9WJ256635 – 501-398
6. ONE (1) 2007 FORD E350 PASSENGER VAN - VIN # 1FDWE35S07DA99392 – 501-377
7. ONE (1) 2000 DODGE RAM 1500 STD CAB PICKUP – VIN # 1B7HC16Y51S699323 – 205-208
8. ONE (1) 2003 FORD F-150 EXT CAB 4X4 PICKUP – VIN # 1FTRX18L83NA12170 – 504-125
9. ONE (1) 2003 FORD EXPLORER SUV – VIN # 1FMZU62K13ZA25613 – 605-247
10. ONE (1) 2009 FORD RANGER EXT CAB 2WD – VIN # 1FTYR14E89PA02135 – 802-495
11. ONE (1) 2006 FORD EXPLORER SUV – VIN # 1FMEU62E26UA53026 – 303-314
12. ONE (1) 1988 FORD F-700 CAB& CHASSIS (NO BRAKES) – VIN # 1FDPF70H6JA264059M – 403-414
13. ONE (1) 2005 STERLING ACETERRA 18YD REAR LOAD SANITATION TRUCK  
VIN # 2ZACGDC35AN97717 – 502-291
14. ONE (1) 1989 CHEVROLET KODIAK WATER TRUCK – VIN # 1GB570443KV111454 – 504-163
15. ONE (1) 1990 DODGE FLAT BED DUMP PICKUP – VIN # 1B6ME365GLS697758 – 504-171
16. ONE (1) 1987 VOLVO A25 WATER TRUCK – VIN # 805046XAX – UNIT # 504 – UNKN
17. ONE (1) 2002 INTERNATIONAL 7300X 4X2 BUCKET TRUCK W/ 48 FT HI-RANGER BUCKET  
VIN # 1HTWAAAN73J068000 – 601-368

## 2025 CITY SURPLUS AUCTION ITEMS

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### **MISC EQUIPMENT / MATERIAL**

1. ONE (1) 1997 SWEEPMASTER II CONSTRUCTION SWEEPER - SN # 23689 – 401-203
2. ONE (1) HYPERTHERM POWERMAX 600 PLASMA CUTTER – SN # PMX600046266
3. ONE (1) 1995 JOHN DEERE 309-D BACKHOE – SN # T0310DB814868 – 501-196
4. ONE (1) 1988 CASE 621 LOADER – SN # JAK0020272 – 401-178
5. ONE (1) MILWAUKEE CHOP SAW – SN # 896C906370458
6. ONE (1) EARTHQUAKE E43 AUGER
7. ONE (1) TECUMSEH TCII EARTHQUAKE AUGER
8. ONE (1) DOLMAR STREET SAW
9. ONE (1) HUSQVARNA STREET SAW
10. TWO (2) STIHL HT75 POLESAWS – SN # 2A8X50254RB / SN # TA8025UB24RB
11. ONE (1) DITCHWITCH 255SX CABLE BURY PLOW
12. ONE (1) STAHL 8 FT UTILITY BED
13. UTILITY BED TOOBOX
14. VARIOUS MISC USED AUTOMOTIVE PARTS
15. VARIOUS MISC SIZED USED TIRES
16. SIX (6) MERCURY VAPOR LIGHTS
17. PARTIAL ROLL OF COPPER WIRE
18. TWO (2) SPLIT RIMS
19. ONE (1) ENGINE STAND
20. ONE (1) HOTSY PRESSURE WASHER – SN # 98255
21. VARIOUS 8 FT. FLOURESCENT LIGHTS
22. METAL STEP STAND
23. TWO (2) 20 TON BOTTLE JACKS
24. ONE (1) MAHLE ARTIC PRO REFRIGERANT RECOVERY MACHINE – SN # 446000-090621-067

## 2025 CITY SURPLUS AUCTION ITEMS

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25. *VARIOUS MISC TRACTOR PARTS*
26. *VARIOUS MISC MOWER PARTS*
27. *REAR AXLE ASSEMBLY FOR CHEVY TAHOE*
28. *USED REAR SEMI TRUCK MIRRORS*
29. *MULTIPLE OF BUCKETS OF MISC BOLTS / NUTS / HARDWARE*
30. *VARIOUS SIZED TIRE CHAIN SETS*
31. *TWO (2) 220 VOLTS HEATERS*
32. *TWO (2) VEHICLE WINCHES W/ PARTS*
33. *HYDRAULIC TANKS / MISC PTO'S / HYDRAULIC PUMPS*
34. *DAYTON 3-PHASE HEATER*
35. *TWO (2) 1 INCH WATER PUMPS*
36. *ONE (1) 2 INCH TRASH PUMP*
37. *FORD F-350 PICKUP PARTS (HOOD, FENDERS, BED, BUMPER HITCH, GRILLE AND DASH)*
38. *INTERNATIONAL 4700 2 SPEED REAR AXLE 4.88 RATIO*
39. *FRONT AXLE W/ TIRES*
40. *VARIOUS MODEL TRUCK TOOLBOXES*
41. *STEEL WINDOW A/C UNIT 110V*
42. *VARIOUS MISC SIZE TRUCK WHEELS*
43. *VARIOUS MISC LED LIGHTBAR MODELS & COLORS*
44. *2008 FORD F-550 FRONT BUMPER*
45. *CATERPILLAR 259D USED TRACKS*
46. *MISC FUEL TANKS / HYDRAULIC CYLINDERS*
47. *ONE (1) CRAFTSMAN 5 TON FLOOR JACK*
48. *MULTIPLE WOODEN DOORS*
49. *MISC USED PLAYGROUND EQUIPMENT*

## 2025 CITY SURPLUS AUCTION ITEMS

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50. AIR HOSE REEL
51. PLASTIC TRUCK RAMPS
52. VARIOUS SMALL SPRAYING TANKS
53. TWO (1) SAND BLASTER MACHINES
54. DIESEL BURNING HEATER
55. UPRIGHT AIR COMPRESSOR
56. TWO (2) WATER FOUNTAINS
57. DIESEL FUEL TANK
58. LINCOLN IDEAL SP-200 ARC WELDER
59. CRAFTSMAN PORTABLE AIR COMPRESSOR
60. OLDER ELECTRIC STICK WELDER
61. MULTIPLE HORSESHOE THROWING SETS
62. 1971 CATERPILLAR 919 LOADER – SN # G2K3972 – 504-UNKN
63. 3 INCH TRASH PUMP
64. 4 INCH TRASH PUMP
65. 30-GAL INGERSOL AIR COMPRESSOR
66. 2001 DUKE STEAM CLEANER
67. MULTIPLE PRESSURE WASHERS
68. (16) 2 CU YD DUMPSTERS – SEE AND PICK UP AT LANDFILL FACILITY
69. (28) 4 CU YD DUMPSTERS – SEE AND PICK UP AT LANDFILL FACILITY
70. (27) 6 CU YD DUMPSTERS – SEE AND PICKUP AT LANDFILL FACILITY
71. (8) 8 CU YD DUMPSTERS – SEE AND PICK UP AT LANDFILL FACILITY
72. TWO (2) AMERICAN SIGNAL STORM SIRENS – SN # T121AGS0220020046-336 / SN # 15057MC4016
73. LOT OF VARIOUS SIZED WATER METERS

## 2025 CITY SURPLUS AUCTION ITEMS

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### **MOWERS**

1. TORO 2300-D REEL MOWER – 1772 HRS – 501-507
2. 60 INCH KUBOTA ZERO TURN DIESEL MOWER – 2358 HRS – 501-303
3. 60 INCH KUBOTA ZERO TURN DIESEL MOWER – 2298 HRS – 501-266
4. 60 INCH BAD BOY SERO TURN DIESEL MOWER – 1726 HRS – 501-447
5. EZ GO GOLF CART – 501-458

### **MISC COMPUTER / OFFICE EQUIPMENT**

1. ONE (1) OFFICE COPIER MACHINE # 11545
2. ONE (1) OFFICE COPIER MACHINE # 11180
3. ONE (1) SET OF 4 LOCKERS
4. THREE (3) SETS OF 3 LOCKERS
5. ONE (1) SET OF 2 LOCKERS
6. ONE (1) AMANA ELECTRIC COOK STOVE
7. MISC WOOD SHELVING
8. ONE (1) BROTHER MFC 7360N PRINTER
9. VARIOUS MISC OFFICE CHAIRS
10. WHIRLPOOL DUET WASHER & DRYER SET
11. MISC GYM EQUIPMENT
12. ONE OR MORE MICROWAVE OVENS
13. ICE MAKER

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Specific Use Business Ordinance for Review

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**ITEM TITLE:** Discussion and possible action on Ordinance No. 2025-14; *An Ordinance Adding Section 102-262 To Chapter 102, Article IV, Division 4 And Adding Section 102-292 To Chapter 102, Article IV, Division 5 Of The Sallisaw Code Of Ordinances By Permitting Specific Use Businesses In Residential Zones Within The City Of Sallisaw, Oklahoma By Establishing Conditions And Limitations; Including A Severability Clause; Repealing All Conflicting Ordinances; Providing For Codification*

**INITIATOR:** Citizens  
Community Development Director  
Sallisaw Planning Commission

**STAFF INFORMATION SOURCE:** Community Development Director

**BACKGROUND:** This Ordinance provides regulatory framework to permit limited, low-impact business uses in residential zoned areas. The Ordinance sets the types of businesses that are allowed with standards and requirements that must be met. Planning commission has reviewed and recommended approval

**EXHIBITS:** 1. Ordinance 2015-14 - Special Business.final

**KEY ISSUES:** N/A

**FUNDING SOURCE:** N/A

**RECOMMENDATION:** Approval of Ordinance 2025-14.

ORDINANCE NO. 2025-14

AN ORDINANCE ADDING SECTION 102-262 TO CHAPTER 102, ARTICLE IV, DIVISION 4, AND ADDING SECTION 102-292 TO CHAPTER 102, ARTICLE IV, DIVISION 5 OF THE SALLISAW CODE OF ORDINANCES BY PERMITTING SPECIFIC USE BUSINESSES IN RESIDENTIAL ZONES WITHIN THE CITY OF SALLISAW, OKLAHOMA BY ESTABLISHING CONDITIONS AND LIMITATIONS; INCLUDING A SEVERABILITY CLAUSE; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR CODIFICATION

**WHEREAS**, the Board of City Commissioners recognizes the need to support small-scale economic activity while preserving the character and quality of life in residential neighborhoods; and

WHEREAS, the City desires to provide regulatory framework to permit limited, low-impact business uses within residentially zoned areas.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF SALLISAW, OKLAHOMA:**

**Section 1. Title.**

This Ordinance shall be known as the “Specific Use Business in Residential Zoning Ordinance”.

**Section 2. Purpose.**

To permit certain low-impact, resident-operated businesses within residential districts under conditions that ensure compatibility with surrounding residential uses and maintain neighborhood integrity.

**Section 3. Definitions.**

**Specific Use Business:** A business operated by the resident of the dwelling that is limited to certain activities as defined herein and subject to performance standards.

**Home Occupation :** A business conducted within a dwelling unit by a resident incidental to residential use and meeting defined criteria.

**Residential Zone:** Any zoning district primarily intended for single-family, two-family, or multifamily dwelling units.

**Section 4. Permitted Specific Use Businesses or Uses approved by the Planning Commission.**

- A. Tutoring or Educational Services.
- B. Professional Services (e.g., accountant, consultant, graphic designer).
- C. Hairdresser/Barber (one chair).
- D. Tailoring or Sewing Services.
- E. Therapy or Counseling (Oklahoma Licensed).
- F. Massage Therapy or Licensed Massage Therapist (LMT).
- G. Cottage Food Production (subject to Oklahoma state law).
- H. Home-Based Art/Music Instruction.
- I. Computer/Technology Support Services.

**Section 5. General Standards and Requirements.**

Specific Use Businesses must comply with all of the following:

- A. Residency: The business operator must reside in the dwelling and have established utilities in their name.
- B. Must be the legal owner of the property or have a lease agreement that allows use by the legal owner(s) of property.
- C. Employees: No more than one (1) non-resident employee shall be allowed.
- D. Customer Visits: Limited to no more than six (6) client visits per day, and no more than two (2) at any one time.
- E. Signage: One (1) non-illuminated, non-permanent, maximum size 2 sq. ft. may be displayed on the premises.
- F. Parking: One (1) additional off-street parking space is required beyond existing residential requirements, two (2) if there is a non-residential employee.
- G. Hours of Operation: 8:00 A.M. until 6:00 P.M., Monday through Saturday.
- H. Noise and Odors: Business activities must not generate detectable noise, fumes; dust, or odors beyond the property boundaries.
- I. Structural Modifications: No visible external alterations inconsistent with residential character.
- J. Licenses: Must provide all current and valid licenses required and issued by the State of Oklahoma and/or Health Department.

**Section 6. Permit Process.**

- A. Applicants must submit a Specific Use Business Permit Application to the Planning Commission through the Community Development Directors Office.
- B. The Director’s office shall:
  - 1) Review the application for completeness.
  - 2) Request documentation necessary to review the request.
  - 3) Write a report of finding to the Commission.
  - 4) Within ninety (90) days present to Planning Commission for consideration of Special Use Permit request.

- C. The Planning Commission may approve or deny the request based on the report.
- D. The Planning Commission may review and add requirements based on the report and proposed business use.
- E. Permits are valid for two (2) years if approved, renewable subject to compliance review.

**Section 7. Enforcement and Revocation.**

The Community Development Director's Office may revoke a permit for:

- Violation of permit conditions.
- Verified complaints from neighbors
- Failure to comply with applicable codes or standards.

**Section 8. Appeals.**

Applicants or affected parties may appeal decisions made by the Sallisaw Planning Commission to the Board of City Commissioners by filing a written notice of appeal within 10 days of final determination with the City Clerk.

**SECTION 9. Severability.**

If, regardless of cause, any section, subsection, paragraph, sentence, phrase, portion, or clause of this ordinance is held invalid or determined to be unconstitutional by any court or competent jurisdiction, the remaining sections, subsections, paragraphs, sentences, phrases, portions, or clauses shall continue in full force and effect and shall be construed thereafter as being the entire provisions of this ordinance.

**SECTION 10. Repealer.**

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed to the extent of this conflict.

**SECTION 11. Codification.**

The City Clerk is hereby directed to enter and amend the Sallisaw Code of Ordinances, as authorized and approved by this Ordinance.

**Section 12. Effective Date.**

This Ordinance shall be effective thirty (30) days after passage upon meeting the publication requirements.

**Approved this 11<sup>th</sup> day of August 2025.**

**CITY OF SALLISAW, OKLAHOMA**

**By; \_\_\_\_\_**

**ERNIE MARTENS, Mayor**

**ATTEST:**

\_\_\_\_\_

**KIM JAMISON, City Clerk**

**Approved as to form:**

\_\_\_\_\_

**JORDAN PACE, City Attorney**

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** OkMRF Trustee

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**ITEM TITLE:** Discussion and possible action on Resolution No. 2025-12; *A Resolution of City of Sallisaw (employer name) Casting a Vote for Trustee of the Oklahoma Municipal Retirement Fund (OkMRF) to Fill the Expiring Term of District 2 Trustee Representing the Entire Membership*

**INITIATOR:** OkMRF  
City Manager

**STAFF INFORMATION SOURCE:** Bio  
City Manager

**BACKGROUND:** Staff is recommending Greg Buckley for the District 2 Trustee position with the Oklahoma Municipal Retirement Fund (OkMRF).

**EXHIBITS:** 1. 2025-District-2-Nominees-Bios-final  
2. 2025-12 .Official-Ballot-resolution-for-District-2

**KEY ISSUES:** N/A

**FUNDING SOURCE:** N/A

**RECOMMENDATION:** Approval of Resolution No. 2025-12, casting a vote for Greg Buckley as District 2 Trustee with OkMRF.



**2025 ELECTION OF DISTRICT 2 TRUSTEE  
OKLAHOMA MUNICIPAL RETIREMENT FUND (“OkMRF”)**

The governing body of each OkMRF Member is entitled to cast by resolution one (1) vote for the office of District 2 Trustee. The resolution (enclosed) must be returned and received no later than **August 30, 2025**. Please note: **Resolutions should be signed with a seal affixed to the ballot. Any resolutions unsigned or not received in the OkMRF offices by the deadline will not be valid. To ensure your ballot has been received in the OkMRF office, please call 1-888-394-6673, Ext 100 for confirmation.**

CAST YOUR VOTE FOR ONE (1) OF THE FOLLOWING NOMINEES ON THE ENCLOSED RESOLUTION:

**GREG BUCKLEY**

- Greg Buckley is presently the Town Administrator for the Town of Carlton Landing.
- Mr. Buckley holds a Bachelor of Arts degree in Public Administration from University of Oklahoma and Master of Arts in Public Administration from Northern Illinois University.
- He has approximately thirty-five (35) years’ experience in municipal government.
- He serves on the City Manager Association of Oklahoma (CMAO) Board and has served as Treasurer and President. He is a CMAO Accredited Manager.
- He served on the Oklahoma Public Employers Labor Relations Association both as a Board member and President.
- He served on the Oklahoma Public Employee Relations Board as the City Representative November 2012 to June 2017.
- Greg serves on the Oklahoma Municipal League Legislative Committee.
- He served as Chairman of the Lake Eufaula Advisory Committee working with the U.S. Army Corp of Engineers.
- He has worked as an Adjunct Professor for Webster University.
- Mr. Buckley has worked for municipalities in three of the four quadrants of the State.
- He has served communities of all population sizes ranging from 94 to 95,000.
- He also works as a consultant helping communities with Labor Relations, Grants, Policies and Procedures, Financial Management, Operations, Strategic Planning, and Project Management.
- He has served in positions as City Manager, Town Administrator, Assistant City Manager, Treasurer/Finance Director, and Public Works Director in various municipal governments.
- He volunteers as a Certified Mediator with the OK Courts Early Settlement Alternative Dispute Resolution program.
- Greg has been married to his wife, Betty, for twenty-six (26) years and enjoys spending time with his three (3) grandchildren.

**JIMMY ROBINSON**

- Jimmy Robinson is currently the Superintendent for the Porum Public Works Authority, a position he has held for the past twelve (12) years.
- Mr. Robinson started his career with the Porum Public Works Authority in 2001 as a Water Operator before working his way through the ranks.
- He also works in other municipal positions such as Floodplains Administrator, Code Enforcement Officer, and Authorized Agent for OkMRF.
- Mr. Robinson holds a Bachelor of Science degree in Education from Northeastern State University.

### **JIMMY ROBINSON, Continued**

- He was awarded the statewide Excellence in Operations award from the Oklahoma Rural Water Association in 2018 and went on to win the Ultimate Meter Challenge at the National Rural Water Association's WaterPro Conference.
- He is a U.S. Navy veteran who is still very active in the local chapter of the American Legion.
- He has been a long-time Little League baseball and football coach, as well as being the League President and President of the Athletic Booster club.
- Mr. Robinson owns and operates his own family farm with 60-head of cattle, shows pigs with his three children, and is a proud supporter and sponsor of the FFA.
- He is also a business owner, operating Triple B Sanitation with his wife, Pam, of twenty-eight (28) years.
- He attends First Baptist church of Webbers Falls with his family where he loves to cook for church and community events.
- Jimmy is the proud dad of Brian, Braydan, and Brutus, and the proud grandfather of Aidan, Christopher, and Laiklyn Jo.

### **DANIEL TARKINGTON**

- Initially Daniel Tarkington worked as a municipal employee in Checotah for approximately five (5) years before deciding to run for office.
- Mr. Tarkington was elected Mayor in 2015 at age twenty-eight (28), defeating two-term incumbent by a wide margin—73.7% to 26.4%. And was sworn in for successive terms, including re-election with council members in 2023.
- He has served on the Board of Trustees of the Oklahoma Municipal Assurance Group (OMAG), initially appointed in 2018, and served until 2022.
- He is a member of the Oklahoma Municipal League (OML) Mayor's Council and a graduate of the OML Leadership Class VI.
- Daniel was the 2018 Mayor of the year recipient for cities under 5,000.
- He led revitalization efforts—enhancing curb appeal along U.S. Highway 69 and Interstate 40, working with OU's Institute for Quality Communities.
- Mr. Tarkington championed improvements to community spaces, including organizing local festivals, promoting a new City Hall, and boosting recreation via a splash pad and youth facilities. His campaign included a pledge to expand the sports complex with amenities like soccer fields, basketball courts, pickle ball courts, baseball fields, Justin Durrett Memorial pavilion, and a farmers' market.
- He actively supported the first-ever "Downtown Greenspace" engagement meeting with University of Oklahoma students in January 2025.
- Daniel authorized a cross-deputization agreement between Checotah Police and Muscogee Nation LightHorse Police in 2021, a move approved unanimously by the city council.
- Married to Jamie, they have two (2) daughters, RayLynn and Hallory.
- In his spare time, you might spot him racing dirt-track cars—he is known locally for that passion.
- Daniel is actively engaged in community events: Organizing Checotah's Freedom Celebration, assisting with the 5 K run, and various other activities.
- Under Mayor Tarkington, Checotah attracted significant contributions from hometown celebrity Carrie Underwood—estimated around \$500,000—funding animal shelters, school improvements, generators, and a splash pad.

**RESOLUTION NO. 2025-12**

**OFFICIAL BALLOT**

**A RESOLUTION OF CITY OF SALLISAW (employer name)  
CASTING A VOTE FOR TRUSTEE OF THE OKLAHOMA  
MUNICIPAL RETIREMENT FUND (OkMRF) TO FILL THE  
EXPIRING TERM OF DISTRICT 2 TRUSTEE REPRESENTING  
THE ENTIRE MEMBERSHIP.**

**WHEREAS, CITY OF SALLISAW**, participates in the OkMRF and is eligible to cast one vote for the Trustee office of the OkMRF Board to fill the expiring term for District 2 Trustee; and

**WHEREAS,** no vote can be split or cast in any fraction or part of the whole; and

**WHEREAS,** the Authorized Agent indicates the results of our vote on the ballot and returns this ballot to the Trust Administrator between July 20, 2025, and August 30, 2025.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor/Chair and City Council/Board, of the participating employer CITY OF SALLISAW, that its vote for the District 2 Trustee shall be cast for the following nominee (fill in name of nominee):

1. GREG BUCKLEY  
District 2 Trustee

**\*\*\*END\*\*\***

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Mayor/Chair and City Council/Board of the participating employer of CITY OF SALLISAW on the 11TH day of AUGUST, 2025.

\_\_\_\_\_  
Mayor/Chair

Attest (Seal):

\_\_\_\_\_  
City Clerk/Secretary/Authorized Agent

**TO ENSURE DELIVERY, PLEASE CALL 1-888-394-6673 EXT. 100**

**MAIL RESOLUTIONS TO:  
OKLAHOMA MUNICIPAL RETIREMENT FUND  
1001 NW 63<sup>RD</sup> STREET, SUITE 260  
OKLAHOMA CITY, OK 73116**

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Storm Sirens

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**ITEM TITLE:** Discussion and possible action on Purchase Order No. 106278, issued to Storm Sirens, Inc. of Norman, Oklahoma, in the amount of \$36,930.00 for the purchase of one (1) Sentry Model 14V-B Stationary Warning Siren with Two-Way Fiber Optic Control

**INITIATOR:** Economic Development Director  
Electric Superintendent  
IT Manager

**STAFF INFORMATION SOURCE:** Storm Sirens Inc.

**BACKGROUND:** With approval of this item, the city is planning to utilize approved grant funds, from the United States Department of Agriculture (USDA), to replace two (2) existing storm sirens and convert three (3) remaining sirens with a fiber connection. The two (2) Sentry Model 14V-B units are replacing two (2) existing sirens in order to operate all the storm sirens under one operating system. This item is needed in order to maintain system continuity, efficiency, operability, and safety. The fiber interface will increase reliability and allow two-way reporting on the functionality of the sirens.

**EXHIBITS:** 1. Sallisaw, OK 2025 14V-B New + Old Batteries UPDATED

**KEY ISSUES:** Utilizing grant funds to replace two (2) existing storm sirens and convert three (3) remaining sirens with a fiber connection.

**FUNDING SOURCE:** USDA Grant Funding of \$38,445.00 and Match of \$39,815.00.  
Budgeted funds are \$69,900.00 GL# 102-601-57901

**RECOMMENDATION:** Approval of Purchase Order No. 106278 in the amount of \$36,930.00 to Storms Siren, Inc.

# Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

1-800-527-6375

[stormsirens@aol.com](mailto:stormsirens@aol.com)

August 6, 2025

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

Regarding: Additional Storm Warning Siren

Dear Mr. Boremann:

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 400 sirens in the State of Oklahoma, including 5 in the City of Sallisaw.

In regard to your recent conversation with Dan Chaney, you will find below itemized proposals on the Sentry Model 14V-B Storm Warning Siren for the City of Sallisaw. The Sentry Model 14V-B is the same model installed in the City this past winter. These proposals are based the FEMA guidelines for outdoor warning.

## **Sentry Model 14V-B**

The Sentry Model 14V-B normally runs from 230 VAC, single-phase, 125-amp service. In the event of a power failure, the siren will run from its bank of rechargeable batteries.

The first of the enclosed proposals is for a Sentry Model 14V-B equipped with the standard Optima 34U Redtop batteries used in the City's 5 existing sirens. Equipped with these batteries, the Sentry Model 14V-B would have a minimum cumulative runtime of 30 minutes (i.e., 10 3-minute signals) on DC power.

The second of the enclosed proposals is for the Sentry Model 14V-B that is equipped with new lithium battery technology. The factory has been testing these batteries for the past year and has now worked out the issues with changing equipment. Equipped with these batteries, the Sentry Model 14V-B would have a minimum cumulative runtime of 60 minutes (i.e. 20 3-minute signals) on DC power.

Each Sentry Model 14V-B is custom made using parts cast from the same metal ingot which means that the components expand and contract in the heat and cold at the same rate. This ensures significantly closer tolerances and longer operational life.

# Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

1-800-527-6375

[stormsirens@aol.com](mailto:stormsirens@aol.com)

Unlike most competitive sirens, the Sentry Model 14V-B is 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.**

## Sentry Model 14V-B w/ 30-Minute Batteries

Proposal Features:

- Installation of 1 New Siren Equipped with Standard Battery Back-Up at New Location
- Two-Way Control through Fiber Optics

<b>Qty. 1</b>	<b>Sentry Model 14V-B Stationary Warning Siren</b>	<b>\$20,750.00</b>
	<b>Omni-Directional</b>	
	<b>14 HP Continuous Duty DC Motor</b>	
	<b>dB Rating at 100 Feet: 127</b>	
	<b>Range: 5000 Ft Radius/10000 Ft Diameter</b>	
	<b>Optima 34U Redtop Batteries</b>	<b>\$1,600.00</b>
	<b>Battery Box W/ Dual Pro Chargers</b>	
	<b>Magnetic Starter in a NEMA 3R Enclosure</b>	
	<b>Pole Mounting Hardware</b>	<b>\$1,650.00</b>
	<b>Shipping</b>	<b>\$1,300.00</b>
<b>Qty. 1</b>	<b>CD&amp;F Model SD2300 Two-Way Decoder</b>	<b>\$1,750.00</b>
	<b>Weatherproof, Lockable Cabinet</b>	
	<b>Antenna</b>	<b>\$150.00</b>
	<b>Programming</b>	
	<b>Material</b>	<b>\$580.00</b>
	<b>Additional Labor for Fiber Optics</b>	<b>\$325.00</b>
<b>Qty. 1</b>	<b>Installation</b>	
	<b>45' Class II Wooden Telephone Pole</b>	<b>\$950.00</b>
	<b>Material</b>	<b>\$1,600.00</b>
	<b>Labor</b>	<b>\$4,800.00</b>
	<b>Total Price, Complete &amp; Installed (Turn-Key)</b>	<b>\$35,455.00</b>

# Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

1-800-527-6375

[stormsirens@aol.com](mailto:stormsirens@aol.com)

## Sentry Model 14V-B w/ 30-Minute Batteries

Proposal Features:

- Installation of 1 New Siren Equipped with Lithium Battery Back-Up at New Location
- Two-Way Control through Fiber Optics

<b>Qty. 1</b>	<b>Sentry Model 14V-B Stationary Warning Siren</b>	<b>\$20,750.00</b>
	Omni-Directional	
	14 HP Continuous Duty DC Motor	
	dB Rating at 100 Feet: 127	
	Range: 5000 Ft Radius/10000 Ft Diameter	
	Lithium Batteries w/ Bluetooth & Battery Warmer	\$2,875.00
	Battery Box W/ Lithium Charger	
	Magnetic Starter in a NEMA 3R Enclosure	
	Pole Mounting Hardware	\$1,650.00
	Shipping	\$1,500.00
<b>Qty. 1</b>	<b>CD&amp;F Model SD2300 Two-Way Decoder</b>	<b>\$1,750.00</b>
	Weatherproof, Lockable Cabinet	
	Antenna	\$150.00
	Programming	
	Material	\$580.00
	Additional Labor for Fiber Optics	\$325.00
<b>Qty. 1</b>	<b>Installation</b>	
	45' Class II Wooden Telephone Pole	\$950.00
	Material	\$1,600.00
	Labor	\$4,800.00
	<b>Total Price, Complete &amp; Installed (Turn-Key)</b>	<b>\$36,930.00</b>

### Installation

The above proposals include installation of the Sentry Model 14V-B on a 45' class II wooden telephone pole as well as all labor and materials associated with the complete installation. The

## Storm Sirens, Inc.

3801 Harrogate Drive

Norman, Ok 73072

1-800-527-6375

[stormsirens@aol.com](mailto:stormsirens@aol.com)

only items that the City of Sallisaw would be responsible for providing would be the siren sites, appropriate electrical service to the siren pole and any information needed to program the decoder.

**The above proposals do not include removal of existing equipment.**

If the appropriate size pole and/or setting of the pole or mounting of the siren can be provided by the City or donated to the installation, this would result in a credit on the final invoice. The amount of the credit would depend on which services were provided.

### Activation

Both proposals include installation of the siren with two-way fiber optic activation. This would allow the secure activation of the new siren in unison with the existing system as well as allow the siren to be polled and its status received at the Report Back control console.

### Availability

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

### Warranties

As stated, the Sentry Model 14V-B is covered by a 5-year warranty. The installation, including the pole, is covered by a 5-year warranty. The Optima 34U Redtop batteries included in the first proposal are covered by a 2-year warranty. The lithium batteries included in the second proposal are covered by a 5-year replacement, 10-year pro-rated warranty. The CD&F Model SD2100 Radio Decoder is covered by a 2-year warranty.

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, please contact us by phone at 1 (800) 527-6375 or by e-mail at [stormsirens@aol.com](mailto:stormsirens@aol.com).

Sincerely,

*Cynthia E. Engelbrecht*

Cynthia E. Engelbrecht  
President & COO

CEE:st

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Water Leak Adjustment Police

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**ITEM TITLE:** Discussion and possible action on City of Sallisaw Administrative Policy Number: 7.005.00, Revision 2, Water Leak Adjustment Policy

**INITIATOR:** City Manager

**STAFF INFORMATION SOURCE:** City Manager

**BACKGROUND:** Our current policy only addresses the "water side" of a water leak on which our sewer rates are based. This proposed change to the policy will allow for a reduction in total water used if the leak is between November and March and prevent a leak from affecting the sewer rate calculation, which is based on an average of water used between November and March for current customers and is a "running rate" for new customers.

**EXHIBITS:** 1. 7.005.00 Water Leak Adjustment.Rev2.final

**KEY ISSUES:** N/A

**FUNDING SOURCE:** N/A

**RECOMMENDATION:** Approval of Administrative Policy No. 7.005.001, Revision 2, Water Leak Adjustment Policy

<b>CITY OF SALLISAW ADMINISTRATIVE POLICY</b>		<b>Policy Number:</b>	7.005.00	<b>Revision</b>	2
		<b>Effective Date</b>	November 12, 2019		
<b>Subject:</b>	Water Leak Adjustment				
<b>Department(s):</b>	Administration, Building Development, Customer Service, Finance, Water				

**Purpose**

The purpose of this policy is to provide partial relief to customers in the instance a customer has sustained a loss of billable Water due to a leak on their properties, and when the customer has promptly made repairs.

**Background**

Water lines are subject to leaks due to various causes. The City of Sallisaw is responsible for water service lines up to and including the water meter. The customer is responsible for the water service line from the water meter to the home or building.

**Definitions:**

1. Water Loss Period: Established by the customer’s billing cycle. The Water loss period may cover more than one billing cycle, but will not exceed the previous six (6) consecutive billing cycles.
2. Calculated Water Loss: The amount of Water estimated to have been lost during the Water loss period due to a leak in the water service line on the customer side of the water meter. The estimated Water loss amount will be used to calculate a credit up to 50% of the amount of the Water loss. The calculated Water loss does not include water loss from running toilets, leaking faucets, etc. The loss only includes leaks in the service lines between the water meter and the customer’s properties.
3. Calculated Sewer Loss: If the leak occurs during the customer’s billing cycles from November to March, the estimated gallons of Water Loss is not included in the recalculation of Sewer charges each July 1 using a customer’s average monthly usage from November through March. New customers will receive credit based on Calculated Water Loss. **\*\*Sewer rates are calculated annually on July 1 using the customer’s average use from the period of November through March. In the case of new customers, the rate is calculated monthly until the first November-March cycle is complete\*\***

**Notification of Water Leaks to Customers**

The City of Sallisaw is under no obligation to inspect customer water lines, or to routinely search for or identify water leaks on the customer’s side of the water meter. During the City’s meter reading or billing process, if we identify potential water leaks we will inspect the location and

notify customers either by phone or door tag. If a customer suspects they have a water leak, they may contact the city and we will assist in determining if a leak exists or not. If a customer is notified of a leak, and the leak is not repaired within 30 days, the City may turn off water service until repairs are made. *If the water leak is significant, the City may turn the water service off immediately, without notification.*

### **Policy/Procedure**

1. This policy applies to all water customers of the City.
2. Any approved credits will be applied to the customer's utility billing statement. Amount of water and sewage loss calculated will apply to the customer's Water billing.
3. Calculation of Water Loss Credit. The credit applied for any water leak will not exceed 50% of the value of calculated water loss during the water loss period. The Water loss period shall not exceed the previous six (6) consecutive billing cycles. To assist in calculating the Water loss, the city shall utilize historic usage information of the customer, when this data is available. If the customer does not have sufficient usage information available, the adjustment will be based on available data.
4. Calculation of Sewer Loss. The number of gallons of water loss will be subtracted from the applicable months' usage if the leak occurs between November and March. This will prevent the leak from affecting the annual sewer rate recalculation on July 1. Any sewer leaks outside of this period will not affect monthly sewer charges as these are set July 1 for the next year. New customers will have their bills adjusted in accordance with the Water Loss calculation process and receive a 50% credit commensurate with the water loss calculations.
5. Any Water loss credit applied shall be due to a water leak on the service line between the water meter and the customer's home or building. Credit will only be given for the calculated Water loss, not the cost of repair nor the utility's service charges.
6. To apply for relief, a customer must meet the following criteria:
  - a. Customer must have suffered a water leak, on their premise, on the water line between the water meter and their home or building. Leaks inside the premise (toilets, faucets, water tanks, etc.) do not qualify for adjustment.
  - b. Customer must have had the leak repaired within 30 days of discovery or notification.
  - c. Customer must not have had a leak adjustment in the preceding 12 months.
  - d. Customer must request an adjustment within 14 days of having the leak repaired.
  - e. Customer must complete the city's form for requesting a leak adjustment.
  - f. Customer must submit an original receipt from a licensed plumber making the repairs, or receipt for materials/equipment owner used in the repair of the water line.

7. Before a Water loss credit is applied to the customer's account, the City reserves the right to inspect the area in which the leak was repaired.

**References:** NA

**Rescission Date:** N/A

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

\_\_\_\_\_ Date: \_\_\_\_\_  
Mayor, City of Sallisaw

\_\_\_\_\_ Date: \_\_\_\_\_  
City Manager, City of Sallisaw

Attest

\_\_\_\_\_ Date: \_\_\_\_\_  
City Clerk

Revision History

November 12, 2019, Revision 1

August 11, 2025, Revision 2

Attachment:

Water Loss Adjustment Form

## REQUEST FOR WATER/SEWER ADJUSTMENT DUE TO WATER LEAK

Name on Account	Account Number
Service Address	Phone Number
Approximate Date Leak Occurred	Date Leak was Repaired

**Water Loss Period:** Established by the customer’s billing cycle. The water loss period may cover more than one billing cycle, but not exceed the previous six (6) consecutive billing cycles.

**Calculation of Water Loss Credit.** The amount of **Water** estimated to have been lost during the water loss period due to a leak in the service line on the customer side of the water meter. The water loss amount will be used to calculate a credit up to 50% of the amount of the **Water** loss. The calculated **Water** loss does not include water loss to running toilets, leaking faucets, etc., only leaks in the service lines between the water meter and the customer’s home or building.

**Criteria for Water Leak Adjustment:**

- a. Customer must have suffered a water leak, on their premise, on the water line between the water meter and their home or building. Leaks inside the premise (toilets, faucets, water tanks, etc.) do not qualify for adjustment.
- b. Customer must have had the leak repaired within 30 days of discovery or notification.
- c. Customer must not have had a leak adjustment in the preceding 12 months.
- d. Customer must request an adjustment within 14 days of having the leak repaired.
- e. Customer must complete the city’s form for requesting a leak adjustment.
- f. Customer must submit an original receipt from a licensed plumber making the repairs, or receipt for materials/equipment used in the repair of the water line.

**\*ATTACH RECEIPT FOR PLUMBER OR PARTS/EQUIPMENT USED FOR REPAIR\***

I hereby notify the City of Sallisaw that I have sustained a service line water leak at the above address and that it has been repaired. I am requesting an adjustment to my water bill according to city policy. I understand that signing this form does not guarantee an adjustment. I confirm by signing this form, that all the information provided is accurate and complete to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name Printed: \_\_\_\_\_

---

CSR: \_\_\_\_\_ Date Received: \_\_\_\_\_

**Utility Billing:**

Estimated water loss gallons: \_\_\_\_\_ x .50 = \_\_\_\_\_ maximum gallon adjustment.

Adjustment \$ \_\_\_\_\_

Approved by City: \_\_\_\_\_ YES NO

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Replat of Fairview Addition.

---

**ITEM TITLE:** Discussion and possible action on Planning Commission Case No. PC2025-002; Replat of Fairview Addition by 55 Properties, LLC

**INITIATOR:** Austin Carrigan, agent for 55 Properties, LLC

**STAFF INFORMATION SOURCE:** Community Development Staff

**BACKGROUND:** Austin Carrigan, agent for 55 Properties, LLC, is requesting a replat of Lots 10 thru 14, Block 6, Fairview Addition, an addition to the City of Sallisaw. The property is located at 906 S. Main. Planning Commission heard this Case at their August 5th meeting and recommended approval.

**EXHIBITS:** 1. PC2025-002 App  
2. PC2025-002 25-160 55 PROPERTIES SURVEY

**KEY ISSUES:** N/A

**FUNDING SOURCE:** N/A

**RECOMMENDATION:** Approval of Planning Commission Case No. PC 2025-002; Replat of Fairview Addition.

CASE # \_\_\_\_\_

PLANNING COMMISSION

APPLICATION FOR PLAT APPROVAL

Application is hereby made to the Planning Commission of a recommendation to the City Council for rezoning of the following described property to a district

Iola & Main / 906 S main  
General Location \_\_\_\_\_

(Street Address, Legal Description and Acreage: Attach additional sheets if necessary)

Present Use of Property R-2

Proposed Use of Property RT-2

Record Owner of Property SS properties

If Applicant is other than owner, indicate interest:  purchaser,  lessee,

agent for, \_\_\_\_\_  other \_\_\_\_\_

Are there any Private or Deed Restrictions controlling the use of this property? no

I do hereby certify that the information herein submitted is complete, true and accurate.

Signed [Signature]

Address 475741 E 1053 RD.

Phone 918-774-2020

Muldrow OK 74948

APPLICANT - DO NOT WRITE BELOW THIS LINE

Application Received by: \_\_\_\_\_ Date: \_\_\_\_\_

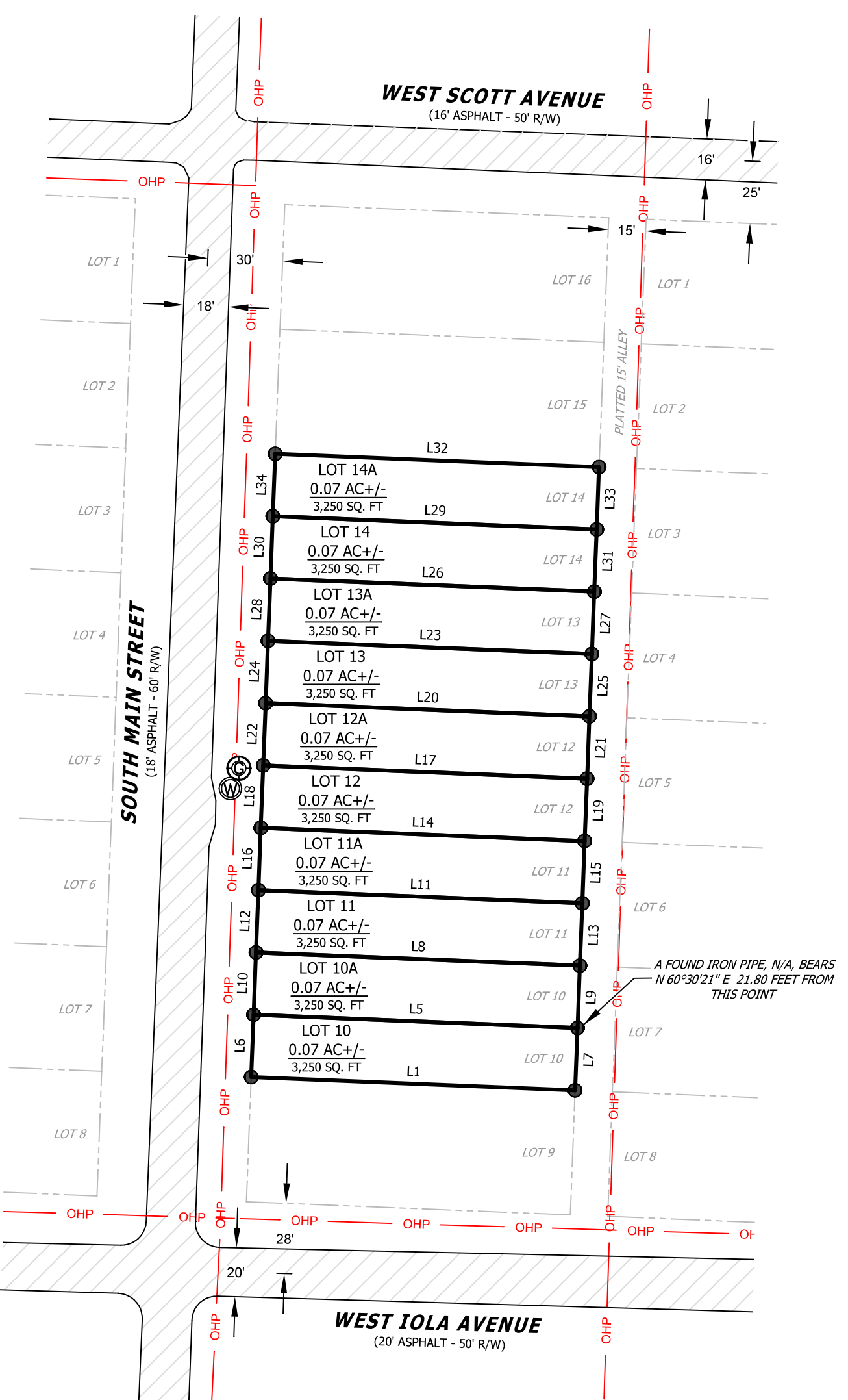
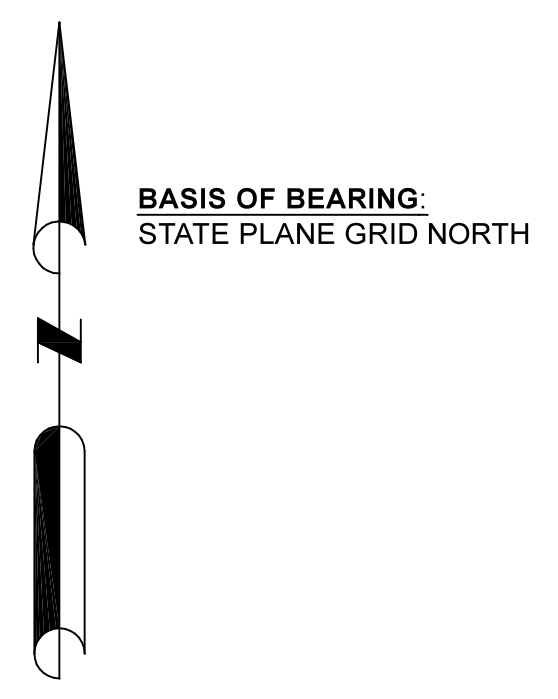
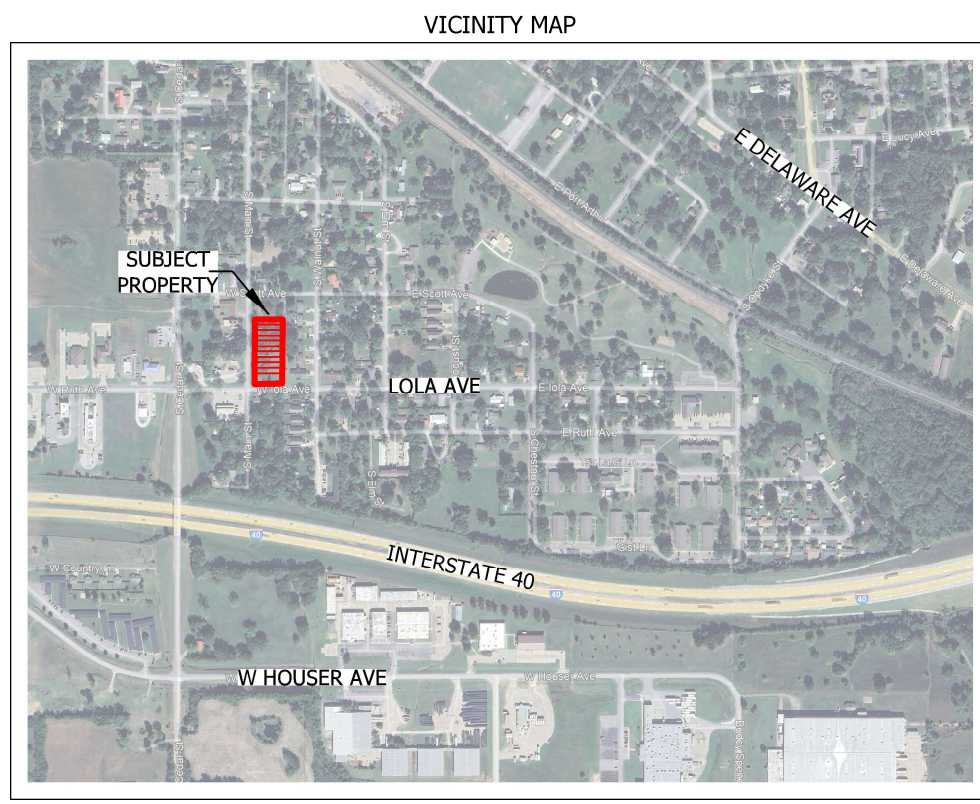
Present Zoning \_\_\_\_\_

Fee Receipt: \_\_\_\_\_ Requested: \_\_\_\_\_

PC Action: \_\_\_\_\_ Date: \_\_\_\_\_

City Action: \_\_\_\_\_ Date: \_\_\_\_\_

Ordinance No.: \_\_\_\_\_



**APPROVAL OF PLAT**

The Board of Commissioners of the City of Sallisaw, Oklahoma hereby approve this plat of "Fairview Addition, Lots 10, 10A, 11, 11A, 12, 12A, 13, 13A, 14, & 14A, BLOCK 6", an addition to the City of Sallisaw, Oklahoma, and accept the easements shown therein.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

CITY OF SALLISAW, OKLAHOMA

MAYOR \_\_\_\_\_

ATTEST: \_\_\_\_\_

CITY CLERK \_\_\_\_\_

The Planning Commission of the City of Sallisaw, Oklahoma recommends approval of plat "Fairview Addition, Lots 10, 10A, 11, 11A, 12, 12A, 13, 13A, 14, & 14A, BLOCK 6", an addition to the City of Sallisaw, Oklahoma and the easements as shown therein.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025

CHAIRMAN \_\_\_\_\_

SECRETARY \_\_\_\_\_

**TREASURER'S CERTIFICATE**

I, \_\_\_\_\_ as Treasurer of Sequoyah County, Oklahoma, do hereby certify that all taxes on the property hereon platted and described have been paid or cash bond placed to secure the same.

Dated the \_\_\_\_ day of \_\_\_\_\_, 2025.

COUNTY TREASURER \_\_\_\_\_

**BASIS OF SURVEY:** THIS IS A PARTIAL SURVEY OF THAT PROPERTY DESCRIBED IN DEED BOOK 1695, PAGE 796, OF THE SEQUOYAH COUNTY RECORDS. SEE ALSO A PRIOR PLAT OF FAIRVIEW ADDITION NO. 2 TO THE CITY OF SALLISAW.

**FLOOD STATEMENT:** THE DESCRIBED PROPERTY LIES IN FLOOD ZONE "X" OF THE FIRM MAP #40135C0408F, EFFECTIVE ON 09-29-2010, AS PER FEMA.

**TITLE RESEARCH NOTE:** IN ADDITION TO THE INITIAL DOCUMENTS RECEIVED BY THE CLIENT, OR THEIR REPRESENTATIVE, ONLY LIMITED DEED RESEARCH WAS PERFORMED BY THIS COMPANY DURING THIS SURVEY. THEREFORE, PLEASE HAVE A REPUTABLE TITLE COMPANY CONFIRM THE SURVEYED PROPERTY AND THE ACREAGE SHOWN.

**EASEMENTS:** EASEMENTS OR RIGHTS OF WAY COULD EXIST THAT AFFECT THE INTENDED USE OF THIS PROPERTY. TO PROTECT YOUR INTEREST, YOU CAN CALL OKLAHOMA ONE CALL TO HAVE ALL UTILITIES MARKED ON THE GROUND. YOU CAN CONSULT THE TITLE COMPANY FOR ANY EASEMENTS OF RECORD, OR YOU CAN UPGRADE THIS SURVEY TO AN A.L.T.A., LAND TITLE SURVEY. THIS ALLOWS US TO COORDINATE WITH THE TITLE COMPANY AND OKLAHOMA ONE CALL, AND THEN SUBSEQUENTLY PLOT ANY RELEVANT EASEMENTS ON THE SURVEY PLAT FOR YOUR REVIEW.

LINE	BEARING	DISTANCE
L1	S 87°40'02" E	130.00'
L5	N 87°40'02" W	130.00'
L6	S 02°12'22" W	25.00'
L7	N 02°12'22" E	25.00'
L8	S 87°40'02" E	130.00'
L9	S 02°12'22" W	25.00'
L10	N 02°12'22" E	25.00'
L11	N 87°40'02" W	130.00'
L12	S 02°12'22" W	25.00'
L13	N 02°12'22" E	25.00'
L14	S 87°40'02" E	130.00'
L15	S 02°12'22" W	25.00'
L16	N 02°12'22" E	25.00'
L17	N 87°40'02" W	130.00'
L18	S 02°12'22" W	25.00'
L19	N 02°12'22" E	25.00'
L20	S 87°40'02" E	130.00'
L21	S 02°12'22" W	25.00'
L22	N 02°12'22" E	25.00'
L23	N 87°40'02" W	130.00'
L24	S 02°12'22" W	25.00'
L25	N 02°12'22" E	25.00'
L26	S 87°40'02" E	130.00'
L27	S 02°12'22" W	25.00'
L28	N 02°12'22" E	25.00'
L29	N 87°40'02" W	130.00'
L30	S 02°12'22" W	25.00'
L31	N 02°12'22" E	25.00'
L32	S 87°40'02" E	130.00'
L33	S 02°12'22" W	25.00'
L34	N 02°12'22" E	25.00'

# PRELIMINARY

## REPLAT OF LOTS 10 THRU 14, BLOCK 6

# FAIRVIEW ADDITION

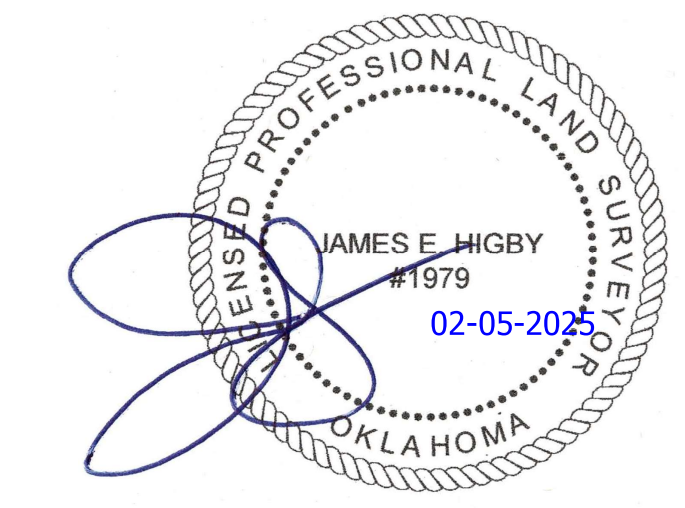
An addition to the City of Sallisaw, being a part of the SW¼ SW¼ of Section 05, Township 11 North, Range 24 East, in Sequoyah County, Oklahoma.

Date: 02-05-2025 Scale: 1"=50'

Owner/Developer: 55 Properties, LLC

CORNERSTONE SURVEYING  
3501 S. GARY STREET  
FORT SMITH, AR 72903

OFFICE: (479) 763-1414  
www.cornerstone-surveying.com



**DEED OF DEDICATION**

KNOW ALL MEN BY THESE PRESENTS:

That I/We, \_\_\_\_\_ being the (sole owner/president/corporate CEO) of the fee simple and to the following described real estate in the County of Sequoyah, State of Oklahoma, to-wit:

**Parent Tract Description:** Lots 10 thru 14, Block 6, Fairview Addition to the City of Sallisaw, in Sequoyah County, Oklahoma, as shown on this survey plat (surveyed by Cornerstone Surveying, for 55 Properties, LLC, on 02-05-2025, job# 25-160), containing 0.70 acres more or less, subject to any easements or rights of way of record.

have caused the same to be surveyed, staked, and platted and have caused the same to be named and designated "Fairview Addition, Lots 10, 10A, 11, 11A, 12, 12A, 13, 13A, 14, & 14A, BLOCK 6", an addition to the City of Sallisaw, Oklahoma. I/We hereby dedicate to the City of Sallisaw, its successors and assigns, all easements and street as shown on this plat and do hereby guarantee clear title to all land that is dedicated for the purpose of providing an orderly development of the entire tract.

Owner \_\_\_\_\_

STATE OF OKLAHOMA  
COUNTY OF SEQUOYAH

Before me, the undersigned, a Notary Public in and for said County and State on this \_\_\_\_ day of \_\_\_\_\_, 2025, personally appeared \_\_\_\_\_, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he/she/they executed the same as his/her/their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

Notary \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**SURVEYOR'S CERTIFICATE**

I, James E. Higby, a competent surveyor and a Professional Surveyor under Registration No. 1979, do hereby certify that I have carefully and accurately surveyed and staked the property located on a part of Fairview Addition, as described on this plat and that iron pins have been placed at all property corners and that the described plat is a true representation of said survey.

Certificate of Authorization: #8140

Witness my hand this the 5th day of February, 2025.

James E. Higby, PS 1979



STATE OF OKLAHOMA  
COUNTY OF SEQUOYAH

Before me, the undersigned, a Notary Public in and for said County and State on this \_\_\_\_ day of \_\_\_\_\_, 2025, personally appeared \_\_\_\_\_, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

Notary \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**LEGEND**

○ FOUND IRON PIN	⊗ FOR. SERV. MONUMENT	--- SET BACK LINE	HVA/E HIGH VOLTAGE A/E
⊙ FOUND IRON PIPE	⊗ FND. ALUM. CAP OR MON.	POB POINT OF BEGINNING	R/W RIGHT OF WAY
△ FOUND IRON SPIKE	■ FENCE CORNER POST	--- FENCE LINE	-g- UNDERGROUND GAS LINE
□ FOUND SET STONE	● SET 1/2" REBAR	(xxx) RECORD DISTANCE	⊕ GAS METER
⊠ R/W MARKER	⊙ SET 2" CAP-1/2" REBAR	-OHP- OVERHEAD POWER	U/P UNDERGROUND PHONE
▽ FOUND "T" POST	◆ SET R.R. SPIKE	⊕ WATER METER	UGE UNDERGROUND ELEC.
◇ FOUND R.R. SPIKE	⊕ COMPUTED POINT	WV WATER VALVE	-s-s- SANITARY SEWER
FH FIRE HYDRANT	U/E UTILITIES ESMT.	W WATER LINE	⊕ MANHOLE

**AGENDA ITEM COMMENTARY**

**Meeting Date:** August 11, 2025  
**Board:** Board of City Commissioners  
**Subject:** Rezone

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**ITEM TITLE:** Discussion and possible action on Planning Commission Case No. PC2025-003; rezoning request from Residence District (R-2) to High Density Residential Housing District (RT-2) by 55 Properties, LLC. and Ordinance No. 2025-15; *An Ordinance Amending the Zoning Map of Sallisaw and Declaring an Emergency*

**INITIATOR:** Austin Carrigan, agent for 55 Properties, LLC

**STAFF INFORMATION SOURCE:** Community Development Staff

**BACKGROUND:** Austin Carrigan, agent for 55 Properties, LLC, is requesting a rezone of Lots 10 thru 14, Block 6, Fairview Addition from Residence District (R-2) to High Density Residential Housing (RT-2). The property is located at 906 S. Main. The intent is to construct single-family dwellings. The Planning Commission heard this case at their August 5th meeting and recommended approval with the stipulation that 55 Properties clear the alleyway, make the alley a one-way, and parking would be in the back.

**EXHIBITS:**

1. PC2025-003 App
2. Notice of Hearing PC 2025-003
3. Publication Map 2
4. Ordinance 2025-15

**KEY ISSUES:** N/A

**FUNDING SOURCE:** N/A

**RECOMMENDATION:**

1. Approval of Planning Commission Case No. PC 2025-03 and Ordinance No. 2025-15.
2. Approval of emergency Clause.

CASE # \_\_\_\_\_

PLANNING COMMISSION

REQUEST TO REZONE

Application is hereby made to the Planning Commission of a recommendation to the City Council for rezoning of the following described property to a District \_\_\_\_\_

General Location 906 S main /  
(Street Address)

Present Use of Property R-2

Proposed Use of Property RT-2

Record Owner of Property SS pro

If Applicant is other than owner, indicate interest:  purchaser,  lessee,  
 agent for,  other \_\_\_\_\_

Are there any Private or Deed Restrictions controlling the use of this property? \_\_\_\_\_

I do hereby certify that the information herein submitted is complete, true and accurate.

Signed [Signature]  
Phone 918-774-2020

Address 475741 E 1053 Rd  
muldow ok, 74948

APPLICANT - DO NOT WRITE BELOW THIS LINE

Application Received by: \_\_\_\_\_ Date \_\_\_\_\_

Application No.: \_\_\_\_\_ Requested: \_\_\_\_\_

Fee Receipt: \_\_\_\_\_ P.C Recommendation: Approval \_\_\_ Denial \_\_\_

City Council: \_\_\_\_\_ Date: \_\_\_\_\_

Date: \_\_\_\_\_

Ordinance No.: \_\_\_\_\_

**NOTICE OF PUBLIC HEARING**  
**ON APPLICATION FOR REZONING**

Notice is hereby given that the undersigned, as owner(s) or agent for the owner(s) of the following described property in the Sallisaw City Limits, Sequoyah County, **Oklahoma, to wit:**

Lots 10, 10A, 11, 11A, 12, 12A, 13, 13A, 14, 14A, Block 6, Fairview Addition to the City of Sallisaw, in Sequoyah County, Oklahoma, as shown on this survey plat (surveyed by Cornerstone Surveying, for 55 Properties, LLC, on 02-05-2025, job# 25-160), containing 0.70 acres more or less, subject to any easements or rights of way of record.

has filed with the Sallisaw Planning Commission a written application # **PC 2025-003** pursuant to the Zoning Ordinance as adopted by the City of Sallisaw, Oklahoma, to **rezone from Residence District (R-2) to High Density Residential Housing District (RT-2)**.

The undersigned will present said application to the Sallisaw Planning Commission on **August 5, 2025**, at **113 N. Elm, beginning at 5:30 pm**, at which time the Sallisaw Planning Commission will conduct a public hearing on said application. All interested persons are entitled to be heard and are invited to attend. Notice is published this **11th** day of **July 2025**.

By: **55 Properties, LLC**  
Owner(s)

Or By: **Austin Carrigan**  
Agent

By: **Crystal Sides**  
Secretary, Sallisaw Planning Commission

**Bill To:**  
**55 Properties, LLC**  
**Austin Carrigan**  
**475741 E 1053 RD**  
**Muldrow, OK 74948**  
**918-774-2020**



**ORDINANCE NO. 2025-15**

**AN ORDINANCE AMENDING THE ZONING MAP  
OF SALLISAW AND DECLARING AN EMERGENCY**

**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SALLISAW, OKLAHOMA:**

**SECTION 1.**

That the zoning map of the City of Sallisaw, which is part of Section 102-172 of the Code of Ordinances, City of Sallisaw, Oklahoma, is hereby amended in the following particulars, to-wit:

That the following described real estate situated in the City of Sallisaw, County of Sequoyah, State of Oklahoma, to-wit:

Lots 10, 10A, 11, 11A, 12, 12A, 13, 13A, 14, 14A, Block 6, Fairview Addition to the City of Sallisaw, in Sequoyah County, Oklahoma, as shown on this survey plat (surveyed by Cornerstone Surveying, for 55 Properties, LLC, on 02-05-2025, job# 25-160), containing 0.70 acres more or less, subject to any easements or rights of way of record.

Be and the same is hereby changed from R-2 to RT-2, which is owned by 55 Properties, LLC.

**SECTION 2.**

**WHEREAS**, an emergency and immediate necessity exists by reason of the health, safety and protection of the citizens of Sallisaw; therefore, an emergency is declared to exist by reason whereof this ordinance shall be in full force and effect from and after its passage and approval.

**Approved** this 11<sup>TH</sup> day of August, 2025.

CITY OF SALLISAW, OKLAHOMA

BY:

\_\_\_\_\_  
**ERNIE MARTENS**, Mayor

ATTEST:

\_\_\_\_\_  
**KIM JAMISON**, City Clerk  
[SEAL]

Approved as to form:

\_\_\_\_\_  
**Jordan Pace**, City Attorney

## ADMINISTRATIVE REPORTS

<b>Meeting Date:</b>	August 11, 2025
<b>Board:</b>	Board of City Commissioners
<b>Subject:</b>	

### Upcoming Events:

- August 18th - Special "joint" meeting with Planning Commission and Olsson for a Leadership Workshop 6:30-8:30
- August 19th - CMP Internal (8:30-2:00) & Visioning Workshop (4-5:30)
- Sep 8th - Regular Meeting
- Sep 24th-25th - CMP Planning Charrette--Stakeholder meetings 9-12 (24th) and 3-4:30 (25th) with Public Open House 6-7:30 (25th)
- October 13th - Regular Meeting

### City Manager Reports:

- Road work is complete.
- AMI project is "paused" for the moment. They will be back this fall to finish the water meters that we have and all of the electric meters.
- Pool project is moving along. We are working with the School to split "finishing" costs of the buildings to make sure they are ready for football season.
- Skate Park--we will begin the process to get that design to 100% and bid to start the process with dirt turning hopefully by OCT
- Soccer fields--in conjunction with the SYL, we have made the decision to delay putting the project out for bid until we have the results of our Grant applications. If we start work before an award then we will automatically lose the grant. We decided it was worth the grant money to delay the bid with the understanding that spring soccer will played on the current fields.
- Auction targeted for end of September/ beginning of October

### City Projects:

- Kayaks are HERE and available to rent. 19.95 for two hours. Rent.Fun centrally controls the rental rates. It was almost impossible to manage/track the different rates that different organizations were charging.



# RENT FUN KAYAK RENTAL

1-3 HR EASY PADDLE

Under 2 hrs <b>\$25</b>	Under 4 hrs <b>\$40</b>	Members Only: Per day <b>\$50</b>	Per week <b>\$60</b>
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**MEMBERSHIP**

**\$99/year** + Guest Pass  
\$120/year

FREE 12 HOURS KAYAK & LAWN GAMES RENTALS

**Guest Pass**

FREE 2 HOURS KAYAK & LAWN GAMES RENTALS

50% OFF E-BIKE RENTALS

### HOW TO & RULES

1. DOWNLOAD the Movatic app.
2. UNLOCK by scanning the QR code.
3. ENJOY YOUR PADDLE wearing life jacket.
4. RETURN EQUIPMENT & END RENTAL IN APP.

- You must inspect the equipment.
- Life jacket required by law.
- Never kayak in inclement weather.
- Stay clear and know boating rules.
- Make a plan and stay connected.
- Always use a kayak rack when transporting.

**FOR THE ADVENTURERS!** More fun nearby!



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**MORE FUN NATIONWIDE!**