

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

Gibbs Hall -- 207 West Broadway

South Coffeyville, OK 74072

January 4, 2021

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 Jenifer Hanigan.
3. Answering roll call was Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek. .
4. Citizen Comments--None.
5. Vice Mayor Kenneth Vest made the motion to approve the minutes from the December 21, 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, 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. Vice Mayor Kenneth Vest made the motion to approve changes to procedure for Insurance benefit for spouse if an employee is deceased by providing insurance to the surviving spouse for 6 months. David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek.
8. Justin Buckley made the motion to approve Purchase Order #16998-26 for Grand Gateway in the amount of \$3,775.00 to be paid from the CDBG-EDIF Grant. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek.
9. Skip- Discuss, Review, or act regarding the acceptance of the final Close-out Public Hearing held at 5:45 p.m. January 19, 2021 on a Community Development Block Grant (CDBG) Contract Number 16998 CDBG ED 17 on behalf of Star Pipe Products Expansion project.



10. Skip-Discuss, Review, or act to approve a Resolution authorizing the Chairman to sign close-out documents related to a Community Development Block Grant (CDBG) Contract Number 16998 CDB ED 17 on behalf of Star Pipe Products Expansion Project's Closeout Certifications, to include but not limited to:

- a. CDBG Engineer's Certification of Completion
- b. Section 3 Summary Report Part II
- c. Final Wage Compliance Form
- d. CDBG Certification of Final Completion
- e. Close-out Job Beneficiary Form
- f. Closeout Checklist
- g. Final Administrative Payments approval for Grand Gateway Economic Development Association
- h. Any other Close-out documents required for CDBG Project #16998 CDBG ED 17 Star Pipe Products Expansion Project

11. Vice Mayor Kenneth Vest made the motion to approve to convene to Executive Session to discuss employees and direction of the Maintenance Department pursuant to Title 25 O.S. Section 307.b (1). 19. Justin Buckley seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek.

12. Vice Mayor Kenneth Vest made the motion to return to regular session. Justin Buckley seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek.

13. Mayor's statement of executive session--The council discussed how we are moving forward in the maintenance department, the town and its possibilities.

14. Vice Mayor Kenneth Vest made the motion to approve to appoint Steven Soule as Town Superintendent of Maintenance Department. Justin Buckley seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek.

15. Justin Buckley made the motion to approve to enroll the Maintenance department in training put on by Accurate Labs for 8 hour course at the cost of \$1250.00. David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek.

16. **New Business**-Justin Buckley made the motion to appoint Mayor Gnatek as a representative of the Board of Directors to Grand Gateway Economic Development Association. Vice Mayor Kenneth Vest seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, David Rexwinkle, and Mayor Jerome Gnatek.



17. Reports from the Departments:

Report from Jerome Gnatek, Mayor --No report.

Report from Wade Lamb, Chief of Police --Reported the PD is trying to get normalcy. On behalf of PD, and my family, we appreciate the support from this town.

Report from Jim Wilson, Fire Chief --Reported Unit 42 Pumper was in an accident responding to a mutual assistance call in Coffeyville. No one was hurt. Truck is functional, but the passenger door is unable to open.

Report from Steven Soule, Lead Foreman for Maintenance Department-- Reported they hoped to be caught up by the end of the week. The rock delivery was canceled. He would like to get some prices for leasing a mini excavator. The new pole truck is in.

Report from Jenifer Hanigan, Deputy Clerk --No report.

Report from Mitch Lakey, Emergency Manager --Absent.

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

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

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

The meeting concluded at 6:47 P.M.

City Clerk/Treasurer:

