

**MINUTES OF THE
REGULAR MEETING
OF THE
SOUTH COFFEYVILLE TOWN COUNCIL**

City Hall -- 419 Willow
South Coffeyville, OK 74072

October 2, 2017

6:00 P.M.

1. The meeting was called to order by Mayor Jim Wilhelms.
2. The pledge of allegiance and prayer was led by Mayor Jim Wilhelms.
3. Answering roll call was Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
4. Citizen's Comments--None
5. Vice Mayor Jerome Gnatek made the motion to approve the minutes from the September 18, 2017 meeting and purchase orders for the Utility Fund, General Fund, Street & Alley, Fireman's Fund, and Meter Deposits Payable. Justin Buckley seconded the motion. Yes votes were by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
6. There were no items to be removed from the Consent Agenda.
7. No action--David Clanin CPA to address the council reference 2016-2017 Audit. David Clanin was unable to attend the meeting.
8. No action--discuss and vote to approve 2016-2017 Audit as presented by David Clanin CPA.
9. No action--Bill Turner CPA to address the council reference 2017-2018 Budget. Bill Turner was unable to attend the meeting.
10. No action--discuss and vote to approve 2017-2018 Budget as presented by Bill Turner CPA.
11. Bill Booe with Cornerstone Regional Survey, LLC. addressed the council about the newly annexed portion of properties to be surveyed, lotted, blocked, and added to the Town map.
12. Kenneth Vest tabled the discussion and vote to have Cornerstone Regional Survey LLC., survey, lot, block, and add to Town map the newly annexed portion of properties to city limits until an estimate is made. Loneta Hooper seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.

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13. Lynn Ball with IDShield was not present to address the council.
14. Vice Mayor Jerome Gnatek made the motion to approve Resolution 2017-9, notifying the residents of South Coffeyville of the Adoption of the newly compiled "Code of Ordinances". Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Jim Wilhelms.
15. Kenneth Vest made the motion to approve Ordinance 2017-10 Adopting and Enacting "South Coffeyville Code of Ordinance". Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Jim Wilhelms.
16. Kenneth Vest made the motion to Accept Grant Contract No:16998 CDBG 17 award, Grant Recipient Name: Town of South Coffeyville, Company: Star Pipe USA, LLC dba SP Foundry. With the CDBG-EDIF funds being used for roadway improvements which will support the expansion of Star Pipe USA, LLC dba SP Foundry. Loneta Hooper seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Jim Wilhelms.
17. Vice Mayor Jerome Gnatek made the motion to approve Ordinance 2017-14 requiring job tracking data as a condition of the use by Star Pipe USA, LLC dba SP Foundry or subsequent employers and/or other entity utilizing road improvements funded by this CDBG-EDIF Grant # 16998 financing. Justin Buckley seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Jim Wilhelms.
18. Vice Mayor Jerome Gnatek made the motion to approve and consider adopting Federal Procurement Federal Procurement Procedures Certification regarding Contract CDBG-EDIF Grant # 16998 CDBG 17. Justin Buckley seconded motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Jim Wilhelms.
19. Kenneth Vest made the motion to approve Ordinance 2017-13 reopening a portion of 7th Street and Amending Ordinance 2017-5. Justin Buckley seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
20. Justin Buckley made the motion to approve the purchase of 25 sets of wildfire/extrication gear for the South Coffeyville Fire Department for \$532/set for a total of \$13,300 from Casco Industries, Inc. The Fire Department will use funds donated by the Harmon Foundation to purchase the gear. Loneta Hooper seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
21. Kenneth Vest made the motion to approve the purchase of a Groves Ready Rack PPE Extractor/ Washer from Casco Industries, Inc. for \$3,405. The Fire Department will use the



remaining funds from the Harmon Foundation and \$1,700 from the Fire Department to purchase the washer. Justin Buckley seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.

22. Vice Mayor Jerome Gnatek made the motion to approve Ordinance 2017-12 amending Section 13-203 of Chapter 2 "Police Officers" and Providing a Severability of Provision and Declaring An Emergency. Justin Buckley seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.

23. Skip--Vote to convene to Executive Session for discussion with Town Attorney pursuant to Title 25 O.S. Section 307b (4).

24. Skip--Vote to return to regular meeting.

25. Skip--Mayor's Statement of executive meeting.

26. Vice Mayor Jerome Gnatek made the motion to approve a building permit for Wanda Gatton at 816 Seminole for an addition onto existing residence. Loneta Hooper seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.

27. New Business--Jeri Culbertson, Office Manager addressed the council for a request for bids for Engineering Qualifications for the CDBG-EDIF 16998 Grant. Along with a committee to be made to review the Engineering Bids. A consensus vote was made by the council to appoint the South Coffeyville Area Development as the reviewing committee.

28 Reports From the Departments:

Report from Jim Wilhelms, Mayor --Thanked those who had worked hard on the grant.

Report from Wade Lamb, Chief of Police -- Reported he would be looking for an officer in the near future.

Report from Jim Wilson, Fire Chief -- Reported that the Fire Department would like to have some hand radios declared surplus and for them to be donated to the Nowata County Sheriff's Department. Updates for the 911 addresses were still in progress. Two pumper trucks had yearly maintenance done.

Report from Robin Lamb, Maintenance Supervisor -- No Report.

Report from Jeri Culbertson, Office Manager -- Flu shots would be provided by the Cherokee Nation October 24th, at Gibbs Hall for anyone in the community at no cost. Also the City Wide Clean-Up would be October 28th.

Report from Mitch Lakey, Emergency Manager --Reported he was working with insurance on a quote for the addition work to be done on the siren for the Cherokee Casino.

Report from Jerome Gnatek, Floodplain Administrator -- No Report.

Report from Marty Meason, Town Attorney -- Absent.

Report from David Clanin, Town Auditor -- Absent.

JKC

Report from Bill Turner, Town's CPA for Budget--Absent.

29. Vice Mayor Jerome Gnatek made the motion to adjourn. Justin Buckley seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Justin Buckley, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms. .

The meeting concluded at 6:53 P.M.

City Clerk/Treasurer: 

