

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

City Hall -- 419 Willow
South Coffeyville, OK 74072

June 18, 2018

6:00 P.M.

1. The meeting was called to order by Mayor Jim Wilhelms.
2. The pledge of allegiance was led by Mayor Jim Wilhelms and prayer was led by Wade Lamb.
3. Answering roll call was Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms. Justin Buckley and Loneta Hooper were absent.
4. Citizen's Comments--None.
5. Vice Mayor Jerome Gnatek made the motion to approve the minutes from the June 4, 2018 regular meeting and purchase orders for the Utility Fund, General Fund, Street & Alley, Fireman's Fund, and Meter Deposits Payable. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.
6. There were no items to be removed from the Consent Agenda.
7. Kenneth Vest made the motion to award the bid to Goins Enterprises pending change order #1 on CDBG-EDIF 16988 Star Pipe Utility relocation project. Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.
8. Kenneth Vest made the motion to open sealed bids for the sale of a 1987 International S1900 pole truck/digger derrick truck. A bid was made by Paul Deaton. Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.
9. Kenneth Vest made the motion to award the bid for the sale of a 1987 International S1900 pole truck/digger derrick truck to Paul Deaton for \$1000.00. Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.
10. Vice Mayor Jerome Gnatek made the motion to approve a building permit for Sam Richey at 116 Walnut to construct a porch on residence. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.
11. Kenneth Vest made the motion to approve a building permit for Cody McGinnis at 718 Walnut for a metal carport. Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

12. Vice Mayor Jerome Gnatek made the motion to approve a building permit for Joe Fenandez at 208 E 8th to construct an 8' x 20' addition to current residence. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

13. Vice Mayor Jerome Gnatek made the motion to approve roof repair to City Hall reference to opened bid from May 21, 2018 meeting. Davis Home Improvement LLC was awarded the bid for Heritage Shingles for \$6,638.00. The insurance claim will pay \$6,514.95. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

14. Kenneth Vest made the motion to convene to Executive Session to discuss employees of the Town of South Coffeyville pursuant to Title 25 O.S. Section 307b (1). Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

15. Vice Mayor Jerome Gnatek made the motion to return regular meeting. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest and Mayor Jim Wilhelms.

16. Mayor's Statement of executive session. Mayor Jim Wilhelms stated the council discussed the possibility of raises, departmental budgets, and insurance plans in executive session.

17. Kenneth Vest made the motion to approve the following raises concerning the employees of the Town of South Coffeyville.

1. Police Department raises--Police Chief 5%, officers 4%, and reserves 2%.
2. Maintenance Department raises--Maintenance Supervisor 3% and workers 2%.
3. City Hall Office raises--Office Manager 3% and workers 2%.
4. Fire Department raises--Fire Chief 2%.
5. Emergency Management--Manager 2%.

Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

18. Vice Mayor Jerome Gnatek made the motion to approve the departmental budgets for the Police Department, Fire Department, Maintenance, Emergency Management, and City Hall Office. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

19. Vice Mayor Jerome Gnatek made the motion to approve Employee Health Insurance as follows:

1. If a spouse is offered insurance with their job, they may pay \$200/month for the insurance group plan the city offers.
2. If a child between the ages of 18-26 is not enrolled as a full-time student, they may pay \$100/month for the insurance group plan the city offers.

Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

20. Vice Mayor Jerome Gnatek made the motion to collect \$4/paid utility account/month to be put in to a fund for maintenance department. A new bank account would need to be set up for this fund. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

21. Kenneth Vest made the motion to use Escrow credit to pay towards Workers' Compensation plan renewal with OMAG. Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

22. Vice Mayor Jerome Gnatek made the motion to move \$27,000.00 to Street and Alley Department from Utility to bring the account to \$60,000.00. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

23. Vice Mayor Jerome Gnatek made the motion to submit and pay CDBG-EDIF 16988-07 in the amount of \$149.06. to Nowata Star for ad reference bids on water and sewer relocation. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

24. New business--Welch State Bank wanted the council to know the Welch State Bank Building would be available to be purchased and moved from the current location. The FEMA insurance current coverage increased to \$6,947.00 from \$6,359.00. The council was in agreement on the increase.

25. Reports From Departments:

Report from Jim Wilhelms, Mayor -- Reported on the 911 meeting he attended for Nowata County. He also mentioned the possibility of a 2% increase to the water and electric bills in the near future.

Report from Wade Lamb, Chief of Police -- No report.

Report from Jim Wilson, Fire Chief -- Absent.

Report from Robin Lamb, Maintenance Supervisor -- Reported the water tower came down without any problems. They would be removing the concrete as well. The council needed to look in to the grants available for solar panels.

Report from Jeri Culbertson, Office Manager -- Asked the council if the special meeting on the 29th would start at 5:00. The council agreed to a 5:00 start.

Report from Mitch Lakey, Emergency Manager -- No report.

Report from Jerome Gnatek, Flood Plan Administrator -- No report.

Report from Marty Meason, Town's Attorney -- Absent.

Report from David Clanin, Town's Auditor -- Absent.

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

26. Kenneth Vest made the motion to adjourn. Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, and Mayor Jim Wilhelms.

The meeting concluded at 9:02 P.M.

City Clerk/Treasurer: