

TOWN OF INOLA
AGENDA FOR REGULAR BOARD OF TRUSTEES
INOLA PUBLIC WORKS AUTHORITY
INOLA INDUSTRIAL DEVELOPMENT AUTHORITY

Date: February 23, 2009
Time: 7.00 P.M.
Place: Town Hall Meeting Room
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The Agenda for said meeting is as follows:

AGENDA

Members to be present:
Cheryl Charles
Trent Bynum
Larry Grigg ~
Shane McNichol
Vacant

Wilma Cargill
Glennie Spurlock
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Approval of previous meeting minutes as printed

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

OTHER ITEMS

Consideration and action to appoint two (2) vacant seats on Inola Planning Commission.

Discussion of animal control. Pj Tabled

Consideration and action to declare fence/pins as surplus items.

Discussion of animal control enforcement. GB

Librarian's report.

Consideration and action to increase the rate of Gail Oquin from \$8.09 to \$8.30 rate per hour as part-time librarian assistant.

Consideration and action to pay Dorothy Turner \$8.30 per hour as back up librarian.

Consideration and action to add an Accident Reporting Policy for town employees. CC

Consideration and action to approve revised Policy and Procedure Handbook for Employees of the Town of Inola and Inola Public Works Authority.

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POLICE & FIRE
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Police Chief's report.

Consideration and action to approve emergency equipment for new police vehicles. Bc
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Police & Fire cont'd.

Consideration and action to hire Sarah Underwood for dispatching part-time.

Consideration and action to have truck payment and utilities bills for the Inola Fire Volunteer Fire Department paid out of the Public Works Authority Account. Bg

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STREET, PARK & CEMETERY
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EXECUTIVE SESSION (Subject)

Discussion, Consideration and action concerning holding an Executive Session to review the job performance and to discuss possible discipline, suspension or termination of maintenance employees Rick Elrod and/or Wes Cooksey. 25 O.S. Section 307 (B)(1).

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Motion to return to regular session.

Consideration and action to discipline, suspend or terminate employment of maintenance employee Rick Elrod.

Consideration and action to discipline, suspend or terminate employment of maintenance employee Wes Cooksey.

FINANCE & AUDIT

Approval of treasurer's report. Tabled

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Motion to go into PWA.

Return from PWA.

Mayor's comments.

APPROVAL OF CLAIMS AS INITIALED

Adjournment:

**INOLA PUBLIC W
WORKS AUTHORITY**

Date: February 23, 2009

Roll Call:
Vacant
Shane McNichol
Larry Grigg
Trent Bynum
Cheryl Charles.

Wilma Cargill
Glennie Spurlock

Approval of previous meeting minutes as printed.

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

.Consideration and action to adjust water bill at 120 C St SE #5.

Discussion of amending policies for billing procedures for water, sewer and trash.

Discussion and possible action of logo for PWA vehicles (size peel and stick decals) Cc

Consideration and action to approve revised Policy and Procedure Handbook for the employees of the Town of Inola and Public Works Authority . CC

APPROVAL OF CLAIMS AS INITIALED

Motion to return to regular session.

TOWN OF INOLA

Regular Meeting

February 23, 2009

The Inola Town Board of Trustees met in regular session February 23, 2009 Monday evening at 7:00 p.m. in the Inola Town Hall Meeting Room. Mayor Charles called the meeting to order and answering to roll call were Trent Bynum, Larry Grigg and Cheryl Charles. One seat vacant, Shane McNichol was absent. Also present were Clerk Wilma Cargill and Treasurer Glennie Spurlock.

Cheryl made a motion to approve the minutes of January 26, 2009 2nd by Trent. Voting yes were Trent, Larry and Cheryl. A/A

There was no quorum for February 9, 2009.

In new business Jay Metzger was present to give an update on the IPC. They haven't received any paper work from previous Chairman Mr Martin, the clerk hasn't either. They are going to try to get together Thursday evening, since Eric Rawding is a fireman it is difficult for him to always attend the meeting. RCIDA needs addresses for their building so they can move forward.

Consideration and action to appoint two (2) vacant seats to the Inola Planning Commission Table

Patrice Jones with IVAR was present to give an update on a meeting with Trent, Larry, Greg and Ricky in early January 09. She gave everyone copies of her recommendations to the town for the board to look over and approve at the next meeting.

Cheryl made a motion to declare dog pens and fence as surplus items 2nd by Trent. Voting yes Trent, Larry and Cheryl. A/A

Librarian's report attached.

After little discussion concerning an increase for Gail Oquin's increase in rate pay.

Cheryl made a motion to increase Gail Oquin's rate of pay from \$8.09 to \$8.30 per hour for part-time librarian assistant 2nd by Larry. Voting yes were Trent, Larry and Cheryl. A/A

Cheryl made a motion to pay Dorothy Turner \$8.30 per hour for part-time librarian 2nd by Larry. Voting yes were Trent, Larry and Cheryl. A/A

Cheryl made a motion to add to the Policy and Procedure Handbook an Accident Reporting Policy for town employees 2nd by Larry. Voting yes were Trent, Larry and Cheryl. A/A

Consideration and action to approve revised Policy and Procedure Handbook for Employees of the Town of Inola and Public Works Authority. Table

Police Chief's report attached.

Chief Brad advised there is nothing that can be salvage on the emergency equipment for the new police cars. A package deal is about \$1,596.00. He will try to get the stripping, cage and gun racks from donations.

Cheryl made a motion to approve the purchase of emergency equipment for new police cars not to exceed \$4,000.00 2nd by Trent. Voting yes were Trent, Larry and Cheryl.

A/A

Sarah Underwood has been training to replace Tara while she is on maternity leave. Also Tina is busy with tax season and Jim Probert is on call sometimes.

Cheryl made a motion to hire Sarah Underwood as part-time dispatcher at the rate of \$6.55 per hour 2nd by Larry. Voting yes were Trent, Larry and Cheryl. A/A

The board discussed given an additional \$1,000.00 to the Inola Fire Department from Public Works Authority Account for truck payment and utility bills per the financial advisor at Chief Grigg's request.

There was no action to have the truck payment and utility bills for the Inola Volunteer Fire Department paid out of Public Works Authority Account. This will be on the next agenda.

Cheryl made a motion to approve treasurer's report 2nd by Trent. Voting yes were Trent, Larry and Cheryl. A/A

Cheryl made a motion to go into PWA at 7:38 p.m. 2nd by Larry. Voting yes were Trent, Larry and Cheryl-----back in regular session at 7:42 p.m.

Cheryl made a motion to hold an Executive Session at 7:43 p.m. to review job performance and to discuss possible discipline, suspension or termination of maintenance employees Rick Elrod and Wes Cooksey 2nd by Trent. Voting yes were Trent, Larry and Cheryl. A/A

Cheryl made a motion to discipline maintenance employee Rick Elrod and place in his file 2nd by Trent. Voting yes were Trent, Larry and Cheryl. A/A

Cheryl made a motion to discipline maintenance employee Wes Cooksey and place in his file 2nd by Larry. Voting yes were Trent, Larry and Cheryl. A/A

Cheryl made a motion to approve purchase orders as initialed 2nd by Larry. Voting yes were Trent, Larry and Cheryl. A/A

No mayor's comments.

Cheryl made a motion to adjourn at 7:57 p.m. 2nd by Trent. Voting yes were Trent, Larry and Cheryl. A/A

Wilma Cargill
Town Clerk


Cheryl Charles
Mayor

INOLA PUBLIC WORKS AUTHORITY

Regular Meeting

February 23, 2009

The Inola Public Works Authority met in regular session Monday evening at 7:38 p.m. January 23, 2009 in the Inola Town Hall Meeting Room. Chairman Cheryl called the meeting to order and answering to roll call were Trent Bynum, Larry Grigg and Cheryl Charles. Also present were Town Clerk Wilma Cargill and PWA Clerk Glennie Spurlock. Shane McNichol was absent.

Cheryl made a motion to approve the previous meeting minutes as printed 2nd by Larry. Voting yes were Trent, Larry and Cheryl. A/A

Cheryl made a motion to adjust water bill incident for 120 C St SE #5 2nd by Trent. Voting yes were Trent, Larry and Cheryl. A/A

Discussion of amending policies for billing procedures for water, sewer and trash. Tabled

Discussion and possible action of logo for PWA vehicles (size peel and stick decals). No Action

Consideration and action to approve revised Policy and Procedure Handbook for the employees of the Town of Inola and Public Works Authority. Tabled

Cheryl made a motion to approve purchase order as initialed 2nd by Larry. Voting yes were Trent, Larry and Cheryl. A/A

Cheryl made a motion to return to regular session at 7:42pm 2nd by Trent. Voting yes were Trent, Larry, Cheryl. A/A

Meeting in adjournment:

Glennie Spurlock
PWA Clerk

Cheryl Charles
PWA Chairman