

MINUTES
Of the
CHECOTAH CITY COUNCIL
TUESDAY, November 13, 2018
City Hall
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, Robison, Wiles and Councilwoman Reaves. Councilwoman Greenleaf was absent.*
3. Invocation & Pledge of Allegiance- *Councilman Brinsfield gave the Invocation and Councilman Fields 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 October 9, 2018, as presented or amended.
Motion was moved by Councilman Key and seconded by Councilman Brinsfield to approve minutes for City Council meeting October 9, 2018 as presented.
Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles and Councilwoman Reaves voting yes.
Councilwoman Greenleaf was absent.

Councilwoman Greenleaf arrived at meeting at 6:03 p.m.

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

Motion was moved by Councilman Brinsfield and seconded by Councilman Robison to approve 6. #4 of Financial Report as presented.
Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.

Motion was moved by Councilman Key and seconded by Councilman Brinsfield to approve 6. #5 of Financial Report as presented.
Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.

1. Estimated Salaries for November in the amount of \$110,000.00.
2. Actual salaries for October in the amount of **\$108,279.37.**
3. Expenditures for October in the amount of **\$173,071.24.**
4. Budget Amendment City Fire Department in the amount of \$2,000.00.

5. Budget Amendment City Fire Department in the amount of \$1,000.00.

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 bid for real property located at 509 NW 7th Lot 6 & 7 in the amount of \$450.00 from Ashley Parker.
Motion was moved by Councilman Wiles and seconded by Councilman Fields to accept bid for real property located at 509 NW 7th Lot 6 & 7 in the amount of \$450.00 from Ashley Parker with the addition of \$50.00 administrative fee for a total of \$500.00.
Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.
 8. Discuss and/or take action on American Legion Building located at the Checotah Sports Complex .
No Action.
 9. Discuss and/or take action on City Council Meeting Dates for 2019.
Motion was moved by Councilman Key and seconded by Councilwoman Greenleaf to approve City Council Meeting Dates for 2019.
Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.
Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.
 10. Discuss and/or take action on approving Holiday Closings for 2019.
Motion was moved by Councilman Myers and seconded by Councilman Robison to approve Holiday Closings for 2019.
Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.
 11. Discuss and/or take action on Christmas Bonus for City Employees.
Motion was moved by Councilman Brinsfield and seconded by Councilman Myers to approve Christmas Bonus for City Employees.
Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.

12. Discuss and/or take action on annual Identity Theft Protection Program (Red Flag Rules) report .
Motion was moved by Councilman Key and seconded by Councilman Robison to approve annual Identity Theft Protection Program (Red Flag Rules) report. Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.
13. Discuss and/or take action on employee contracts upon completion of paid training effective immediately, with commitment to the City of Checotah for two years of service upon date of completion.
Motion was moved by Councilman Myers and seconded by Councilman Wiles to approve employee contracts upon completion of paid training effective immediately, with commitment to the City of Checotah for two years of service upon date of completion, contracts are subject for review by OMAG and City Attorney. Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.
14. Discuss and/or take action on Resolution # 2018-11-13 adoption of the International Code Books including 2014 National Electrical, 2015, International Building, International Fire, International Existing Building, International Plumbing, International Mechanical, International Fuel Gas, International Energy Conservation, International Residential and 2015 International Property Maintenance.
15. ***Motion was moved by Councilman Brinsfield and seconded by Councilman Fields to approve Resolution # 2018-11-13 adoption of the International Code Books including 2014 National Electrical, 2015, International Building, International Fire, International Existing Building, International Plumbing, International Mechanical, International Fuel Gas, International Energy Conservation, International Residential and 2015 International Property Maintenance. Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.***
16. Remarks and inquiries by the governing body & Mayors Report.
17. Adjournment- ***Motion was moved by Key and seconded by Councilwoman Greenleaf to adjourn. Motion carried unanimously with Councilmen Brinsfield, Field, Key, Myers, Robison, Wiles, Councilwoman Greenleaf and Reaves voting yes.***

LouAnn Moore, Deputy City Clerk

Daniel Tarkington, Mayor

MINUTES
Of the
CHECOTAH PUBLIC WORKS AUTHORITY
Immediately Following
CHECOTAH CITY COUNCIL
TUESDAY, November 13, 2018
City Hall
414 W. Gentry, Checotah, Ok. 74426

1. Call to order – *Chairman Tarkington called the meeting to order at 7:12 p.m.*
2. Roll Call – *Trustees present were Brinsfield, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles.*
3. Discuss and/or take action on approval of minutes of PWA meeting October 9, 2018, as presented or amended.
Motion was moved by Trustee Key and seconded by Trustee Brinsfield to approve minutes of PWA meeting October 9, 2019.
Motion carried unanimously with Trustees Brinsfield, Field, 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 Wiles and seconded by Trustee Greenleaf to approve Financial Report 4. 1 thru 3 as presented.
Motion carried unanimously with Trustees Brinsfield, Field, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.

Motion was moved by Trustee Key and seconded by Trustee Greenleaf to approve Financial Report 4. #4 as presented.
Motion carried unanimously with Trustees Brinsfield, Field, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.
 - i. Estimated salaries for November in the amount of \$55,000.00
 - ii. Actual Salaries for October in the amount of **\$52,546.81.**
 - iii. Expenditures for October in the amount of **\$117,967.91.**
 - iv. Budget Amendment PWA in the amount of \$315,000.00.
5. Reports of Committees, Boards and Departments:

Water Maintenance Report
Utility Report
6. Discuss and/or take action on annual Identity Theft Protection Program (Red Flag Rules).
Motion was moved by Trustee Wiles and seconded by Trustee Fields to approve annual Identity Theft Protection Program (Red Flag Rules) report.
Motion carried unanimously with Trustees Brinsfield, Field, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.

7. Discuss and/or take action on PWA Meeting Dates for 2019.
Motion was moved by Trustee Key and seconded by Trustee Greenleaf to approve PWA Meeting Dates for 2019.
Motion carried unanimously with Trustees Brinsfield, Field, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.
8. Discuss and/or take action on Holiday Closings for 2019.
Motion was moved by Trustee Brinsfield and seconded by Trustee Myers to approve Holiday Closings for 2019.
Motion carried unanimously with Trustees Brinsfield, Field, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.
9. Discuss and/or take action on Christmas Bonus for PWA Employees.
Motion was moved by Trustee Robison and seconded by Trustee Greenleaf to approve Bonus for PWA Employees.
Motion carried unanimously with Trustees Brinsfield, Field, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.
10. Discuss and/or take action on employee contracts upon completion of paid training effective immediately, with commitment to the Checotah Public Works Authority for two years of service upon date of completion.
Motion was moved by Trustee Brinsfield and seconded by Trustee Greenleaf to approve employee contracts upon completion of paid training effective immediately, with commitment to the Checotah Public Works Authority for two years of service upon date of completion, contracts are subject for review by OMAG and City Attorney.
Motion carried unanimously with Trustees Brinsfield, Field, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.
11. Remarks and inquiries by governing body.
12. Adjournment – ***Motion was moved by Trustee Brinsfield and seconded by Trustee Robison.***
Motion carried unanimously with Trustees Brinsfield, Field, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.

LouAnn Moore, Assistant Secretary

Daniel Tarkington, Chairman