

**Minutes of the  
Special Meeting  
of the  
SOUTH COFFEYVILLE TOWN COUNCIL**

TOWN HALL -- 419 Willow  
South Coffeyville, OK 74072  
September 27, 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, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek.
4. Citizen Comments--None.
5. Dorothy Perkins made the motion to approve the minutes from the August 16, 2021 regular meeting with the correction to remove line item #9 and September 7, 2021 regular meeting, and purchase orders for the Utility Fund, General Fund, Street & Alley, Fireman's Fund, and Meter Deposits Payable. Vice Mayor David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek.
6. There were no consideration of items to be removed from the Consent Agenda.
7. Sarah Key with the South Coffeyville Area Development Authority addressed the council with a project status update. She reported that the building was 95% complete with some final electrical and plumbing projects to be completed. Three of the units have been spoken for, with one already having a lease signed. One unit is still available for rent. SCADA meets the 2nd Tuesday of every month at 1:00 p.m. at City Hall.
8. No action--Adrian Davis with Wake Wireless to address the council about setting up their internet on the town's water tower.
9. A letter was reviewed from a citizen with concerns regarding a previous appointment to the council. A Special Meeting was decided upon to appoint a trustee to the vacant council seat to take place September 27, 2021, at 6:00 p.m. at City Hall. Joe Scott's Trustee appointment was after the 60 day deadline to appoint a trustee to a vacant seat and is null and void.
10. Dorothy Perkinse made the motion to purchase a R1 GNSS Receiver in the amount of \$2,368.00 out of the Utility Fund. This will also be used by the Fire Department and Emergency Management. Vice Mayor David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek.

*JKC*

11. Vice Mayor David Rexwinkle made the motion to purchase a SensorLink Ampstik Plus High Voltage Ammeters in the amount of \$2,352.44. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek.

12. Dorothy Perkins made the motion to approve changes to the Fee Schedule for A-B3 Rock and 40-Foot Utility Poles. Vice Mayor David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek.

13. Dorothy Perkins made the motion to appoint Tim Keeton to the Town Council. Vice Mayor David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek.

14. No action--Discuss, Review, or Act to close out 90-Day probation period for Daniel Wilson and move hourly pay to Full-Time rate.

15. Dorothy Perkins made the motion to approve the job title Office Supervisor effective immediately for Jenifer Hanigan. Vice Mayor David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins and Vice Mayor David Rexwinkle. Mayor Jerome Gnatek abstained from the vote.

16. Skip--Vote to convene to Executive Session to discuss employees of the Town pursuant to Title 25 O.S. Section 307b (1).

17. Skip--Vote to return to regular meeting.

18. Skip--Mayor's statement of executive session.

19. Skip--Discuss, Review, or take action following executive session.

20. Skip--Discuss, Review, or Act on Departmental Budgets.

21. Dorothy Perkins made the motion to table on getting all people vetted before being appointed to the Council or under the Town's employ. Vice Mayor David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek. The Town Attorney will need to review this first.

22. Dorothy Perkins made the motion to approve the Fall Town Clean-up being held on Saturday, October 23rd. Vice Mayor David Rexwinkle seconded the motion. Yes votes were made Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek.

23. Dorothy Perkins made the motion to approve to close Gibbs Hall for renting out to the public. Vice Mayor David Rexwinkle seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jerome Gnatek.

24. No Action--Discuss, Review, or Act on paying for pilot program with automatic water reading system.

A handwritten signature in black ink, located in the bottom right corner of the page. The signature is stylized and appears to be the initials 'JG' followed by a flourish.

25. **New Business**--Police Chief Wade Lamb requested to hire reserve office Jeff Woods as part time help. Mayor Jerome Gnatek made the motion to hire Jeff Woods as part time officer. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Vice Mayor David Rexwinkle, and Mayor Jereome Gnatek.

Maintenance Superintendent Steve Soules shared with the council he would like to apply for an OMAG grant for safety equipment.

**26. Reports from the Departments:**

**Report from Jerome Gnatek, Mayor** --Reported there would be a FEMA meeting in Nowata on November 13. He would like the town to pay the 8 hour wages for city personnel who attend. Maintenance Department would like to send at least 3 employees. He also reported he had received an application for a REAP grant. He also reported the Robin Lamb Memorial Cook Off was a good event.

**Report from Wade Lamb, Chief of Police** --Reported he still had 2 cars in the shop. He also reported he had a new truck ordered and a Durango coming soon.

**Report from Jim Wilson, Fire Chief** --Absent. Steve Soules reported there was a class in McAlister that some had attended and the #42 fire truck was back from the shop.

**Report from Steven Soule, Superintendent for Maintenance Department**--Reported the update on water study was in the packet.

**Report from Jenifer Hanigan, Deputy Clerk** --Reported a letter had been sent to Kenneth Vest about being the town's safety coordinator, the grievance reply letter from the committee had been sent. New handbooks had been ordered to be available to view. The Fireworks donation account had received \$263.00 from the scrap metal being turned in. She had included the information on nepotism in the packet . The REAP Grant filed an extension for the SCADA building and a letter had been received to extend the time to 12/31/21. She would have Jessica Mansfield's pay with benefits at the next meeting if she was to go full time with the budgets.

**Report from Mitch Lakey, Emergency Manager** --Absent.

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

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

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

**The meeting concluded at 7:30 P.M.**

City Clerk/Treasurer:

