

**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

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Daniel Tarkington, Chairman