

5-21-04
3:40 p.m.

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

DATE: May 24, 2004
TIME: 7:00 P.M.
PLACE: Town Hall Meeting Room

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AGENDA

Meeting called to order by: Duane Helling

Roll Call:
Jeff Coleman
Larry Grigg
Glennie Spurlock
Cheryl Charles
Duane Helling

Tommy Dyer Jr.
Dale Runyan
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

Discussion and action on hiring Kolker & Kolker, Inc. as accountants to assist in the preparation of year end financial statements, including (but not limited to) the additional requirements as defined by GASB34.

Discussion and action on soliciting bids for audit for the fiscal year ending June 30, 2004.

Discussion of Inola Planning Commission and Westside Addition. mm

Consideration and action to schedule a public hearing to consider annexation of a tract of property located in the S 1/2 of the S 1/2 of the NW 1/4 of Section 33, Township 20 N, Range 17 East, lying South and East of the Southerly Right-of-way line of Highway #33 and the West 1/2 of the NE 1/4 of the SW 1/4 of Section 33, Township 20 N, Range 17 East (lying West of Carpenter Addition) and to approve Plan to provide appropriate services to the Town of Inola.

Consideration and action of appointment of 1 vacant seat on the Inola Planning Commission.

Discussion and action to discuss department protocols. cc
Tabled

Consideration and action regarding trailer houses located at 205 2nd Street SW.

POLICE & FIRE

Consideration and action to declare 97 Ford Crown Vic and list per attached as surplus items. lw

Consideration and action to advertise for sealed bids on the 1997 Ford Crown Vic. lw

STREET & PARK

Consideration and action to approve parking area at 2nd Street & A Street NE. gw

Consideration and action to approve speed bumps at Chelsea Park Apartments. Danielle (Greens)

FINANCE & AUDIT

EMERGENCY BUSINESS

EXECUTIVE SESSION (Subject)

Motion to go into PWA.

Return from PWA.

Mayor's comments:

MOTION TO APPROVE PUCHASE ORDERS AS INITIALED

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Motion to adjourn.

PUBLIC WORKS AUTHORITY

Roll Call:

Jeff Coleman, Larry Grigg, Glennie Spurlock, Cheryl Charles & Duane Helling.

Approval of previous meeting minutes as printed.

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

Discussion and action on hiring Kolker & Kolker, Inc. as accountants to assist in the preparation of year end financial statements, including (but not limited to) the additional requirements as defined by GASB 34.

Discussion and action on soliciting bids for audit for the fiscal year ending June 30, 2004

MOTION TO APPROVE PURCHASE ORDERS AS INITIALED

Motion to return to regular session.

TOWN OF INOLA

REGULAR MEETING

May 24, 2004

The Inola Town Board of Trustees met in regular session Monday evening at 7:00 p.m. May 24, 2004 in the Inola Town Hall Meeting Room. Mayor Helling called the meeting to order and answering to roll call were Jeff Coleman, Larry Grigg, Glennie Spurlock, Cheryl Charles and Duane Helling. Also present City Attorney, Tommy Dyer Jr., Administrator, Dale Runyan, Clerk, Wilma Cargill and Treasurer, Amy Smith.

Duane made a motion to approve the previous minutes of 5-10-04 as printed 2nd by Cheryl. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/A

Les advised in new business three young men from Inola Public School were presented with awards and prize money. The first award to Zack Elseman with a \$300. check, the second award to Ryan Roush for \$200.00 and third award to Ross Ordender with a \$100.00 check. Also Charlene Harrell was present to correct the date on the Saint Jude's run, which will be June 25th for the closing of the streets.

Jeff Kolker, town auditor was present with a proposal with two changes that effect services that outside auditor has been performing. He advised the board that in order for him to do the accounting and financial statements the town would need to appoint another auditor. In answer to some members concern as to how often he would check the financial statements Jeff, depending on his schedule.

Duane made a motion to hire Kolker & Kolker, Inc. as accountants to assist in the preparation of year end financial statements, including (but not limited to) the additional requirements as defined by GASB34 2nd by Jeff. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/a

Jeff Kolker prepared a list of auditing firms to send out bids/specs to solicit quotes.

Duane made a motion to have Dale solicit sealed bids for audit for the fiscal year ending June 30, 2004 2nd by Jeff. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/A

Duane made a motion to go into PWA at 7:08 p.m. 2nd by Cheryl. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane-----back in regular session at 7: 11 p.m.

Michael Martin, Chairman of the Inola Planning discussed briefly some concerns on the Westside Addition since three members are new and one seat is vacant. He stated a special meeting scheduled for Thursday, May 27th at 7:00 p.m.

The legal described below in the motion was discussed to set a public hearing to be annexed with the approval of the board. There is an area by 412 that sold in a Marshall sale, and is being considered for a Mobil home park.

Page 2-May 24, 2004

Duane made a motion to schedule a public hearing for June 14, 2004 at 7:00 p.m. to consider annexation of a tract of property located in the S ½ of the S ½ of the NW ¼ of Section 33, Township 20 N, Range 17 East, lying South and East of the Southerly Right-of-way line of Highway #33 and West ½ of the NE ¼ of Section 33, Township 20 N, Range 17 East (lying West of Carpenter Addition) and to approve Plan to provide appropriate services to the Town of Inola 2nd by Cheryl. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/A

Consideration and action to appoint one vacant seat on the Inola Planning Commission was tabled.

Discussion and action to discuss department protocols was tabled.

There have been numerous complaints on the property located at 205 SW 2nd Street with a trailer park with abandon trailers with overgrown weeds and grass. The chief tried with no success on the normal procedures.

Duane made a motion to direct City Attorney Tommy Dyer Jr. to write a demand letter to clean up the property 2nd by Larry. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/A

Duane made a motion to declare 97 Ford Crown Vic and list per attached as surplus items 2nd by Glennie. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/A

Duane made a motion to advertise for sealed bids on the 1997 Ford Crown Vic with a minimum bid of \$1,000.00 2nd by Glennie. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/A

There was no action to approve parking area at 2nd Street & A Street NE. The attorney advised there is concerns about the city giving away city property, the owner of property next to the un-open street would need to vacate the street on their own. The item would be placed on the agenda for approval by the board.

Danielle, manger of Chelsea Park Apartments was present to request speed bumps be put on the street by the apartments by the town. There was no action on this matter.

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

Duane made a motion to adjourn at 7:33 p.m. 2nd by Larry. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/A

Agenda items out of order.


Wilma Cargill, Town Clerk


Duane Helling, Mayor

INOLA PUBLIC WORKS AUTHORITY

Regular Meeting

May 24, 2004

The Inola Public Works Authority met in regular session Monday evening at 7:08 p.m. May 24, 2004 in the Inola Town Hall Meeting Room. Chairman Helling called the meeting to order and answering to roll call were Jeff Coleman, Larry Grigg, Glennie Spurlock, Cheryl Charles, and Duane Helling. Also present were Attorney Tommy R. Dyer, Jr., Administrator Dale Runyan, Town Clerk Wilma Cargill and PWA Clerk Amy Smith.

Duane made a motion to approve the minutes of May 10, 2004 2nd by Cheryl. Voting yes were Jeff, Larry, Glennie, Cheryl and Duane. A/A

There was no new business.

Duane made motion to hire Kolker & Kolker, Inc. as accountants to assist in the preparation of year end financial statements, including (but not limited to) the additional requirements as defined by GASB34 2nd by Cheryl. Voting yes were Jeff, Larry, Glennie, Cheryl, and Duane. A/A

Duane made motion for Dale to solicit bids for audit for fiscal year ending June 30, 2004 per listing 2nd by Larry. Voting yes were Jeff, Larry, Glennie, Cheryl, and Duane. A/A

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

Duane made a motion to return to regular session at 7:11 p.m. 2nd by Cheryl. Voting yes were Jeff, Larry, Glennie, Cheryl, and Duane. A/A

PWA session in adjournment:

Amy Smith
PWA Clerk

Duane Helling
PWA Chairman