

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

City Hall -- 419 Willow  
South Coffeyville, OK 74072  
February 05, 2024  
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 Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur. Dorothy Perkins was absent.
4. Citizen Comments—None
5. Jerome Gnatek made the motion to approve the minutes for the January 16, 2024 regular meeting and purchase orders for the Utility Fund, General Fund, Street & Alley, Fireman's Fund, and Meter Deposits Payable. Kyle Lowrey seconded the motion. Yes votes were made by 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. Aaron LeLaChœur made a motion to purchase Scott 45 Air bottles. Jerome Gnatek seconded the motion. Yes votes were made by Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
8. Aaron LeLaChœur made the motion to purchase 4 sets of structure bunker gear. Jerome Gnatek seconded the motion. Yes votes were made by Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
9. Vice Mayor Sarah Key made the motion to pay American Municipal Services. Jerome Gnatek seconded the motion. Yes votes were made by Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaChœur.
10. Line Item 10 was tabled—Discuss, Review, or Act on City Hall.



11. Vice Mayor Sarah Key made the motion to approve a building permit at 107 East Broadway. Kyle Lowrey seconded the motion. Yes votes were made by Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaCheur.
12. Vice Mayor Sarah Key made the motion to approve a manned gate at 4th and Osage for Star Pipe. Kyle Lowrey seconded the motion. Yes votes were made by Kyle Lowrey, Vice Mayor Sarah Key, and Mayor Aaron LeLaCheur. Sustained was made by Jerome Gnatek.
13. Vice Mayor Sarah Key made the motion to approve a building permit for 4th and Osage for Star Pipe. Kyle Lowrey seconded the motion. Yes votes were made by Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaCheur.
14. Council discussed that we were going to reach out to OML and see if they could help us get the Personal Policy manual updated and corrected.
15. Line item 15 was discussed, no action—Discuss, Review or Act on personal in the office on job titles.
16. Mayor Aaron LeLaCheur made the motion to move forward with the water project that Mears Engineering was provided with \$45,000.00 out of Utility and \$45,000.00 out of PWA in a total of \$90,000.00. Vice Mayor Sarah Key seconded the motion. Yes votes were made by Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaCheur.

**17. New Business—None**

**18. Reports from the Departments:**

**Report from Wade Lamb, Chief of Police** —Reported all cars are back and running. They are having a class on Digiticket and new printers.

**Report from Jim Wilson, Fire Chief** —Reported that the Fire Department had 26 calls this last month. That they took 42 to the shop to get the heater fixed, and that ISO would be in town on the 16th of this month.

**Report from Steven Soule, Maintenance & Office Superintendent** —No report.

**Report from Mitch Lakey, Emergency Manager** —Thanked the Cherokee Nation for the water that was donated, Roger Thomposon for the use of his equipment, Native American Fellowship, and City Maintenance for all their help with the water.

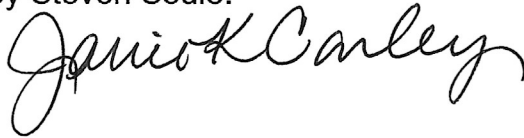
**Report from Aaron LeLaCheur, Mayor**—No report.

19. Vice Mayor Sarah Key made the motion to adjourn. Jerome Gnatek seconded the motion. Yes votes were made by Kyle Lowrey, Jerome Gnatek, Vice Mayor Sarah Key, and Mayor Aaron LeLaCheur.

**The meeting concluded at 6:57 P.M.**

Minutes were taken by Steven Soule.

City Clerk/Treasurer:

A handwritten signature in black ink, reading "Janice K. Carley". The signature is written in a cursive style with a large, stylized "J" and "C".