

**MINUTES**  
**Of the**  
**CHECOTAH CITY COUNCIL**  
**MONDAY, June 11, 2018**  
City Hall

414 W Gentry, Checotah, Ok. 74426

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**Public Hearing-Regarding the FY 2018-2019 budget, all citizens are encouraged to attend.**

**Mayor Tarkington called the Public Hearing to order at 6:00 p.m. concerning the FY 2018-2019 budget.**

1. Call to order – *Mayor Tarkington called the meeting to order at 6:05 p.m.*
2. Roll Call – *Members present were Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves.*
3. Invocation & Pledge of Allegiance- *Councilman Myers gave the Invocation and Councilman Key led the Pledge of Allegiance.*
4. Citizen’s Comments (3- minute max.)
5. Discuss and/or take action on approval of minutes for City Council meeting May 14, 2018, as presented or amended.  
*Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to approve City Council meeting May 14, 2018 as presented.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
6. Discuss and/or take action on the Financial Report as presented or as amended.  
*Motion was moved by Councilman Key and seconded by Councilwoman Greenleaf to approve Financial Report 6. 1 thru 3 as presented.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
  1. Estimated Salaries for July in the amount of **\$97,000.00.**
  2. Actual salaries for May in the amount of **\$94,732.98.**
  3. Expenditures for May in the amount of **\$119,701.37.**
  4. Budget Amendment General Fund in the amount of \$865.00.  
*Motion was moved by councilman Key and seconded by Councilwoman Greenleaf to approve 6. # 4 Budget Amendment General Fund in the amount of \$865.00.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*
  5. Budget Amendment General Fund Ambulance total revenue in the amount of \$19,034.95 and total expenditures in the amount of \$19,034.95.  
*Motion was moved by Councilman Brinsfield and seconded by Councilwoman Greenleaf to approve 6. # 5 Budget Amendment General Fund Ambulance total revenue in the*

*amount of \$19,034.95 and total Expenditures in the amount of \$19,034.95.*

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

## **Reports of Committees, Boards and Departments**

- a. Chamber of Commerce
  - b. Planning & Zoning -
  - c. CIDA Report –
  - d. Maintenance Department –
  - e. Ordinance Officer-
  - f. Recreation Department & Emergency Management –
  - g. EMS Report –
  - h. Fire Department –
  - i. Police Department –
  - j. Court –
7. Discuss and/or take action on Mediclaim’s Code Red Software annual agreement.  
*Motion was moved by Councilman Fields and seconded by Councilwoman Greenleaf to approve Mediclaim’s Code Red Software annual agreement.  
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*
8. Discuss and/or take action on Resolution # 2018-06-11 (a.) approving the City of Checotah, Budget for the Fiscal Year 2018-2019.  
*Motion was moved by Councilman Myers and seconded by Councilwoman Greenleaf to approve Resolution # 01-06-11 (a.) approving the City of Checotah, Budget for the Fiscal Year 2018-2019.  
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*
9. Discuss and/or take action on approving Resolution # 2018-06-11 (b.) policy for Lapsing of Appropriations at End of City’s Fiscal Year.  
*Motion was moved by Councilman Key and seconded by Councilwoman Greenleaf to approve Resolution # 2018-06-11 (b.) policy for Lapsing of Appropriations at End of City’s Fiscal Year.  
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*
10. Discuss and/or take action on appointing a representative as a trustee on the 911 board for the City of Checotah.  
*Motion was moved by Councilman Myers and seconded by Councilwoman Greenleaf to appoint Marcus Cunningham as trustee on the 911 board for the City of Checotah.  
Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*

11. Discuss and/or take action on setting a flat fee for EMS to dedicate a unit at special events.  
*Motion was moved by Councilman Myers and seconded by Councilwoman Greenleaf to approve a \$200.00 flat fee for four hours minimum payable before the event and then \$32.00 an hour after the four hours to be invoiced, to dedicate a unit at special events.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*
12. Discuss and/or take action on entering into Executive Session to discuss salaried personnel pursuant to Title 25 § 307 b. (1).  
*Motion was moved by Councilman Robison and seconded by Councilman Brinsfield to enter into Executive Session to discuss salaried personnel pursuant to Title 25 § 307 b. (1).*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*
13. Take action on salaried personnel.  
*Motion was moved by Councilman Wiles and seconded by Councilman Fields to raise Mike Every salary to \$40,000.00 a year and to give all salaried personnel a \$500.00 every other year raise beginning July 1, 2018.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*
14. Remarks and inquiries by the governing body & Mayors Report.
15. Adjournment- *Motion was moved by Councilman Myers and seconded by Councilwoman Greenleaf to adjourn.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles and Councilwomen Greenleaf and Reaves voting yes.*

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LouAnn Moore, Deputy City Clerk

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Daniel Tarkington, Mayor

**MINUTES**  
Of the  
**CHECOTAH PUBLIC WORKS AUTHORITY**  
Immediately Following  
CHECOTAH CITY COUNCIL  
**MONDAY, June 11, 2018**  
City Hall  
414 W. Gentry, Checotah, Ok. 74426

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1. Call to order – *Chairman Tarkington called the meeting to order at 7:20 p.m.*
2. Roll Call – *Members present were Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles.*
3. Discuss and/or take action on approval of minutes of PWA meeting May 14, 2018, as presented or amended.  
*Motion was moved by Trustee Key and seconded by Trustee Brinsfield to approve minutes of PWA meeting May 14, 2018 as presented.*  
*Motion carried unanimously with Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington 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 4. 1 thru 3 as presented.*  
*Motion carried unanimously with Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.*
  - i. Estimated salaries for July in the amount of **\$55,000.00.**
  - ii. Actual Salaries for May in the amount of **\$52,594.99.**
  - iii. Expenditures for May in the amount of **\$286, 016.50.**
  - iv. Budget Amendment Recreation total revenues in the amount of \$23,527.08 and total expenditures in the amount of \$19,485.00.  
*Motion was moved by Trustee Brinsfield and seconded by Trustee Greenleaf to approve 4. # 4 budget amendment Recreation total revenues in the amount of \$23,527.08 and total expenditures in the amount of \$19,485.00.*  
*Motion carried unanimously with Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.*
  - v. Budget Amendment in the amount of \$46,500.00.  
*Motion was moved by Trustee Key and seconded by Trustee Wiles to approve 4. # 5 budget amendment in the amount of \$46,500.00.*  
*Motion carried unanimously with Trustee’s Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.*
5. Reports of Committees, Boards and Departments:  
  
Water Maintenance Report  
Utility Report

6. Discuss and/or take action on approving Resolution # 2018-06-11 (a.) the City of Checotah/Checotah PWA budget for fiscal year 2018-2019.  
***Motion was moved by Trustee Key and seconded by Trustee Greenleaf to approve Resolution # 2018-06-11 (a.) the City of Checotah/Checotah PWA budget for fiscal year 2018-2019.***  
***Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***
7. Discuss and/or take action on approving Resolution # 2018-06-11 (b.) Policy for Lapsing of Appropriations at end of City's Fiscal Year.  
***Motion was moved by Trustee Key and seconded by Trustee Wiles to approve Resolution # 2018-06-11 (b.) Policy for Lapsing of Appropriations at end of City's Fiscal Year.***  
***Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***
8. Discuss and/or take action on entering into Executive Session to discuss Salaried Personnel pursuant to Title 25 § 307 b. (1).  
***Executive session took place in City Executive Session and PWA salaries were discussed at that time as well.***
9. Take action on salaried personnel.  
***Motion was moved by Trustee Wiles and seconded by Trustee Brinsfield to give all salaried PWA employees a \$500.00 every other year raise beginning July 1, 2018.***  
***Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***
10. Remarks and inquiries by governing body.
11. Adjournment – ***Motion was moved by Trustee Key and seconded by Trustee Greenleaf to adjourn.***  
***Motion carried unanimously with Trustee's Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***

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LouAnn Moore, Assistant Secretary

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Daniel Tarkington, Chairman