

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

City Hall -- 419 Willow
South Coffeyville, OK 74072

October 16, 2023

6:00 P.M.

1. The meeting was called to order by Mayor Aaron LeLaChœur.
2. The Pledge of Allegiance was led by Mayor Aaron LeLaChœur, and prayer was led by Wade Lamb.
3. Answering roll call was Dorothy Perkins, Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
4. Citizen Comments--None.
5. Jerome Gnatek made the motion to approve the minutes for the October 2, 2023 regular meeting and purchase orders for the Utility Fund, General Fund, Street & Alley, Fireman's Fund, and Meter Deposits Payable. Vice Mayor Sarah Key seconded the motion. Yes votes were made by Dorothy Perkins, Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
6. There were no consideration of items to be removed from the Consent Agenda.
7. Vice Mayor Sarah Key tabled the motion to act on the Mears Engineering Hydraulic Study. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur. It will be discussed again on the November 6, 2023 meeting after reviewing financials and talking with the bank.
8. Dorothy Perkins made the motion to remove Richard Garretson Jr. as signatory from the Police K9/Drug Prevention/Education Fund bank account. Mayor Aaron LeLaChœur seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
9. Vice Mayor Sarah Key made the motion to approve Jessica Mansfield as signatory on the Police K9/Drug Prevention/Education Fund bank account. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.



10. Dorothy Perkins made the motion to approve a building permit for 720 Willow for a garage. Vice Mayor Sarah Key seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
11. Jerome Gnatek made the motion to approve Resolution 2023-03 for Grant Approval on the Police Truck from the USDA. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
12. Jerome Gnatek made the motion to approve to remove the Fuel Adjustment Factor on PSO electric billing from the winter storm of 2021 for the town. Mayor Aaron LeLaChœur seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
13. Dorothy Perkins made the motion to approve to apply for the REAP Grant for the Town of South Coffeyville for the sewer. Vice Mayor Sarah Key seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
14. Vice Mayor Sarah Key made the motion to approve Resolution 2023-04 for the REAP Grant. Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
15. No action—Discuss, Review, or Act on surveying Broadway and Osage Street.
16. Vice Mayor Sarah Key made the motion to convene to Executive Session to discuss an employee of the Town pursuant to Title 25 O.S. Section 307 b(1). Dorothy Perkins seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
17. Dorothy Perkins made the motion to return to Regular Meeting. Kyle Lowrey seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur. Mayor's statement of executive session—Mayor Aaron LeLaChœur stated, We discussed pay increases for 2 employees effective October 16, 2023.
18. Mayor Aaron LeLaChœur made the motion to approve a pay increase for Jessica Mansfield at a rate of \$15.39/hour and Daniel Wilson at a rate of \$15.50/ hour. Vice Mayor Sarah Key seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.

19. New Business—None

20. Reports from the Departments:

Report from Wade Lamb, Chief of Police —Reported they raised \$1,980.00 from the Freedom Celebration Golf Tournament this past weekend.



Report from Jim Wilson, Fire Chief –Absent.

Report from Steven Soule, Maintenance & Office Superintendent –Reported they were working on getting the office digitized. Maintenance worked on 3 water leaks and 3 poles.

Report from Mitch Lakey, Emergency Manager –Absent.

Report from Aaron LeLaCheur, Mayor–Reported departments needed to get with the office to use the Visa card. Would like to have a department meeting and access billing information. The town had reapplied for the Winter Storm Grant.

21. Dorothy Perkins made the motion to adjourn. Jerome Gnatek seconded the motion. Yes votes were made by Dorothy Perkins, Kylie Lowrey Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaCheur.

The meeting concluded at 7:50 P.M.

City Clerk/Treasurer:

