

MINUTES
Of the
CHECOTAH PUBLIC WORKS AUTHORITY
Immediately Following
CHECOTAH CITY COUNCIL
MONDAY, JULY 11, 2016
City Hall
414 W. Gentry, Checotah, Ok. 74426

1. Call to order – *Chairman Tarkington called the meeting to order at 7:40 p.m.*
2. Roll Call – *Members present were Trustee’s Greenleaf, Key, Myers, Newton, Pouncil, Reynolds, Tarkington, Underhill and Wiles.*
3. Discuss and/or take action on approval of minutes of PWA meeting June 13, 2016, as presented or amended.
Motion was move by Trustee Pouncil and seconded by Trustee Wiles to approve minutes of PWA meeting June 13, 2016, as presented.
Motion carried unanimously with Trustee’s Greenleaf, Key, Myers, Newton, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.
4. Discuss and/or take action on approval of Special Meeting Minutes June 28, 2016, as presented or amended.
Motion was moved by Trustee Pouncil and seconded by Trustee Greenleaf to approve special meeting minutes June 28, 2016 as presented.
Motion carried unanimously with Trustee’s Greenleaf, Key, Myers, Newton, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.
5. Reports of Committees, Boards and Departments:
 - a. Discuss and/or take action on the Financial Report as presented or as amended.
Motion was move by Trustee Pouncil and seconded by Trustee Reynolds to approve 5. (a.) 1 thru 2 financial report as presented.
Motion carried unanimously with Trustee’s Greenleaf, Key, Myers, Newton, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.
 - i. Estimated salaries for August in the amount of \$55,000.00.
 - ii. Actual Salaries for June in the amount of **\$52,630.09.**
 - iii. Expenditures for June in the amount of **\$132,758.36.**
Motion was move by Trustee Pouncil and seconded by Trustee Reynolds to approve 5. (a.) 3 as presented.
Motion carried unanimously with Trustee’s Greenleaf, Key, Myers, Newton, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.
 - b. Discuss and/or take action on released and re-issued purchase orders.
Motion was moved by Trustee Pouncil and seconded by Trustee Reynolds to approve released and re-issued purchase orders.

Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Newton, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.

6. Utility Department Report
7. Discuss and/or take action on New Employee Handbook effective July, 2016.
Motion was moved by Trustee Reynolds and seconded by Trustee Greenleaf to approve new employee handbook effective July, 2016.
Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Newton, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.
8. Remarks and inquiries by governing body.
9. Adjournment – ***Motion was moved by Trustee Reynolds and seconded by Trustee Underhill to adjourn.***
Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Newton, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.

LouAnn Moore, Assistant Secretary

Daniel Tarkington, Chairman