

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

Gibbs Hall -- 207 West Broadway

South Coffeyville, OK 74072

February 16, 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 Wade Lamb.
3. Answering roll call was Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek. David Rexwinkle was absent.
4. Citizen Comments--None.
5. Vice Mayor Kenneth Vest made the motion to approve the minutes from the February 01, 2021 regular meeting, and purchase orders for the Utility Fund, General Fund, Street & Alley, Fireman's Fund, and Meter Deposits Payable. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, 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 accept the final Close-out Public Hearing held at 5:45 February 16, 2021 on a Community Development Block Grant (CDBG) Contract Number 16998 CDBG ED 17 on behalf of Star Pipe Products Expansion project. The council accepts the project as complete. Justin Buckley seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek.
8. Justin Buckley made the motion to approve a Resolution authorizing the Chairman to sign close-out documents related to a Community Development Block Grant (CDBG) Contract Number 16998 CDBG 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

*JK*

- h. Any other Close-out documents required for CDBG Project #16998 CDBG ED 17  
Star Pipe Products Expansion Project

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

9. Vice Mayor Kenneth Vest made the motion to approve a building permit to replace a mobile home with a 16' x 44' modular home on the property at 803 Willow. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek.

10. Vice Mayor Kenneth Vest made the motion to approve a building permit to install a chain link fence at 410 S Park. Justin Buckley seconded the motion. Yes votes were made by Dorothy Perkins, Justin Buckley, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek.

**11. New Business--None**

**12. Reports from the Departments:**

**Report from Jerome Gnatek, Mayor** --Shared a letter with the council he had written to Union Pacific requesting the crossing to not be blocked in case of an emergency. He also reported he had been working on combining the Police Department and Maintenance Department Personnel Manuals into one manual to be brought to the council in the future to be voted on. Reported the maintenance diesel trucks were having trouble getting started in the extreme cold temperatures. The trash company has been unable to pick up trash due to road conditions last week, and this week they were unable to start the trucks in the cold.

**Report from Wade Lamb, Chief of Police** --Reported a police vehicle was in the shop for mechanical repairs and should be done in a couple of days.

**Report from Jim Wilson, Fire Chief** --Absent.

**Report from Steven Soule, Superintendent for Maintenance Department**-- No report.

**Report from Jenifer Hanigan, Deputy Clerk** --Absent.

**Report from Mitch Lakey, Emergency Manager** --Reported he had talked to Laurie Summers, Nowata County Emergency Manager about using the town's emergency management trailer to transport water if needed.

**Report from Jerome Gnatek, Flood Plan Administrator**--Reported his class was cancelled and would be rescheduled in March.

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

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

**The meeting concluded at 6:20 P.M.**

City Clerk/Treasurer:

