

**MINUTES**  
**BOARD OF CITY COMMISSIONERS**  
**REGULAR MEETING**

**MARCH 9, 2026**

The Board of City Commissioners met in a regular meeting on March 9, 2026, 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 March 5, 2026, at 5:30 p.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Ernie Martens, Kenny Moody, Josh Bailey, Julian Mendiola, Brad Hamilton,	Mayor Member, Ward 1 Member, Ward 2 Member, Ward 3 Member, Ward 4
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Members absent:	None
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Staff present:	Brian Heverly, Jordan Pace, Kim Jamison, Robin Haggard, Kayle Griffin, Keith Miller, George Bormann, Christian Sizemore, Chris Carter, Clint Smith, Gene Martin, John Weber, Caleb Dotson,	City Manager City Attorney City Clerk Director of Finance Chief Accountant Community Development Director Economic Development Director Network Director Senior Code Inspector IT Manager Director - Fleet Services Captain - Police Patrolman
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Others present:	Lynn Adams; Michael M. Hogan; Renee Phelps; Bruce Bailey; Jeremy Stubblefield; Jennifer Fokidis; Brenda Church; William Rowe; Jennifer Tootle; Paula Mouzakis; Judy Nuckolls; Lester Nuckolls; Shawn Rolston; Randy Covington; Morgan Huff; Taylor Brown; Dylan Proffitt; James Jackson; Kelly Jackson; Lisa Floyd; Melissa Mannon; Shawn Mannon; Donna Baldrige; James Baze; Edward Riccarde; Pamela Gay; Philip Gay; Ron McAlister; Others Unidentified.
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**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.

**3. Pledge of Allegiance**

The City Manager led the Pledge of Allegiance.

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

None.

**5. Consent agenda**

**a Possible action on minutes of regular meeting of February 9, 2026**

**b Possible action on Invoice Paid Report for February 2026**

Motion was made by Moody, seconded by Hamilton, for approval of the consent agenda.

Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

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

None.

**7. Discussion and possible action on election results received from the Sequoyah County Election Board for the February 10, 2026, Election**

Motion was made by Moody, seconded by Hamilton, to acknowledge the election results for the February 10, 2026, election. Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 4-0.

8. **Discussion and possible action on Ordinance 2026-03; *An Ordinance Amending Chapter 10, Article 1, Section 10-16 of the Sallisaw Code of Ordinances by Repealing Section 10-16 of Chapter 10, Article 1 and Adopting and Enacting a New Section 10-16 of Chapter 10, Article 1 to the Sallisaw Code of Ordinances; and Declaring an Emergency***

Motion was made by Moody, seconded by Bailey, for approval of Ordinance 2026-03.

Vote: Moody aye; Bailey aye; Mendiola aye; Hamilton aye; Martens aye. Motion carried 5-0. Motion was made by Moody, seconded by Bailey, for approval of emergency clause. Vote: Moody aye; Bailey aye; Mendiola aye; Hamilton aye; Martens aye. Motion carried 5-0.

9. **Discussion and possible action on Administrative Policy 2.005.00, Revision 5, Customer Service Operations Policy**

Motion was made by Hamilton, seconded by Moody, for approval of Administrative Policy 2.005.00, Revision 5. Vote: Hamilton aye; Moody aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

10. **Discussion and possible action on Ordinance No. 2026-04; *An Ordinance Amending Chapter 14, Article 1, Section 14-103 of the Sallisaw Code of Ordinances by Repealing Section 14-103 of Chapter 14, Article 1 and Adopting and Enacting a New Section 14-103 of Chapter 14, Article 1 to the Sallisaw Code of Ordinances and Declaring an Emergency***

Motion was made by Hamilton, seconded by Moody, to table Ordinance 2026-04. Vote: Hamilton aye; Moody aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

11. **Discussion and possible action on Resolution 2026-02; *A Resolution Adopting Rates and Fees for the Telecommunications Services Known as DiamondNet, Establishing Certain Rates and Fees for the City of Sallisaw, and Superseding Previous Resolutions***

Motion was made by Mendiola, seconded by Bailey, for approval of Resolution No. 2026-02 with the change from Medicare to Medicaid on the exhibit. Vote: Mendiola aye; Bailey aye; Moody aye; Hamilton aye; Martens aye. Motion carried 5-0.

12. **Discussion and possible action on the City Manager Employment Agreement Addendum**

Motion was made by Moody, seconded by Mendiola, for approval of the City Manger

Employment Agreement Addendum. Vote: Moody aye; Mendiola aye; Bailey aye; Hamilton aye; Martens aye. Motion carried 5-0.

**13. Discussion and possible action on Planning Commission Case No. PC2026-001; plat presentation of McHenry Subdivision by Billy McHenry and Patty McHenry**

Motion was made by Moody, seconded by Mendiola, for approval of Planning Commission Case No. PC 2026-001; Plat of McHenry Subdivision. Vote: Moody aye; Mendiola aye; Bailey aye; Hamilton aye; Martens aye. Motion carried 5-0.

**14. Discussion and possible action on a standard Fiber Optic Easement Agreement and authorize the City Manger to execute such agreement or agreements for future fiber installations**

Motion was made by Mendiola, seconded by Hamilton, for approval of the Standard Right of Way Agreement. Vote: Mendiola aye; Hamilton aye; Moody aye; Bailey aye; Martens aye. Motion carried 5-0. Motion was made by Mendiola, seconded by Moody, to authorize the City Manager to execute agreement for future Right-of-Way agreements. Vote: Mendiola aye; Moody aye; Bailey aye; Hamilton aye; Martens aye. Motion carried 5-0.

**15. Discussion and possible action on Resolution No. 2026-03; *A Resolution Amending the Master Fee Schedule for the City of Sallisaw by Adding an Addendum Establishing Right-of-Way fees, and superseding Previous Resolutions to the Extent They are Inconsistent***

Motion was made by Moody, seconded by Hamilton, for approval of Resolution 2026-03. Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

**16. Discussion and possible action on Administrative Policy, 1.018.00; Economic and Community Development Incentives Policy**

Motion was made by Mendiola, seconded by Bailey, for approval of the Administrative Policy, 1.018.00 Version 2. Vote: Mendiola aye; Bailey aye; Moody aye; Hamilton aye; Martens aye. Motion carried 5-0.

**17. Receive update on current and future projects**

The Community Development Director gave an update; for informational purposes only.

**18. Receive update on the financial status of the city and activities of the finance**

**department**

The Finance Director gave an update; for informational purposes only.

**19. Administrative reports**

City Manager Report:

- Comprehensive Master Plan: Joint meeting with the Planning Commission scheduled for March 24 to review draft findings.
- Next Board Meeting: April 13.
- Spruce Up Sallisaw: Scheduled for April 13–17.
- Chunk Your Junk event will be held April 11 at Quesenbury.
- Landfill normally open the first weekend of the month will be closed Easter weekend, but open April 11 for the event for city residents.
- 2026 Contracts: Landfill use and water customer contracts are being issued using a CPI+ 1% adjustment to address inflation and support capital improvements.
- ADA Compliance: Staff beginning review of business compliance with 2010 ADA accessibility standards, starting with accessible parking requirements. An ordinance to adopt applicable standards and authorize enforcement will be presented next month.
- Kayak Program: Generated \$624 in two months, representing the City's 50% share. Estimated 3–5 year return on investment.
- Manufactured Home Ordinance: Item was tabled. Staff and Planning Commission will hold a working session to refine language before bringing it back for consideration.
- City Projects:
  - Engineering plans nearing completion for bidding a basin at the water treatment plant.
  - TSET and TAP sidewalk grant applications delayed but still anticipated.
  - New City website launching in April, including online reservations for facilities and RV spaces at Brushy Lake.

**20. Discussion and possible action to convene in Executive Session for the purpose of conducting the review of the performance of and contract negotiations with the City Manager, as Authorized by Title 25 O.S., § 307 (B) (1) (2)**

The City Attorney recommended Executive Session. Motion was made by Moody, seconded by Hamilton, to convene in Executive Session. Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0. Executive Session began at 6:46 p.m.

**21. Motion to reconvene to Regular Session**

Motion was made by Moody, seconded by Hamilton, to reconvene to Regular Session.  
Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0. Regular Session reconvened at 7:04 p.m.

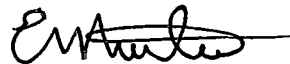
**22. Possible action or direction pursuant to Executive Session**

Motion was made by Moody, seconded by Hamilton, to proceed as discussed. Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

**23. Adjourn**

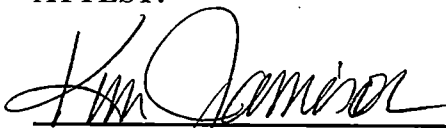
Motion was made by Moody, seconded by Hamilton, to adjourn the meeting. Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0. The meeting ended at 7:05 p.m.

Approved this 13th day of April 2026.



Ernie Martens, Mayor

ATTEST:



Kim Jamison, City Clerk

