

**MINUTES**  
**of the**  
**CHECOTAH CITY COUNCIL**  
**MONDAY, SEPTEMBER 12, 2016**  
City Hall  
6:00 P.M.  
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 Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill.*
3. Invocation & Pledge of Allegiance- *Councilman Myers gave the Invocation and Councilman Reynolds led the Pledge of Allegiance.*
4. Citizen’s Comments (3- minute max.)

***Presentation from OMAG – Bill Tackett presented a check for \$3,000.00 for a grant toward our sewer camera.***

5. Discuss and/or take action on approval of minutes for City Council meeting August 8, 2016, as presented or amended.  
***Motion was moved by Councilman Pouncil and seconded by Councilwoman Greenleaf to approve the minutes for City Council meeting August 8, 2016 as presented.***  
***Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.***

6. Reports of Committees, Boards and Departments.

- a. Discuss and/or take action on the Financial Report as presented or as amended.  
***Motion was moved by Councilman Myers and seconded by Councilman Pouncil to approve 6. a. 1 thru 3 as presented.***  
***Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.***

1. Estimated salaries for October in the amount of **\$92,000.00.**
2. Actual salaries for August in the amount of **\$89,404.07.**
3. Expenditures for August in the amount of **\$298,697.50.**
4. Budget Amendment General Fund Fire Department in the amount of \$1,908.71.
5. Budget Amendment General Fund Grant Revenue in the amount of \$24,546.98.

***Motion was moved by Councilman Pouncil and seconded by Councilman Myers to approve 6. a. 4 & 5 as presented.***

*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

- b. Discuss and/or take action on approving payment to Cook Construction in the amount of \$33,622.50.  
*Motion was moved by Councilman Pouncil and seconded by Councilwoman Greenleaf to approve payment to Cook Construction in the amount of \$33,622.50.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

- c. Discuss and/or take action on approving payment to Cook Construction in the amount of \$65,916.25.  
*Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to approve payment to Cook Construction in the amount of \$65,916.25.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

- d. Discuss and/or take action on approving payment to KBC Construction in the amount of \$33,631.99.  
*Motion was moved by Councilman Pouncil and seconded by Councilman Wiles to approve payment to KBC Construction in the amount of \$33,631.99.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

- e. Planning & Zoning -
- f. CIDA Report –
- g. Maintenance Department –
- h. Ordinance Officer-
- i. Recreation Department – *No Report*
- j. EMS Report -
- k. Emergency Management Report –
- l. Police Department –
- m. Fire Department –
- n. Court –

- 7. Discuss and/or take action on Resolution 2016-09-12 application for financial assistance with the Oklahoma Rural Economic Assistance Plan Fund (**REAP**) for 2017 (APEX LIFT STATION).  
*Motion was moved by Councilman Pouncil and seconded by Councilman Underhill to approve Resolution 2016-09-12 application for financial assistance with the Oklahoma Rural Economic Assistance Plan Fund (REAP) for 2017 (APEX LIFT STATION)*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

8. Discuss and/or take action on declaring the following properties as nuisances with dilapidated homes, buildings and/or garages.

**LEGAL DESCRIPTION**

**APPROX. STREET ADDRESS**

**a. W20’N50’LOT 5 & N50’ LOT 6 BLK. 45      307 NW 6<sup>TH</sup>**  
*Motion was moved by Councilman Wiles and seconded by Councilman Pouncil that the condition of property 307 NW. 6<sup>th</sup> is a dilapidated property that constitutes a detriment or a hazard to the public health, safety or welfare and that the property would be benefitted by the removal of such condition, this shall be completed on or before November 14, 2016.*

*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

**b. PT LOT 2 BLK 17 OT-CHECOTAH      518 NW MAIN**  
*Motion was moved by Councilman Wiles and seconded by Councilman Reynolds that the condition of property 518 NW Main is a dilapidated property that constitutes a detriment or a hazard to the public health, safety or welfare and that the property would be benefitted by the removal of such condition, this shall be completed on or before November 14, 2016.*

*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

**c. LOTS 5-6 BLK 2 WATSON ADDITION      613 NE 4<sup>TH</sup>**  
*Motion was moved by Councilman Wiles and seconded by Councilman Myers that the condition of property 613 NE 4<sup>th</sup> is a dilapidated property that constitutes a detriment or a hazard to the public health, safety or welfare and that the property would be benefitted by the removal of such condition, this shall be completed on or before November 14, 2016.*

*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

**d. LOT 1-2 BLK 112 OT-CHECOTAH      613 NE 3<sup>RD</sup>**  
*Motion was moved by Councilman Wiles and seconded by Councilman Myers that the condition of property 613 NE 3<sup>rd</sup> is a dilapidated property that constitutes a detriment or a hazard to the public health, safety or welfare and that the property would be benefitted by the removal of such condition, this shall be completed on or before November 14, 2016.*

*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

**e. LOT 5 BLK 138 OT-CHECOTAH      612 E. GENTRY**  
*Motion was moved Councilman Wiles and seconded by Councilman Myers that the condition of property 612 E. Gentry is a dilapidated property that constitutes a detriment or a hazard to the public health, safety or welfare and that the property would be benefitted by the removal of such condition, this shall be completed on or before November 14, 2016.*

*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

**f. S 49 FT. & CTR. 45 FT. LOT 1 BLK. 138 113 NE 5TH  
OT-CHECOTAH**

*Motion was moved by Councilman Wiles and seconded by Councilwoman Underhill that the condition of property 113 NE 5<sup>th</sup> is a dilapidated property that constitutes a detriment or a hazard to the public health, safety or welfare and that the property*

*would be benefitted by the removal of such condition, this shall be completed on or before November 14, 2016.*

*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

**g. BEG. SW/C YORK TRACT N168' TO S/L 1109 E GENTRY  
HWY 266 NW'LY ON ROW 260' W 35.5' S327' E POB LESS.07A SEC 33-12-  
17 697/ 272 880/458**

*Motion was moved by Councilman Wiles and seconded by Councilwoman Underhill that the condition of property of 1109 E. Gentry is a dilapidated property that constitutes a detriment or a hazard to the public health, safety or welfare and that the property*

*would be benefitted by the removal of such condition, this shall be completed on or before November 14, 2016.*

*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

Said buildings and lots shall be commenced on or before September 27, 2016 and completed on or before November 14, 2016.

9. Discuss and/or take action on revisiting 208 SE Main Street a/k/a S60'N120' of Lot 103 Blk. 148 OT-Checotah which was given 90 days extension on June 13, 2016.  
*Motion was moved by Councilman Wiles and seconded by Councilman Reynolds to give another 60 extension which would be November 14, 2016 before deciding if 208 SE Main Street a/k/a S60' N 120' of Lot 103 Blk. 148 OT-Checotah be taken off of the condemned list.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*
10. Discuss and/or take action on annual Identity Theft Prevention Program (Red Flag Rules) report.  
*Motion was moved by Councilman Pouncil and seconded by Councilman Myers to approve annual Identity Theft Prevention Program (Red Flag Rules) report.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*
11. Discuss and/or take action on adopting Ordinance # 576 prohibiting use of tobacco in any form, including vapor products, in or on any City of Checotah/ Checotah Public Works Authority, owned building, property, vehicle or equipment; definition of terms and phrases; posting; violation and penalty; enforcement; repealer; severability and emergency.  
*Motion was moved Councilman Pouncil and seconded by Councilman Reynolds to adopt Ordinance # 576 prohibiting use of tobacco in any form, including vapor products, in or any City of Checotah/Checotah Public Works Authority, owned*

*building, property, vehicle or equipment; definition of terms and phrases; posting; violation and penalty; enforcement; repealer; severability and emergency.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*

12. **Mayor Tarkington declared an emergency.**
13. Discuss and/or take action on setting cost of fine plus court costs, regarding Ordinance #576.  
*Motion was moved by Councilman Myers and seconded by Councilman Pouncil to approve \$51.00 fine plus \$49.00 court costs for total of \$100.00 regarding Ordinance # 576.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*
14. Discuss and/or take action on adopting Checotah's Active Military Sons and Daughters Banner Program and filtering monies thru City of Checotah.  
*Motion was moved by Councilman Myers and seconded by Councilman Reynolds to adopt Checotah's Active Military Sons and Daughters Banner Program and filtering monies thru City of Checotah.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*
15. Discuss and/or take action on combining all parks, recreation and sports complex under one job description and job title Parks Manager.  
*Motion was moved by Councilman Key and seconded by Councilman Reynolds to combine all parks, recreation and sprots complex under one job description and job title Parks Manager.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes*
16. Discuss and/or take action on accepting applications for Parks Manager as a full time, hourly employee under direct supervision of the Mayor.  
*Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to accept applications for Parks Manager as a full time, hourly employee under direct supervision of the Mayor.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*
17. Discuss and/or take action on awarding bid for asphalt overlay project.  
*Motion was moved by Councilman Wiles and seconded by Councilwoman Greenleaf to award asphalt overlay project to B&S Construction in the amount of \$172,200.00.*  
*Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.*
18. Discuss Chamber of Commerce building.  
*To be put on October 11, 2016 agenda to take action.*
19. Discuss and/or take action on surplusng Bivens property at 608 W. Gentry.  
*Motion was moved by Councilman Myers and seconded by Councilwoman Greenleaf to surplus Bivens property at 608 W. Gentry.*

***Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.***

20. Remarks and inquiries by the governing body & Mayors Report.
21. Adjournment- ***Motion was moved by Councilwoman Underhill and seconded by Councilman Reynolds to adjourn.***  
***Motion carried unanimously with Councilmen Key, Myers, Newton, Pouncil, Reynolds, Wiles Councilwomen Greenleaf and Underhill voting yes.***

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LouAnn Moore, Deputy City Clerk

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Daniel Tarkington, Mayor