

**MINUTES**  
**Of the**  
**CHECOTAH CITY COUNCIL**  
**MONDAY, May 13, 2019**  
**6:00 p.m.**  
City Hall  
414 W Gentry, Checotah, Ok. 74426

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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, Councilwomen Greenleaf and Reaves.*
3. Invocation & Pledge of Allegiance- *Councilman Brinsfield gave the Invocation and Councilman Wiles 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 April 8, 2019 as presented or amended.  
*Motion was moved by Councilman Key and seconded by Councilman Brinsfield to approve minutes for the City Council meeting April 8, 2019 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.  
(a.)  
*Motion was moved by Councilman Key and seconded by Councilwoman Greenleaf to approve 6. (a.) Financial Report as presented.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
  1. Estimated Salaries for May in the amount of \$110,000.00.
  2. Actual salaries for April in the amount of **\$106,579.86.**
  3. Expenditures for April in the amount of **\$187,893.43.**
- (b.)
  1. Discuss and/or take action on approving budget amendment General Fund (Maintenance) in the amount of \$65,600.00.  
*Motion was moved by Councilman Key and seconded by Councilwoman Greenleaf to approve budget amendment General Fund (Maintenance) in the amount of \$65,600.00.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
  2. Discuss and/or take action on approving budget amendment

General Fund (Capital Improvement) in the amount of \$16,674.00.

***Motion was moved by Councilman Brinsfield and seconded by Councilwoman Greenleaf to approve budget amendment General Fund (Capital Improvement) in the amount of \$16,674.00.***

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

3. Discuss and/or take action on approving budget amendment General Fund (Ambulance) in the amount of \$16,674.00.

***Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to approve budget amendment General Fund (Capital Improvement) in the amount of \$16,674.00.***

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

4. Discuss and/or take action on approving budget amendment General Fund in the amount of \$370.00.

***Motion was moved by Councilman Key and seconded Councilwoman Greenleaf to approve budget amendment General Fund in the amount of \$370.00.***

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

5. Discuss and/or take action on approving budget amendment General Fund (Fire Department) in the amount of \$2,000.00.

***Motion was moved by Councilman Brinsfield and seconded by Councilman Fields to approve budget amendment General Fund (Fire Department) in the amount of \$2,000.00.***

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

6. Discuss and/or take action on approving budget amendment General Fund in the amount of \$12,000.00.

***Motion was moved by Councilman Fields and seconded by Councilwoman Greenleaf to approve budget amendment General Fund in the amount of \$12,000.00.***

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

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

- a. Chamber of Commerce
- b. Planning & Zoning – ***No Report***
- 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 approving agreement with Checotah Chamber of Commerce in the amount of \$20,000.00.  
***Tabled until June 10, 2019***
  8. Discuss and/or take action on approving agreement with Checotah Landmark Preservation Society, Inc. in the amount of \$11,000.00.  
***Tabled until June 10, 2019***
  9. Discuss and/ or take action on approving agreement with Options in the amount of \$875.00 per month.  
***Tabled until June 10, 2019***
  10. Discuss and/or take action on approving agreement with KIBOIS (KATS) in the amount of \$10,000.00.  
***Tabled until June 10, 2019***
  11. Discuss and/or take action on agreement with McIntosh County Health Department in the amount not to exceed \$6,000.00 annually.  
***Tabled until June 10, 2019***
  12. Discuss and/or take action on approving agreement with SAC Nutrition FY 19-20.  
***Tabled until June 10, 2019***
  13. Discuss and/or take action on appointing two candidates for Board of Trustees of the Oklahoma Municipal Assurance Group (OMAG) for three-year terms commencing on July 1, 2019.  
***Motion was moved by Councilman Key and seconded by Councilman Brinsfield to appoint Justin Battles and Vickie Patterson as Board of Trustee of the Oklahoma Municipal Assurance Group (OMAG) for three-year terms commencing on July 1, 2019.***  
***Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.***
  14. Discuss and/or take action on amending Animal Ordinance #.  
***Tabled until June 10, 2019***
  15. Discuss and/or take action on EV Charging Site Host Agreement.  
***Motion was moved by Councilman Key and seconded by Councilman Robison to approve agreement with EV Charging Site Host.***  
***Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Councilwomen Greenleaf and Reaves voting yes.***  
***Councilman Wiles voted no.***

16. Discuss and/or take action on approving agreement with Finley & Cook for auditing services FY 2019-2020 beginning July 1, 2019 and ending June 30, 2020.  
*Motion was moved by Councilman Key and seconded by Councilwoman Greenleaf to approve agreement with Finley & Cook for auditing services FY 2019-2020 beginning July 1, 2019 and ending June 30, 2020.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
17. Discuss and/or take action on declaring the following properties as nuisances with dilapidated buildings and/or garages.

<b>LEGAL DESCRIPTION</b>	<b>APPROX. STR. ADDRESS</b>
a. 40' S50' & S25.9' N100.9' E30' of Lot 2 & S75.9' Lot 3 blk. 45 OT-Checotah	310 NW 5 <sup>TH</sup> Street

*Motion was moved by Councilman Wiles and seconded by Councilman Myers to Declare the property a nuisance which constitutes a hazard to the public safety, Health and welfare of humans and that the property would be benefitted by its Removal on or before August 13, 2019.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*

b. Beg 285'N of SW/C W2 W2 SW SE E90' N135" W90' S135' POB SEC 29-12-17	704 NW 8 <sup>th</sup> Street
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*Motion was moved by Councilman Wiles and seconded by Councilman Key Declare the property a nuisance which constitutes a hazard to the public safety, Health and welfare of humans and that the property would be benefitted by its Removal on or before June 13, 2019.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*

c. Lot 4 blk. 2 Johnson Addition	511 S. Avenue
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*Motion was moved by Councilman Wiles and seconded by Councilman Brinsfield to declare the property a nuisance which constitutes a hazard to the public safety, Health and welfare of humans and that the property would be benefitted by its Removal on or before June 13, 2019.*

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

d. Lots 5-6 blk. 156 OT-Checotah	312 SE Main
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*Motion was moved by Councilman Wiles and seconded by Councilman Fields to declare the property a nuisance which constitutes a hazard to the public safety, health and welfare of humans and that the property would be benefitted by its removal on or before August 13, 2019.*

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

**e. Lot 5-6 blk. 164 OT-Checotah**

**305 E. McIntosh**

*Motion was moved by Councilman Wiles and seconded by Councilman Fields to declare the property a nuisance which constitutes a hazard to the public safety, health and welfare of humans and that the property would be benefitted by its removal on or before August 13, 2019.*

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

Said buildings and lots shall be commenced on or before **May 13, 2019** and completed on or before **June 13, 2019 and August 13, 2019**.

18. Discuss and/or take action on approving Ordinance # 587 amending the employee retirement system, defined benefit plan, and declaring an emergency.  
*Motion was moved by Councilman Key and seconded by Councilman Fields to approve Ordinance # 587 amending the employee retirement system, defined benefit plan.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*  
  
*Mayor Tarkington declared an emergency.*  
*Motion was moved by Councilman Key and seconded by Councilman Brinsfield declaring an emergency.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
19. Discuss and/or take action on 2019-2020 Plan Contribution Rates for Oklahoma Municipal Retirement Fund at the rate of 7.18%.  
*Motion was moved by Councilman Wiles and seconded by Councilman Brinsfield to approve 2019-2020 Plan Contribution Rates for Oklahoma Municipal Retirement Fund at the rate of 7.18%.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
20. Discuss and/or take action on which department to take monies from to balance Police Department, with Mayor being able to sign budget amendment as determined.  
*Motion was moved by Councilman Robison and seconded by Councilman Key to take \$5,000.00 from Ordinance budget and \$5,000.00 from Maintenance budget to balance Police Department and approve Mayor to sign budget amendment as determined.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
21. Discuss and/or take action on approving Governing Body Handbook.  
*Motion was moved by Councilman Brinsfield and seconded by Councilman Myers to approve Governing Body Handbook.*  
*Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*
22. Auction will be held for the following properties and vehicles.

- a. **Lot 3 and 4 Block 151 to the City of Checotah, according to the official plat thereof, McIntosh County, State of Oklahoma**

**Physical Address: Empty Lot, Checotah, Ok.**

*Motion was moved by Councilman Key and seconded by Councilwoman Greenleaf to approve the bid from Carol Rhodes in the amount of \$85.00. Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.*

**Lot 5 of Block 138 to the City of Checotah, according to the official plat thereof, McIntosh County, State of Oklahoma**

**Physical Address: 612 Gentry Avenue, Checotah Ok.**

*Motion was moved by Councilman Myers and seconded by Councilman Brinsfield to approve bid from Hosstyle Properties in the amount of \$1,650.00.*

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

**South 49 feet and Center 45 feet of Lot 1 in Block 138 to the City of Checotah, according to the official plat thereof, McIntosh County, State of Oklahoma**

**Physical Address: 113 NE 5<sup>th</sup>, Checotah, Ok.**

*Motion was moved by Councilman Key and seconded by Councilman Myers to approve bid from Lance Buckland in the amount of \$550.00.*

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

**2006 Chevrolet Trailblazer VIN 1GNDDT13S562129013**

*Motion was moved by Councilman Key and seconded by Councilman Myers to approve bid from Lance Buckland in the amount of \$350.00.*

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

**1994 ¾ Ton Ford Ambulance (Red) VIN FDJE30M5RHA01763**

*Motion was moved by Councilman Key and seconded by Councilman Myers to approve bid from Hosstyle Motors in the amount of \$475.00.*

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

**2007 Ford Crown Vic (White) VIN 2FASP71W87X126786**

*Motion was moved by Councilman Key and seconded Councilman Brinsfield to approve bid from Andy Burnett in the amount of \$575.00.*

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

**2007 Ford Crown Vic (D.A.R.E Car) VIN 2FAFP72W57X135560**

*Motion was moved by Councilman Key and seconded by Councilman Myers to approve bid from Andy Burnett in the amount of \$575.00.*

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

23. Discuss and/or take action on entering into Executive Session to discuss purchase of real property Pursuant to Title 25 § 307 b. (3).  
***Motion was moved by Councilman Key and seconded by Councilman Brinsfield to enter into Executive Session to discuss purchase of real property Pursuant to Title 25 § 307 b. (3).***  
***Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, Councilwomen Greenleaf and Reaves voting yes.***
- Mayor Tarkington declared out of Executive Session at 8:25 p.m.***
24. Take action on purchasing property for future Downtown Parking.  
***No Action***
25. Take action on purchasing property for betterment of the Senior Citizens Building.  
***No Action***
26. Remarks and inquiries by the governing body & Mayors Report.
27. Adjournment- ***Motion was moved by Councilman Brinsfield and seconded by Councilman Wiles to adjourn.***  
***Motion carried unanimously with Councilmen Brinsfield, Fields, Key, Myers, Robison, Wiles, 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, May 13, 2019**  
City Hall  
414 W. Gentry, Checotah, Ok. 74426

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1. Call to order – *Chairman Tarkington called the meeting to order at 8:35 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 April 8, 2019, as presented or amended.

***Motion was moved buy Trustee Key and seconded by Trustee Brinsfield to approve minutes of PWA meeting April 8, 2019 as presented.***

***Motion carried unanimously with Trustee’s Brinsfied, 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 Brinsfield and seconded by Trustee Greenleaf to approve 4. 1 thru 3 Financial Report as presented.***

***Motion carried unanimously with Trustee’s Brinsfied, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***

- i. Estimated salaries for May in the amount of \$56,000.00.
- ii. Actual Salaries for April in the amount of **\$54,294.58.**
- iii. Expenditures for April in the amount of **\$140,704.66.**
- iv. Discuss and/or take action on approving Budget Amendment PWA (Restricted Fund) in the amount of \$111,973.31.

***Motion was moved by Trustee Wiles and seconded by Trustee Greenleaf to approve Budget Amendment PWA (Restricted Fund) in the amount of \$111,973.31.***

***Motion carried unanimously with Trustee’s Brinsfied, 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 agreement with Options in the amount of \$2,350.00 a month.

***Tables until June 10, 2019***



7. Discuss and/or take action on approving agreement with Finley & Cook for auditing services for FY 2019-2020 beginning July 1, 2019 and ending June 30, 2020.  
***Motion was moved by Trustee Key and seconded by Trustee Greenleaf to approve agreement with Finley & Cook for auditing services for FY 2019-2020 beginning July 1, 2019 and ending June 30, 2019.***  
***Motion carried unanimously with Trustee's Brinsfied, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***
  
8. Discuss and/or take action on Ordinance # 587 amending the employee retirement system, defined benefit plan and declaring an emergency.  
***Motion was moved by Trustee Key and seconded by Trustee Greenleaf to approve Ordinance # 587 amending the employee retirement system, defined benefit plan and declaring an emergency.***  
***Motion carried unanimously with Trustee's Brinsfied, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***  
  
***Chairman Tarkington declared an emergency.***  
***Motion was made by Trustee Key and seconded by Trustee Greenleaf declaring an emergency.***  
***Motion carried unanimously with Trustee's Brinsfied, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***
  
9. Discuss and/or take action on 2019-2020 Plan Contribution Rates for Oklahoma Municipal Retirement Fund at the rate of 7.18%.  
***Motion was moved by Trustee Key and seconded by Trustee Greenleaf to approve 2019-2020 Plan Contribution Rates for Oklahoma Municipal Retirement Fund at the rate of 7.18%.***  
***Motion carried unanimously with Trustee's Brinsfied, Fields, Greenleaf, Key, Myers, Reaves, Robison, Tarkington and Wiles voting yes.***
  
10. Discuss and/or take action on Flow Easement conditions with Rodney & Ellen Rink.  
***Tabled until June 10, 2019***
  
11. Remarks and inquiries by governing body.
  
12. Adjournment – ***Motion was moved by Trustee Robison and seconded by Trustee Greenleaf to adjourn.***  
***Motion carried unanimously with Trustee's Brinsfied, 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