

TOWN OF INOLA  
AGENDA FOR REGULAR BOARD OF TRUSTEES  
AND  
INOLA PUBLIC WORKS AUTHORITY

DATE: FEBRUARY 28 2005  
TIME: 7:00 P.M.  
PLACE: Town Hall Meeting Room

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AGENDA  
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Meeting called to order by: Duane Helling

Roll Call:  
Dale Danker  
Larry Grigg  
Glennie Spurlock  
Cheryl Charles  
Duane Helling

Tommy Dyer Jr.  
Wilma Cargill  
Amy Smith

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Approval of previous meeting minutes as printed.

Communication from the floor/new business unknown 24 hours prior to meeting.

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**OTHER ITEMS**

Consideration and action to approve the correction of the name of the Franchisee from Charter Cable to Falcon Cable Media (Limited Partnership with d/b/a Charter Communications). Tabled

Consideration and action to approve and adopt Resolution R05-04 (to approve the Transfer of the Cable Franchise from Falcon Cable Media to Allegiance Communications, LLC).

Consideration and action to approve the Right of Way, Public Utility and Encroachment Agreement with Utility Cost Allocation STPY-166C(071), J/P 18887(04) *Table*  
Constr.,(07)R/W.(03) Imto;./ Rpgers Cpimtu, SH-88. Tabled

Consideration and action to adopt Resolution R0-03 (to execute a Right-of-Way, Public Utility and Encroachment Agreement in connection with the construction). Tabled

*Table*

Consideration and action to approve the share of cost the Town of Inola will have in moving the utilities for the Highway 88 Project (there is a small section of utilities on the town land). Tabled *Table*

Consideration and action to advertise for bids on a roof of the Town Hall Building in the Inola Independent and Claremore Progress. (Specs will be available at Town Hall).

Consideration and action to approve the finalized correct address for the Industrial Park and Westside Estate Addition I. Mm Tabled.

Acknowledgement of the filing of Agreement Guarantying Installation of Improvements and Letter of Credit in the amount of \$220,000.00 by developer of Westside Estates I.

Consideration and action to waive the town's percentage of fees for the building permit, electrical, plumbing and mechanical inspection fees for the First Baptist Church's building for a Clothes Closet.

Consideration and action to accept Belinda Strotheide,s resignation.

Consideration and action to get a quote/bid from Kenny Schwab to create a map for the entire corporate limits of the Town of Inola.mm

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**POLICE & FIRE**

Consideration and action to purchase a Chassis for the Inola Fire Department with grant monies. bp

Consideration and action to accept bids for a fire truck bed. bp

Consideration and action to advertise for a full time Inola Police Officer.

Discuss/review Police Procedures for filing a complaint. dd

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**STREET & PARK**

Discussion of street lights and traffic signs for recently annexed area of town (Carpenter Addition). dd

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**FINANCE & AUDIT  
EMERGENCY BUSINESS**

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**EXECUTIVE SESSION (Subject)**

Discussion and consideration of possible action concerning holding an Executive Session to discuss job performance/evaluation for the police officers for increase of salary.  
Title 25 O.S.Section 307 B1

Discussion and consideration of possible action holding an Executive Session to interview and hire a town administrator. Title 25 O.S.Section 307 B1



Motion to return to regular session at \_\_\_\_\_

Consideration and action to increase the rate of pay for Inola Police Officers.  
Tabled

Consideration and action to advertise for a Town Administrator.

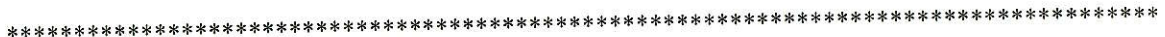
Motion to go into PWA.

Return from PWA.

Mayor's comment.

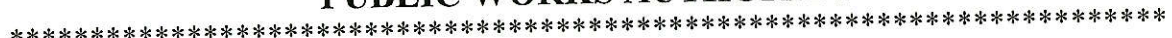


**CONSIDERATION AND ACTION TO APPROVE PURCHASE ORDERS AS INITIALED.**



Motion to adjourn.

**PUBLIC WORKS AUTHORITY**



**Roll Call:**

Dale Danker, Larry Grigg, Glennie Spurlock, Cheryl Charles and Duane Helling.

Approval of previous meeting minutes as printed.

Communications from Citizens/New business unknown 24 hours prior to meeting.

Discussion of inventory of tools owned by the PWA/town maintenance department.dd

Discussion of purchasing policy. dd

**CONSIDERATION AND ACTION TO APPROVE PURCHASE ORDERS AS INITIALED.**

Motion to return to regular session.

## TOWN OF INOLA

REGULAR MEETING

February 28, 2005

The Inola Town Board of Trustees met in regular session at 7:00 p.m. Monday February 28, 2005 in the Town Hall Meeting Room. Mayor Helling called the meeting to order and answering to roll call were Dale Danker, Larry Grigg, Glennie Spurlock, Cheryl Charles and Duane Helling. Also present were Attorney Tommy Dyer Jr., Clerk Wilma Cargill and Treasurer Amy Smith.

Cheryl made a motion to approve the previous meeting minutes (2-14-05) 2<sup>nd</sup> by Duane. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

In new business Dale asked the form of government the Town of Inola is. He was advised Statutory Council Form of Government.

Duane made a motion to approve the correction of the name of the Franchisee from Charter Cable to Falcon Cable Media (Limited Partnership with d/b/a Charter Communications) 2<sup>nd</sup> by Dale. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Duane made a motion to approve and adopt Resolution R05-04 (to approve the Transfer of the Cable Franchise from Falcon Cable Media to Allegiance Communications, LLC) 2<sup>nd</sup> by Larry. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Michael Martin from the Inola Planning Commission was present with the finalized correct address for the Industrial Park and Westside Estates I. They would like to have a dedication of the streets in the Industrial Park since it has been turned over to the town. Mike will give a form to the clerk of numbers given out. They are trying to make the numbers more unified.

Duane made a motion to approve the finalized correct address for the Industrial Park and Westside Estate Addition 2<sup>nd</sup> by Dale. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Attorney Dyer Jr. advised the board that the Developer has provided the town and Kenny Schwab letter of credit and the agreement.

Acknowledgement of the filing of Agreement Guarantying Installation of Improvements and Letter of Credit in the amount of \$220,000.00 by Developer of Westside Estates I.

The mayor advised the town normally in previous years waive the fees for schools and churches, that is how Larry and Glennie understood the matter. Cheryl had no problem and Dale was concerned on the money figures but it wasn't a problem. The inspectors sometimes will lower their fees. The First Baptist is building a clothes closet and it will have a room for visiting ministers to stay if necessary. Michael advised the zoning was appropriate for this situation.

Cheryl made a motion to waive the town's percentage of fees for the building permit, electrical, plumbing and mechanical inspection fees for the First Baptist Church's building for a Clothes Closet 2<sup>nd</sup> by Duane. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

All board members already received Belinda Strotheide's resignation.

Duane made a motion to accept Belinda Strotheide's resignation 2<sup>nd</sup> by Cheryl. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Michael advised the board he would like to call several firms to get some quotes/bids to create a map for the entire town limits in order to keep track of numbers that are issued. The town doesn't have a real accurate map of streets or a map showing all of the Corporate Limits of the Town of Inola.

Duane made a motion for Michael Martin to get quotes from several firms and Kenny Schwab to create a map for the entire corporate limits of the Town of Inola 2<sup>nd</sup> by Dale. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

The Inola Fire Department hasn't received the grant money as of today.

Duane made a motion to purchase a Chassis for the Inola Fire Department with grant monies not to exceed the grant money once it is received 2<sup>nd</sup> by Cheryl. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Duane made a motion to accept the bid for the fire truck bed in the amount of \$6,410.00 to come out of the fire department account 2<sup>nd</sup> by Dale. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Consideration and action to approve the Right of Way, Public Utility and Encroachment Agreement with Utility Cost Allocation STPY-166C(071),J/P 18887(04) Constr.,(07)R./W.(03) Imto;./Rpgers Cpimtu, SH-88. Tabled

Consideration and action to adopt Resolution R0-03 (to execute a Right-of-Way, Public Utility and Encroachment Agreement in connection with the construction). Tabled

Consideration and action to approve the share of cost the Town of Inola will have in moving the utilities for the Highway 88 Project (there is a small section of utilities on the town land). Tabled

Cheryl had Sam McGill, a roofer from Chelsea to give an estimate on the roof, to repair the existing damages \$225.00 and the roof should last a couple of years, to recover existing roof with 30 year Timberline shingles and repair damages of a cost of \$4,097.00.

There was no action on advertising bids for the Inola City Building roof.

Duane made a motion to advertise for a full time Inola Police Officer in the Inola Independent, Claremore Progress and OML with pay rate to be determined upon qualifications and experience 2<sup>nd</sup> Dale. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Dale wanted to know the police procedures on a complaint, a citizen advised him the complaints had to be turned into an officer. Les stated a complaint needs to be made in writing and sealed in an envelope, the state has a guaranty law that tells you step by step. It was suggested that when the citizens are giving a complaint form they should also be given the procedures.

Dale stated he visited the City Attorney in Carpenter Addition and it was very dark and there were no stop signs. There is an ordinance that will have to be amended on the stop signs. Les advised they had locations already. Duane asked Dale if he would check for existing poles in that area that street lights could be installed. Dale will check on the lights and sign locations. Capreter and Cedar Ridge will have the opportunity to come to a public meeting concerning the installation of lights. Gary advised some of the citizens were opposed to lights in the area.

Duane made a motion to go into Executive Session at 7:42 p.m. to discuss job performance/evaluation for the police officers for increase of salary 2<sup>nd</sup> by Dale. Voting yes Dale, Larry, Glennie, Cheryl and Duane. A/A

Duane made a motion to return to regular session at 10:52 p.m. 2<sup>nd</sup> by Glennie. Voting Yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Duane made a motion out of the three police officers to re-evaluate the Police Chief Les Wilmott in three months, re-evaluate Cody Childers in three months and give Jim Combs a 5% rate increase effective March 1, 2005 2<sup>nd</sup> by Glennie. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

There was no action on discussion and consideration of possible action holding an Executive Session to interview and hire a town administrator.

There was no action to advertise for a Town Administrator.

Duane made a motion to go into PWA at 10:58 p.m. 2<sup>nd</sup> by Cheryl. Voting yes were Dale, Larry, Glennie, Cheryl and Duane-----back in regular session at 11:06 p.m.

Duane made a motion to approve purchase orders as initialed 2<sup>nd</sup> by Cheryl. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

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Duane made a motion to adjourn at 11:07 p.m. 2<sup>nd</sup> by Larry. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Agenda items out of order.

Meeting in adjournment:

  
Wilma Cargill

  
Duane Helling  
Mayor

## INOLA PUBLIC WORKS AUTHORITY

REGULAR MEETING

February 28, 2005

The Inola Public Works Authority met in regular session Monday evening February 28, 2005 at 10:58 p.m. in the Town Hall Meeting Room. Chairman Helling called the meeting to order and answering to roll call were Dale Danker, Larry Grigg, Glennie Spurlock, Cheryl Charles and Duane Helling. Also present were Attorney Tommy Dyer Jr and Clerk Wilma Cargill. Amy Smith was absent.

Duane made a motion to approve the previous meeting minutes as printed 2<sup>nd</sup> by Larry. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

There was no new business.

Dale advised he would like to have an inventory of all of the maintenance tools and maybe have a serial number put on them in order to keep better control of the town's tools and equipment. He was advised there is an inventory list. Duane will have Gene update it.

Dale wanted to know the procedures on purchasing an item. He was advised that more expensive items would need to go before the board before purchasing. Dale advised one of the maintenance employees mentioned the need for a transit.

Cheryl made a motion to approve the purchase orders as initialed 2<sup>nd</sup> by Duane. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

PO number 6067 was approved at this time.

Duane made a motion to return to regular session at 11:06 p.m. 2<sup>nd</sup> by Cheryl. Voting yes were Dale, Larry, Glennie, Cheryl and Duane. A/A

Meeting in adjournment:

Wilma Cargill  
Billing Clerk

Duane Helling  
Mayor