

**MINUTES OF THE
REGULAR MEETING
OF THE
SOUTH COFFEYVILLE
PUBLIC WORKS AUTHORITY**

**TOWN HALL--419 Willow
South Coffeyville, OK 74072**

June 21, 2021

Immediately following the Town Council Meeting

1. The meeting was called to order by Mayor Jerome Gnatek.
2. Answering roll call was Dorothy Perkins, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek. David Rexwinkle was absent.
3. Vice Mayor Kenneth Vest made the motion to approve the minutes for the June 7, 2021 regular meeting, and purchase orders. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek.
4. There were no items to be removed from the Consent Agenda.
5. Dorothy Perkins made the motion to convene to Executive Session to discuss employees of the Town pursuant to Title 25 O.S. Section 307 (b). Vice Mayor Kenneth Vest seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek.
6. Dorothy Perkins made the motion to return to regular meeting. Vice Mayor Kenneth Vest seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek.
7. Mayor's statement of executive session--The Town received a Letter of Grievance from an employee referencing the Town Maintenance Superintendent. Procedures on how to address the issue were reviewed.
8. Vice Mayor Kenneth Vest made the motion to set up a grievance committee with the chairman to be City Clerk, Janie Conley. The grievance procedure in the employee manual will be followed. There will be 3 people on the committee with two being town employees and 1 council appointment. The two parties involved will receive a letter on the next step in the process. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor Kenneth Vest, and Mayor Jerome Gnatek.
6. **New Business--None.**

7. Report from the department:

Report from Jeff Brodie, Operations Manager—Reported he was on vacation last week and 30 discharges with a total of 1.2 million gallons of untreated water was dumped into Onion Creek. 6 discharges per day times 5 days. There was no treatment and no testing done. The pump was plugged and was plugged when vacation was requested. Jeff Brodie states the maintenance supervisor was notified of the problem with the pump before leaving for vacation. The maintenance department repaired the problem with the pump on Monday, June 21. DEQ will be notified by Jeff Brodie and the mayor requested a copy when DEQ replies. Tuesday he had state testing and requested to clock in and out at the sewer plant. The mayor agreed for Jeff Brodie to clock in and out at the sewer plant.

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

The meeting concluded at 7:28 P.M.

City Clerk/Treasurer:

A handwritten signature in black ink, reading "Jamie K. Conley". The signature is written in a cursive, flowing style. The first name "Jamie" is written with a large, looped capital "J". The middle initial "K" is small and positioned between the first and last names. The last name "Conley" is written with a large, looped capital "C" and ends with a long, sweeping tail that extends to the right.