**MINUTES**
Of the
**CHECOTAH PUBLIC WORKS AUTHORITY**
Immediately Following
CHECOTAH CITY COUNCIL
**MONDAY**, **NOVEMBER 14, 2016**
City Hall
414 W. Gentry, Checotah, Ok. 74426

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1. Call to order – *Chairman Tarkington called the meeting to order at 7:55 p.m.*

2. Roll Call – *Members present were Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds, Tarkington, Underhill and Wiles.*

3. Discuss and/or take action on approval of minutes of PWA meeting October 11, 2016, as presented or amended.
   ***Motion was moved by Trustee Myers and seconded by Trustee Pouncil to approve PWA meeting minutes October 11, 2016 as presented.***
   ***Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds,Tarkington, Underhill and Wiles voting yes.***

4. 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 Trustee Pouncil and seconded by Trustee Reynolds to approve Financial Report as presented.***
      ***Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.***

      i. Estimated salaries for December in the amount of $**40,000.00.**
      ii. Actual Salaries for October in the amount of $**38,452.11.**
      iii. Expenditures for October in the amount of $**99,867.51.**

5. Utility Department Report

6. Discuss and/or take action on approving PWA Meeting dates for 2017.
   ***Motion was moved by Trustee Pouncil and seconded by Trustee Underhill to approve PWA Meeting dates for 2017.***
   ***Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.***

7. Discuss and/or take action on approving Holiday Closings for 2017.
   ***Motion was moved by Trustee Myers and seconded by Trustee Wiles to approve Holiday Closings for 2017.***
   ***Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.***

8. Discuss and/or take action on approving Christmas Bonus for PWA Employees.
   ***Motion was moved by Trustee Pouncil and seconded by Trustee Wiles to approve Christmas Bonus for PWA Employees.***
   ***Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.***

9. Discuss and/or take action on using Restricted Fund to purchase motors at the Wastewater Plant.
   ***Motion was moved by Trustee Myers and seconded by Trustee Pouncil to use Restricted Fund to purchase motors for the Wastewater Plant.***
   ***Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.***

   ***Chairman Tarkington declared an emergency.***

10. Discuss and/or take action approving agreement to accept Compensatory Time off In Lieu of Overtime Pay effective February 1, 2017.
    ***Motion was moved by Trustee Wiles and seconded by Trustee Underhill to approve agreement to accept Compensatory Time Off In Lieu of Overtime Pay effective February 1, 2017.***
    ***Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds, Tarkington, Underhill and Wiles voting yes.***

11. Take action on individual salaried employees.
    ***Tabled***

12. Remarks and inquiries by governing body.

13. Adjournment – ***Motion was moved by Trustee Pouncil and seconded by Trustee Myers to adjourn.***
    ***Motion carried unanimously with Trustee's Greenleaf, Key, Myers, Pouncil, Reynolds Tarkington, Underhill and Wiles voting yes.***

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LouAnn Moore, Assistant Secretary Daniel Tarkington, Chairman