

**CITY OF SAPULPA, OKLAHOMA**  
**COUNCIL PROCEEDINGS**  
Emergency Meeting of April 2, 2020

The City Council of Sapulpa, Oklahoma, met in an emergency session Thursday, April 2, 2020, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Louis Martin, Jr., Mayor Pro Tem  
Marty Cummins, Vice-Mayor Pro Tem  
John Anderson, Councilor  
Vicki Beyer, Councilor  
Bruce Bledsoe, Councilor  
Wes Galloway, Councilor  
Carla Gunn, Councilor  
Craig Henderson, Councilor  
Hugo Naifeh, Councilor  
John Suggs, Councilor

Staff Present: City Manager Joan Riley; City Attorney David Widdoes;  
City Clerk Shirley Burzio;

**1. NOTICE OF TELECONFERENCE PARTICIPATION:**

- A.** The following City Councilors appeared remotely and participated in the emergency meeting by telephonic connection:

John Anderson, Bruce Bledsoe, Marty Cummins, Carla Gunn, and John Suggs.

- B.** The council chambers was open for public participation.

**2. ADMINISTRATION.**

- A.** Discussion and possible action regarding Third Emergency Proclamation amending, and/or revising prior Mayoral declarations of emergency from the COVID-19 crisis.

City Attorney David Widdoes told the council that Governor Stitt had declared a catastrophic health emergency for the State of Oklahoma earlier in the day (April 2, 2020) because of the COVID-19 virus pandemic. In order to protect the health and safety of the City of Sapulpa and its inhabitants, and to preserve the peace, and to provide civil defense and emergency functions, an emergency meeting of the city council was necessary.

Motion was made John Anderson, seconded by Vicki Beyer to approve the adoption of the proclamation.

**ROLL CALL VOTE - AYE:** Louis Martin, Jr., Marty Cummins, Vicki Beyer, Bruce Bledsoe, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh, John Suggs

**9 - 0 MOTION CARRIED**

Due to audio difficulties, the vote cast by Councilor John Anderson via telephonic connection could not be heard by the council, staff and audience.

**3. ADJOURNMENT.**

Motion was made Wes Galloway, seconded by Hugo Naifeh to adjourn the meeting. Motion carried unanimously.

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Mayor

Attest:

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City Clerk



**AGENDA ITEM**

**Administration 4. A.**

**City Council Special Meeting**

**Meeting Date:** 04/02/2020

**Submitted For:** David Widdoes, City Attorney

**Submitted By:** Amy Hoehner, Legal Assistant

**Department:** Legal

**Presented By:** David Widdoes

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**SUBJECT:**

Discussion and possible action regarding Third Emergency Proclamation amending, and/or revising prior Mayoral declarations of emergency from the COVID-19 crisis.

**BACKGROUND:**

This third proclamation of a continuing state of emergency of the City of Sapulpa is in response to the Governor's declaration of a Catastrophic Health Emergency and the public health threat presented by the COVID-19 virus to the citizens of Sapulpa.

**RECOMMENDATION:**

Staff recommends Council approve the Proclamation.

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**Attachments**

Proclamation

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**THIRD PROCLAMATION OF THE CITY OF SAPULPA, OKLAHOMA,**  
**FURTHER DECLARING STATE OF EMERGENCY**

**WHEREAS**, on March 15, 2020, and pursuant to the Title 21 of the Oklahoma Statutes, Oklahoma Riot Control and Prevention Act, Section 1321.4, J. Kevin Stitt, Governor of the State of Oklahoma, by Executive Order No. 2020-07, as amended, declared a state of emergency caused by the impending threat of COVID-19 to the people of all 77 counties of the State of Oklahoma and the public's peace, health, and safety; and

**WHEREAS**, on March 16, 2020, and pursuant to Part 13 Chapter 4, Sapulpa City Code Section 13-408-409, Louis Martin Jr, Mayor of the City of Sapulpa (City"), issued a proclamation declaring a state of emergency in the City of Sapulpa by virtue of the COVID-19 pandemic to limit public gatherings under CDC guidance ("First Proclamation"); and

**WHEREAS**, on March 23, 2020, by virtue of the continuing spread of the COVID-19 virus and rising threat to public safety, the Mayor issued an additional proclamation limiting the capacity of certain businesses and imposing spacing requirements ("Second Proclamation"); and

**WHEREAS**, both Mayoral Proclamations were approved by the Sapulpa City Council and strongly encouraged implementation of CDC guidelines on social distancing and imposed restrictions and limits on business operation to limit social contact and protect the public from additional exposure, illness and death presented by the COVID:19 pandemic; and

**WHEREAS**, on March 24, 2020, the Governor amended Executive Order 2020-07 requiring vulnerable individuals to stay home except for essential errands, closing non-essential businesses in counties with confirmed cases of COVID-19, suspending certain elective and minor medical procedures, prohibiting gatherings of 10 or more individuals and restricting visitation at nursing homes; and

**WHEREAS**, on March 31, 2020, the City of Sapulpa administratively closed all owned (or leased) sport courts, sports fields, playgrounds, dog park, and golf course, and further prohibited use of any fitness equipment, playground equipment, or shelters within all City parks even if not locked, gated, or fenced; and

**WHEREAS**, the COVID:19 virus has continued to spread in multiple locations throughout the United States and the State of Oklahoma, resulting in additional protective measures imposed by Federal, State and local governments; and

**WHEREAS**, on April 2, 2020, and pursuant to Section 2, Article VI of the Oklahoma Constitution, and Title 63 of the Oklahoma Statutes, Sections 6101 et. seq., the Governor, by Executive Order 2020-12, declared a catastrophic health emergency to exist over all political subdivisions of the State and activated the provisions of the Catastrophic Health Emergency Powers Act for 30 days from filing said Executive Order; and

**WHEREAS**, it is the duty of the City of Sapulpa to protect the health and safety of the City and its inhabitants, to preserve the peace, and to provide civil defense and emergency functions; and

**WHEREAS**, the declared catastrophic emergency for the State of Oklahoma and City of Sapulpa is continuing and projected to peak over the course of the next 30 days; and

**WHEREAS**, additional restrictions and direction to local residents and businesses operating in Sapulpa will assist in having an appropriate response to this continuing threat; and

**WHEREAS**, the Sapulpa City Code, Part 13, Public Safety, Chapter 4, Civil Emergency Management, gives the Mayor the authority to enact and enforce such rules, orders and regulations as deemed necessary for the protection of public health and to prevent the introduction or spread of contagious disease in the City of Sapulpa.

**NOW, THEREFORE, BY VIRTUE OF THE AUTHORITY VESTED IN ME BY THE STATE OF OKLAHOMA AND THE SAPULPA CITY CODE, I, LOUIS MARTIN, JR, MAYOR PRO TEM OF THE CITY OF SAPULPA, DO HEREBY PROCLAIM AND DECLARE:**

**SECTION ONE:** The declared state of emergency, as identified in the First and Second Mayoral Proclamations is continuing in the City of Sapulpa and constitutes a catastrophic health emergency as declared by the Governor.

**SECTION TWO:** This proclamation is and shall be effective 11:59 P..M April 2, 2020, and shall continue until the date and time of termination of the Governor’s declared state of emergency from the COVID-19 pandemic, or until 7:00 P.M. May 4, 2020, whichever occurs later; provided further that this proclamation may be repealed or extended prior to said date and time if assessment of the pandemic so warrants.

**SECTION THREE:** All citizens living in the City of Sapulpa are ordered to shelter at their place of residence. For the purposes of this ordinance, residences include houses, apartments, condominiums, hotels, motels, shared rentals, and similar facilities and accommodations. To the extent individuals are using shared or outdoor spaces, they must at all times reasonably possible maintain social distancing of at least six feet from any other person when they are outside their residence. All persons may leave their residences only for Essential Activities as defined herein, or to provide or perform Essential Governmental Functions as defined by the government performing the function, or to operate Essential Businesses as defined by the Governor of the State of Oklahoma, or his designee.

For purposes of this order, individuals may leave their residence only to perform any of the following “Essential Activities”:

- A. To engage in activities, perform tasks, or obtain supplies essential to their health and safety, or to the health and safety of their family or household members or pets (for example, obtaining medical supplies or medication, visiting a health care professional, food and beverage, obtaining products necessary to maintain the safety, sanitation, and essential operation of residences or obtaining supplies need to work from home or for property maintenance).
- B. To engage in outdoor activity, provided the individuals, except for those from the same household, comply with social distancing requirements of six feet (for example, walking, biking, hiking, or running).
- C. To perform work at an Essential Business.
- D. To care for a family member or pet in another household.
- E. To move to another residence.
- F. To engage in an on-site faith based service conducted in open space in compliance with all city codes and provided that all participants remain enclosed in their motor vehicle during such service and the vehicles maintain distancing of at least 6 feet from other motor vehicles when at such service.

“Essential Businesses” shall mean those businesses identified by the Governor of the State of Oklahoma, or his designee, as critical infrastructure sectors including critical government workers as defined by the government employer; and for the purposes of this order, non-residents of the City of Sapulpa may be outside of a residence within the City limits only to engage in those activities for which a Sapulpa resident may leave their residence as stated in this order.

**SECTION FOUR:** All businesses operating within the City of Sapulpa, except Essential Businesses, are required to cease all activities at facilities located within the City:

- A.. Provided that any business may continue to perform functions with employees or contractors as necessary to maintain the value of the business' inventory, preserve the condition of the business' physical plant and equipment, ensure security, process payroll and employee benefits and related functions; and
- B.. For clarity, non-essential businesses may continue operations consisting exclusively of employees or contractors performing activities remotely (i.e. working from home).

**SECTION FIVE:** To the greatest extent possible, all businesses shall comply with social distancing requirements, including but not limited to maintaining six feet social distancing for both employees and the general public, off-setting shift hours and/or days, and requiring employees to conduct work remotely where feasible.

**SECTION SIX:** All public or private social events or gatherings, defined as more than one person outside of a single household or living unit, in the City of Sapulpa are hereby prohibited, provided that nothing in this ordinance prohibits the gathering of members of a household or living unit. When engaging in activity outside the household or living unit (for example, walking, biking, hiking, or running), individuals must comply with social distancing requirements of six feet from any individuals from outside of their household.

**SECTION SEVEN:** The following City of Sapulpa facilities shall remain closed to public use and all programming and events at said locations shall be postponed and/or canceled until the expiration of this emergency declaration:

- Sapulpa Bartlett-Public Library
- Sapulpa Senior Citizen Community Center
- Booker T. Washington Recreation Center
- Sapulpa Golf Course

In addition, all City owned (or leased) sport courts, sports fields, playgrounds, pavilions, dog park, are closed and the use of any fitness equipment, playground equipment, or shelters within all City parks even if not locked, gated, or fenced, is prohibited. The City parks, lakes, trails, and other open spaces remain open for individual access so long as a minimum of six (6) feet of separation is maintained by individuals accessing said properties.

**SECTION EIGHT:** This third Proclamation supersedes and repeals the First and Second Mayoral Proclamations to the extent of conflict only, otherwise said prior proclamations remain in force and effect during the term of this Proclamation.

**SECTION NINE:** Any person violating the orders or restrictions contained in this Proclamation, or violating or causing a business, commercial establishment, or other place of public accommodation to violate this Proclamation, shall be subject to the penalties set forth in the Sapulpa City Code and other applicable state law.

**PROCLAIMED AND ORDERED THIS \_\_\_\_ DAY OF APRIL, 2020.**

**IN WITNESS WHEREOF,** we have hereunto set our hand and caused the Seal of Sapulpa of the State of Oklahoma to be affixed this \_\_\_\_ day of April, 2020.

\_\_\_\_\_  
Louis Martin, Jr., Mayor Pro Tem

Approved as to form:

Attest:

\_\_\_\_\_  
David R, Widdoes

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Shirley Burzio, City Clerk