MINUTES

BOARD OF CITY COMMISSIONERS

REGULAR MEETING

JULY 13, 2026

The Board of City Commissioners met in a regular meeting on July 13, 2026, in the Council Chambers, 113 N. Elm Street, Sallisaw. Notice of the meeting was given by emailing to Sequoyah County Times; emailing KXMX; by posting at city hall on July 10, 2026, at 9:50 a.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Marley Abell,	Mayor
	Josh Bailey,	Member, Ward 2
	Julian Mendiola,	Member, Ward 3
	Brad Hamilton,	Member, Ward 4
Members absent:	Kenny Moody,	Member, Ward 1
Staff present:	Brian Heverly,	City Manager
	Jordan Pace,	City Attorney
	Kim Jamison,	City Clerk
	Robin Whitekiller,	Director of Finance
	Kayle Griffin,	Chief Accountant
	Keith Miller,	Community Development Director
	George Bormann,	Economic Development Director
	Ben Spyres,	Network Manager
	Clint Smith,	IT Manager
	Blakley Smith,	Director - Electric
	Travis Buchanan,	Code Enforcement Officer
	John Owens,	Police Chief
	Caleb Dotson,	Patrolman

Others present: Lynn Adams; Jerry Powell; Angela Powell; David Scott; Dusty Riggs; Troy Horn; Amanda Horn; Jerry Horn; Cathy Creekmore; Richard Sanders; Sherry Cheek; Jim Cheek; Lisa Mannon; Kyle Day; Shawn Rolston; Jeanne Moore; Shelby Ferguson; Others Unidentified.

1. **Meeting called to order**

Mayor Abell 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

The City Manager led those present in 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 June 8, 2026

b Possible action on Invoice Paid Report for June 2026

c Acknowledge the Mayor's Reappointment of Scott Looper and Reece Bush to the Sallisaw Planning Commission for a Three (3) Year Term Ending September 2029

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

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

None.

7. Presentation of "Certificate of Commendation" to Mr. Kyle Day

Mr. Kyle Day was presented the inaugural City of Sallisaw Public Service Recognition Award in recognition of his initiative and community leadership. Following the vandalism of Janessa Cook's only means of transportation, Mr. Day organized a community fundraiser to replace her moped. The effort grew through the support of Harry

Robinson Ford and the community, resulting in the donation of a 2019 Nissan Altima to Miss. Cook. The Certificate of Commendation recognized Mr. Day's willingness to identify a need, lead the effort, and see it through to completion, noting that his actions positively impacted both Miss. Cook and the community. Mr. Day accepted the award, which expressed the Board's appreciation for his outstanding service and commitment to the City of Sallisaw.

8. Discussion and possible action on the Comprehensive Master Plan (CMP) document prepared by Olsson

Shelby Ferguson with Olsson presented an overview of the Comprehensive Master Plan process and thanked City officials, stakeholders, staff, and community members for their involvement. She reviewed the public engagement efforts, including surveys, workshops, interviews, and community events, which helped identify priorities for Sallisaw's future.

Key priorities identified included economic development, attracting new employers, expanding housing options, improving infrastructure and walkability, enhancing connectivity, and supporting downtown revitalization. Ms. Ferguson explained that the plan provides a long-term guide for future growth, including recommendations for land use, transportation, placemaking, and implementation strategies.

She clarified that the future land use map is a planning guide and does not change zoning or property rights. The Planning Commission reviewed the plan and recommended approval. The next step is consideration by the Board of City Commissioners for adoption.

Motion was made by Mendiola, seconded by Hamilton, to accept the Comprehensive Master Plan. Vote: Mendiola aye; Hamilton aye; Bailey aye; Abell aye. Motion carried 4-0.

9. Discussion and possible action on Airport Lease Agreement Between Isaac J. Rodriguez and the City of Sallisaw for lease of airport hangar

Motion was made by Hamilton, seconded by Bailey, for approval of the Airport Lease Agreement with Isaac J. Rodriguez. Vote: Hamilton aye; Bailey aye; Mendiola aye; Abell aye. Motion carried 4-0.

10. Discussion and possible action on appointment of a City of Sallisaw Representative to the Eastern Oklahoma Development District (EODD) Board of Directors for an unexpired 3-year term expiring June 30, 2028

a **Appoint representative**

b **Appoint Alternate Representative**

Motion was made by Bailey, seconded by Mendiola, to appoint Josh Bailey as representative and Marley Abell as alternate. Vote: Bailey aye; Mendiola aye; Hamilton aye; Abell aye. Motion carried 4-0.

11. **Discussion and possible action on City of Sallisaw Administrative Policy 1.021.00; Document Retention and Disposal Policy**

Motion was made by Bailey, seconded by Hamilton, for approval of Administrative Policy 1.021.00. Vote: Bailey aye; Hamilton aye; Mendiola aye; Abell aye. Motion carried 4-0.

12. **Discussion and possible action on renewal of Agreement for Impoundment of Animals with the Town of Gans**

Motion was made by Mendiola, seconded by Hamilton, for approval of Agreement for Impoundment of Animals with the Town of Gans. Vote: Mendiola aye; Hamilton aye; Bailey aye; Abell aye. Motion carried 4-0.

13. **Discussion and possible action on the transfer of the properties located at 415 West Creek and 304 East Iola from Sequoyah County and authorize the Mayor to sign necessary documents when they become available.**

Motion was made by Mendiola, seconded by Bailey, to accept the transfer of the properties located at 415 W. Creek and 304 E. Iola from Sequoyah County. Vote: Mendiola aye; Bailey aye; Hamilton aye; Abell aye. Motion carried 4-0.

14. **Discussion and possible action on Purchase Order No. 109329, Issued to VIP Technology Solutions Group of Broken Arrow, in the amount of $24,814.50 for the Verkada Network Camera Access and Licensing renewal**

Motion was made by Bailey, seconded by Hamilton, for approval of Purchase Order No. 109329 in the amount of $24,814.50. Vote: Bailey aye; Hamilton aye; Mendiola aye; Abell aye. Motion carried 4-0

15. **Discussion and possible action on Purchase Order No. 109364, issued to Piney**

Mountain Industrial of Waldron, Arkansas, in the amount of $26,000.00 for the recondition of the underpass pumps on west Cherokee Avenue

Motion was made by Bailey, seconded by Hamilton, for approval of Purchase Order No. 109364 issued to Piney Mountain in the amount of $26,000.00. Vote: Bailey aye; Hamilton aye; Mendiola aye; Abell aye. Motion carried 4-0.

16. **Discussion and possible action on Purchase Order No. 109382, issued to IPS LLC of Sallisaw, Oklahoma, in the amount of $21,257.56 for installation of awning with racks for the Water/Sewer Department**

    Motion was made by Mendiola, seconded by Bailey, for approval of Purchase Order No. 109382 issued to IPS, LLC in the amount of $21,257.56. Vote: Mendiola aye; Bailey aye; Hamilton aye; Abell aye. Motion carried 4-0.

17. **Discussion and possible action on Ordinance No. 2016-12;** ***An Ordinance Repealing Section 66-9 of Chapter 66, Article 1 of the Sallisaw Code of Ordinances and Substituting Therefore the Following New Section 66-9 in Chapter 66, Article 1 to the Sallisaw Code of Ordinances (Fireworks)***

    Motion was made by Hamilton, seconded by Bailey, for approval of Ordinance No. 2026-12 (Chapter 66, Article 1, Section 66-9, Fireworks). Vote: Hamilton aye; Bailey aye; Mendiola aye; Abell aye. Motion carried 4-0.

18. **Discussion and possible action on Planning Commission Case No. PC2026-005; Plat of Survey presentation for Jerry and Angela Powell**

    Motion was made by Hamilton, seconded by Bailey, for approval of Planning Commission Case No. PC2026-005; Plat of Survey for Jerry and Angela Powell. Vote: Hamilton aye; Bailey aye; Mendiola aye; Abell aye. Motion carried 4-0.

19. **Discussion and possible action on Planning Commission Case No. PC2026-006; plat presentation of Apache Addition for Big Mountain Investments, Inc.**

    Motion was made by Hamilton, seconded by Bailey, for approval of Planning Commission Case No. PC2026-006; Plat of Apache Addition. Vote: Hamilton aye; Bailey aye; Mendiola aye; Abell aye. Motion carried 4-0.

20. **Possible action on acceptance of resignation of Ward 1 Commissioner, Kenny Moody; and discussion and possible direction on procedure for filling the unexpired term**

Motion was made by Mendiola, seconded by Bailey, to accept the resignation of Commissioner Moody. Vote: Mendiola aye; Bailey aye; Hamilton aye; Abell aye. Motion carried 4-0. Motion was made by Bailey, seconded by Hamilton, for those interested in serving to let Brian or Kim know. And to hold a special meeting on August 3rd at 6:00 p.m. to hear from those interested. Vote. Bailey aye; Hamilton aye; Mendiola aye; Abell aye. Motion carried 4-0.

21. Receive update on economic development and grant activities

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

22. Receive update on current and future projects

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

23. 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.

24. Administrative reports

The City Manager announced a special public meeting on the 3rd and noted the next regular meeting will be held on the 10th. The municipal pool will remain open daily through August 2 and on weekends through Labor Day, subject to staff availability.

Updates were provided on several projects and initiatives, including development of a distributed generation policy, implementation of a new utility customer portal and online payment system, and the Comprehensive Master Plan action plan.

The soccer field project remains pending National Park Service approval, with construction anticipated to begin later this year. Work on the water treatment basin liner project is expected to begin soon.

The City Manager reported a successful pool season and noted operational improvements continue based on customer feedback.

DiamondNet has launched new residential internet service plans, with commercial plans expected in the coming months.

Additional updates were provided on the installation of flood depth markers at the Cherokee Street underpass, progress on the Advanced Metering Infrastructure (AMI) project, and efforts to improve internet service at Brushy Lake.

25. Possible action to convene in Executive Session for the purpose of conducting an evaluation of the performance of the City Manager; as Authorized by Title 25 O.S. § 307(B)(1)

The City Attorney recommended entering into Executive Session. Motion was made by Bailey, seconded by Mendiola, to enter into Executive Session. Vote: Bailey aye; Mendiola aye; Hamilton aye; Abell aye. Motion carried 4-0. Executive Session began at 7:16 p.m.

26. Action to reconvene to Regular Session

Motion was made by Mendiola, seconded by Bailey, to reconvene to Regular Session. Vote: Mendiola aye; Bailey aye; Hamilton aye; Abell aye. Motion carried 4-0. Regular Session reconvened at 7:47 p.m.

27. Possible action regarding the performance evaluation of the City Manager in accordance with Employment Agreement

Motion was made by Bailey, seconded by Hamilton, to accept the performance evaluation as discussed in executive session. Vote: Bailey aye; Hamilton aye; Mendiola aye; Abell aye. Motion carried 4-0.

28. Adjourn

Motion was made by Hamilton, seconded by Bailey, to adjourn the meeting. Vote: Hamilton aye; Bailey aye; Mendiola aye; Abell aye. Motion carried 4-0. The meeting ended at 7:48 p.m.

Approved this 10th day of August 2026.

Marley Abell

Marley Abell, Mayor

ATTEST:

Kim Jamison, City Clerk

[SEAL]

CITY OF SALLISAW
SEAL
OKLAHOMA