

MINUTES
Of the
CHECOTAH CITY COUNCIL
MONDAY, November 13, 2017
City Hall
6:00 P.M.
414 W Gentry, Checotah, Ok. 74426

1. Call to order – *Mayor Tarkington called the meeting to order at 6:00 p.m.*
2. Roll Call – *Members present were Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill.*
3. Invocation & Pledge of Allegiance- *Pastor Larry Montgomery gave the Invocation and Darrell Croff led the Pledge of Allegiance.*
4. Citizen’s Comments (3- minute max.)

Presentation of Plaque! Police Chief Darren Glover accepted a plaque in recognition for Jeff Thompson years of service with the City of Checotah.

5. Discuss and/or take action on approval of minutes for City Council meeting October 10, 2017, as presented or amended.
Motion was moved by Councilman Brinsfield and seconded by Councilman Wiles to approve minutes for City Council meeting October 10, 2017 as presented. Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

6. Discuss and/or take action on the Financial Report as presented or as amended.
Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to approve 6. 1 thru 3 Financial Report as presented. Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

Motion was moved by Councilwoman Underhill and seconded by Councilwoman Greenleaf to approve 6. #4 Budget Amendment General Fund in the amount of \$146,000.00. Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

Motion was moved by Councilman Myers and seconded by Councilwoman Greenleaf to approve 6. # 5 Budget Amendment General Fund in the amount of \$12,000.00. Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

Motion was moved by Councilwoman Underhill and seconded by Councilwoman Greenleaf to approve 6. # 6 Budget Amendment General Fund in the amount of \$58,009.91.

Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

1. Estimated Salaries for December in the amount of \$93,000.00.
2. Actual salaries for October in the amount of **\$90,392.09.**
3. Expenditures for October in the amount of **\$216,631.67.**
4. Discuss and/or take action on Budget Amendment General Fund in the amount of \$146,000.00.
5. Discuss and/or take action on Budget Amendment General Fund in the amount of \$12,000.00.
6. Discuss and/or take action on Budget Amendment General Fund in the amount of \$58,009.91.

Reports of Committees, Boards and Departments

- a. Planning & Zoning -
 - b. CIDA Report –
 - c. Maintenance Department –
 - d. Ordinance Officer-
 - e. Recreation Department –
 - f. EMS Report –
 - g. Emergency Management Report –
 - h. Fire Department –
 - i. Police Department –
 - j. Court –
-
7. Discuss Boys & Girls Club of America.
 8. Discuss and/or take action on annual Identity Theft Prevention Program (Red Flag Rules) report.
Motion was moved by Councilwoman Underhill and seconded by Councilwoman Greenleaf to approve report for annual Identity Theft Prevention Program (Red Flag Rules).
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
 9. Discuss and/or take action on approving City Council Meeting Dates for 2018.
Motion was moved by Councilman Key and seconded by Councilman Brinsfield to approve City Council Meeting Dates for 2018.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
 10. Discuss and/or take action on approving Holiday Closings for 2018.
Motion was moved by Councilman Myers and seconded by Councilwoman Greenleaf to approve Holiday Closings for 2018.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
 11. Discuss and/or take action on approving Christmas Bonus for City Employees.
Motion was moved by Councilman Myers and seconded by Councilman Brinsfield to approve Christmas Bonus for City Employees.

Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

12. Discuss and/or take action on Christmas Bonus for Volunteer Fireman.
Motion was moved by Councilman Brinsfield and seconded by Councilman Wiles to approve Christmas Bonus for Volunteer Fireman.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
13. Discuss and/or take action on appointing Justin Durrett as Assistant Police Chief.
Motion was moved by Councilman Wiles and seconded by Councilman Brinsfield to appoint Justin Durrett as Assistant Police Chief.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
14. Discuss and/or take action on cross deputization agreement with Checotah Police Department and Muscogee Creek Nation.
Motion was moved by Councilman Brinsfield and seconded by Councilman Fields to approve cross deputization agreement with Checotah Police Department and Muscogee Creek Nation.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
15. Discuss and/or take action on Ordinance # 581 amending Ordinance #' 453 & 547 and amending § 20-2 of the Checotah City Code of Ordinances regarding the properties to be exempt from eight (8) height grass/weed requirement.
Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to approve Ordinance # 581 amending Ordinance #'s 453 & 547 and amending § 20-2 of the Checotah City Code of Ordinances regarding the properties to be exempt from eight (8) height grass/weed requirement.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
16. Discuss and/or take action on hiring a mechanic.
Motion was moved by Councilman Brinsfield and seconded by Councilman Fields to hire a mechanic.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
17. Discuss and/or take action on raising the price of Cemetery Lots from \$200.00 to \$400.00 and to put \$100.00 into a special fund for Cemetery.
Motion was moved by Councilman Myers and seconded by Councilman Wiles to approve raising the price of Cemetery Lots from \$200.00 to \$400.00 and to put \$100.00 into a special fund for the Cemetery effective January 1, 2018..
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.
18. Discuss and/or take action on outer container to be concrete only.
Motion was moved by Councilman Wiles and seconded by Councilman Brinsfield to approve cemetery outer container to be concrete only.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

19. Discuss and/or take action on donating surplused Ambulance to Lions Club.
Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to donate surplused Ambulance to Lions Club.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

20. Discuss and/or take action on approving agreement with Kristy Miller to prepare agenda's and minutes, mailings, postings and financial reports for monthly meetings for Planning & Zoning, Board of Adjustments and Recreation.
Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to approve agreement with Kristy Miller to prepare agenda's and minutes, mailings, postings, and financial reports for monthly meetings for Planning & Zoning, Board of Adjustments and Recreation.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

21. Discuss and/or take action on proposal from Howard Gardner to purchase lots 1 thru 4 in blk. 123.
No Action

22. Discuss and/or take action on surplusung old ice machine that is downstairs.
No Action

23. Discuss and/or take action on tax incentive for Taco Bell.
Motion was moved by Councilwoman Underhill and seconded by Councilwoman Greenleaf to allow Mayor Tarkington to offer a tax incentive to Taco Bell, 2 to 3 percent of use tax on building material purchased within City Limits.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Councilwomen Greenleaf, Reaves and Underhill voting yes.
Councilman Wiles voted no.

24. Discuss and/or take action on declaring the following properties as nuisances with dilapidated homes, buildings and/or garages.
Motion was moved by Councilman Wiles and seconded by Councilman Brinsfield to declare N68.5' Lot 13 blk. 148 OT-CHECOTAH a nuisance which constitutes a hazard to the public safety, health and welfare and the property would be benefitted by its removal on or before December 13, 2017.
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.

LEGAL DESCRIPTION

APPROX. ST. ADDRESS

N68.5' LOT 13 BLK. 148 OT-CHECOTAH

Said buildings and/or lots shall be commenced on or before November 13, 2017 completed on or before December 13, 2017.

25. Remarks and inquiries by the governing body & Mayors Report.

26. Adjournment- *Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to adjourn. Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Wiles, Councilwomen Greenleaf, Reaves and Underhill voting yes.*

LouAnn Moore, Deputy City Clerk

Daniel Tarkington, Mayor

MINUTES
Of the
CHECOTAH PUBLIC WORKS AUTHORITY
Immediately Following
CHECOTAH CITY COUNCIL
MONDAY, November 13, 2017
City Hall
414 W. Gentry, Checotah, Ok. 74426

1. Call to order – *Chairman Tarkington called the meeting to order at 8:30 p.m.*
2. Roll Call – *Members present were Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles.*
3. Discuss and/or take action on approval of minutes of PWA meeting October 10, 2017, as presented or amended.
Motion was moved by Trustee Key and seconded by Trustee Greenleaf to approve PWA meeting minutes October 10, 2017, as presented.
Motion carried unanimously with Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.
4. Discuss and/or take action on Financial Report as presented or as amended.
Motion was moved by Trustee Key and seconded by Trustee Greenleaf to approve Financial Report as presented.
Motion carried unanimously with Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.
 - i. Estimated salaries for December in the amount of \$52,000.00.
 - ii. Actual Salaries for October in the amount of **\$49,287.66.**
 - iii. Expenditures for October in the amount of **\$82,146.66.**
5. Reports of Committees, Boards and Departments:

Water Maintenance Report
Utility Report
6. Discuss and/or take action on Transfer Station Lease.
Motion was moved by Trustee Underhill and seconded by Trustee Greenleaf to allow Chairman Tarkington to negotiate the Transfer Station Lease.
Motion carried unanimously with Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.
7. Discuss and/or take action on annual Identity Theft Protection Program (Red Flag Rules) report.
Motion was moved by Trustee Wiles and seconded by Trustee Greenleaf to approve annual Identity Theft Protection Program (Red Flag Rules) report.
Motion carried unanimously with Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.

8. Discuss and/or take action on PWA meeting dates for 2018.
Motion was moved by Trustee Wiles and seconded by Trustee Greenleaf to approve PWA meeting dates for 2018.
Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.
9. Discuss and/or take action on Holiday Closings for 2018.
Motion was moved by Trustee Myers and seconded by Trustee Greenleaf to approve Holiday Closings for 2018.
Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.
10. Discuss and/or take action on Christmas Bonus for PWA Employees.
Motion was moved by Trustee Wiles and seconded by Trustee Key to approve Christmas Bonus for PWA Employees.
Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.
11. Discuss and/or take action on awarding bid for purchase and installation of chain link fencing for Tee Ball Fields at Sports Complex.
Motion was moved by Trustee Wiles and seconded by Trustee Brinsfield to award bid for purchase and installation of chain link fencing for Tee Ball Fields at Sports Complex to Mann Pioneer Fencing in the amount of \$47,500.00.
Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.
12. Discuss and/or take action on consolidation of Rural Water Districts 9 & 1.
Motion was moved by Trustee Wiles and seconded by Trustee Underhill to approve the consolidation of Rural Water Districts 9 & 1.
Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.
13. Remarks and inquiries by governing body.
14. Adjournment – *Motion was moved by Trustee Myers and seconded by Trustee Reaves to adjourn.*
Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Tarkington, Underhill and Wiles voting yes.

LouAnn Moore, Assistant Secretary

Daniel Tarkington, Chairman