

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

City Hall -- 419 Willow
South Coffeyville, OK 74072

February 18, 2020

6:00 P.M.

1. The meeting was called to order by Mayor Jerome Gnatek.
2. The Pledge of Allegiance was led by Mayor Jerome Gnatek, and the prayer was led by Wade Lamb.
3. Answering roll call was Dorothy Perkins, Justin Buckley, David Rexwinkle, and Mayor Jerome Gnatek. Vice Mayor Kenneth Vest was absent.
4. Citizen Comments--None.
5. David Rexwinkle made the motion to approve the minutes with the amendment below for line item 10 from the February 3, 2020 regular meeting, and purchase orders for the Utility Fund, General Fund, Street & Alley, Fireman's Fund, and Meter Deposits Payable. David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, David Rexwinkle, and Mayor Jerome Gnatek.
 10. Amendment--Vice Mayor Kenneth Vest made the motion to approve amending job designations in the employee handbook for the maintenance department along with a grade adjustment was added to job description and grades. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek.
6. There were no consideration of items to be removed from the Consent Agenda.
7. David Rexwinkle made the motion to approve a building permit for Roger Thompson to build a structure on Block 3 Lot 19-21. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, David Rexwinkle, and Mayor Jerome Gnatek.
8. Justin Buckley made the motion to approve and sign the Letter of Engagement sent by David Clanin with the corrections. David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, David Rexwinkle, and Mayor Jerome Gnatek. Mayor
- 9-10. Justin Buckley made the motion to approve and sign documents for REAP Grant # 038-ED-2020 in the amount of \$40,000.00 and REAP Grant #036-ED-2020 in the amount of \$30,000.00. David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, David Rexwinkle, and Mayor Jerome Gnatek.



11. Sarah Key, board member for South Coffeyville Area Development Authority (SCADA) addressed the Council with updates on what was going on with the project. With the grants above and 2 others, SCADA hopes to be able to build on the property without a loan. There will be a bid process starting in the near future for the building. There also has been some interest from a business to lease the whole building. She also thanked the council for donating \$2,000.00 monthly for the project.

12. **New Business**--No new business.

13. Reports from the Departments:

Report from Jerome Gnatek, Mayor --Reported he had attended an Economic Development Meeting in Big Cabin last Thursday. Available grants were discussed at the meeting.

Report from Wade Lamb, Chief of Police --Reported that Officer Rivers had applied and was accepted in to the program to train to be a Drug Recognition Expert. The training would be 2 weeks in Oklahoma City. He also asked the council about the pay scale approved for maintenance along with raises, and why his pay scale had not been used for the police department raises in the past. Normally raises take effect in July.

Report from Jim Wilson, Fire Chief --Absent.

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

Report from Jenifer Hanigan, Deputy Clerk --Reported she would have an add to the council to approve to be published for an office employee. If approved, the office can get started on the interview process. She also shared a consultation with the Department of Labor would take place on Thursday, April 2nd.

Report from Mitch Lakey, Emergency Manager --Absent.

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

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

14. David Rexwinkle made the motion to adjourn. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, David Rexwinkle, and Mayor Jerome Gnatek.

The meeting concluded at 7:23 P.M.

City Clerk/Treasurer:

