

Town of Inola Regular Board of Trustees Meeting  
March 9, 2015

The Inola Town Board of Trustees met in regular session Monday evening, March 9, 2015 at 7:00 p.m. in the Inola Town Hall Meeting Room. Mayor Cheryl Charles called the meeting to order and requested that roll be called by the town clerk. Answering to roll call were James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles. The Town Clerk, Vickie Johnson, the Town Treasurer, Glennie Spurlock, and the Town Administrator, Deb Williamson were also in attendance.

Mayor Charles acknowledged the notice of the meeting was posted outside the door at the Inola Town Hall on Friday, March 6, 2015 at 2:30 p.m.

Mayor Charles made a motion to approve the minutes for the Town of Inola Regular Board Meeting on February 23, 2015 with the a correction of a typographical error on RCB's bid – the minutes reflected \$50,00 which was an omission of a zero. This motion was seconded by James Kilpatrick. The minutes stand corrected as \$50,000. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

There were no communications from the floor or new business unknown prior to the meeting.

Other Items –

Mayor Charles made a motion to hold a public hearing for the purpose of receiving public comments on future community development needs within the Town of Inola in relation to developing and approving a community development project to be submitted to the Oklahoma Department of Commerce (ODOC) for funding consideration under the FY2015 Community Development Block Grant (CDBG) Program. This motion was second by Darlene Shear. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

At 7:10 p.m., Mayor Charles acknowledged that prior notice of the Public Hearing to receive public comments and input on a grant application for the FY2015 Community Development Block Grant (CDBG) Program was given by advance notice to the clerk and the posting of an agenda outside the door of the Inola Town Hall, the Inola Public Library, and the Inola Police Department on Monday March 2, 2015 at 1:15 p.m.

Mayor Charles made a motion to discuss the FY2015 Community Development Block Grant (CDBG) Application to the Oklahoma Department of Commerce (ODOC). This motion was seconded by Darlene Shear. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles made a motion for the adoption of the FY2015 Community Development Block Grant (CDBG) Citizen Participation for the Town of Inola. This motion was seconded by James Kilpatrick. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

After listening to the Town Administrator's project suggestion of water/waste water and council discussion, Mayor Charles made a motion for water/waste water (sewer) to be the project for the FY2015 Community Development Block Grant (CDBG) with no match. This motion was seconded by Darlene Shear. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles made a motion for the adoption of **Resolution 15-02** requesting assistance from the Oklahoma Department of Commerce (ODOC) for the FY2015 Community Development Block Grant (CDBG) Program. This motion was seconded by Larry Grigg. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles made a motion to authorize the mayor to sign the application documents for the FY2015 Community Development Block Grant (CDBG) application to the Oklahoma Department of Commerce (ODOC). This motion was seconded by James Kilpatrick. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

At 7:15 p.m., Mayor Charles made a motion to return to regular session. This motion was seconded by Darlene Shear. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles made a motion to approve attendance of required classes to maintain Level III Library Certification for Claudia Plett. This motion was seconded by James Kilpatrick. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

No action was taken in regard to the submission and nomination by March 16, 2015 for the two for the two (2) positions on the Board of Trustees of the Oklahoma Municipal Assurance Group.

After listening to a presentation by Police Chief Brad Craig in regard to the possibility of building a new town hall complex, Mayor Charles made a motion to begin developing a plan to build a new town hall. This motion was seconded by James Kilpatrick. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles made a motion to appoint Kathy Daily and John Conwell to the library board for three year terms ending April 30, 2017. This motion was seconded by James Kilpatrick. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles opened sealed financing bids from RCB and BancFirst to purchase a new police car. RCB's bid was 60 months at 2.25% interest with a monthly payment of \$568.80 and BancFirst's bid was 3.00% for 60 months with a monthly payment of approximately \$575. After reviewing the bids, Mayor Charles made a motion to purchase a new vehicle not to exceed \$32,000 with 2.25% financing at RCB. This motion was seconded by Darlene Shear. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles acknowledged an Automatic Aid Agreement between Tiawah Fire Department, Inc. and Inola Fire Department.

Mayor Charles made a motion to approve **Resolution 15-03** authorizing the execution of an equipment lease/option to purchase a fire truck with BancFirst. This motion was seconded by Darlene Shear. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles made a motion to approve an equipment lease/option to purchase a fire truck with BancFirst and the payment of a down payment in the amount of \$50,000. This motion was seconded by James Kilpatrick. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Street, Park, and Cemetery  
-No agenda items-

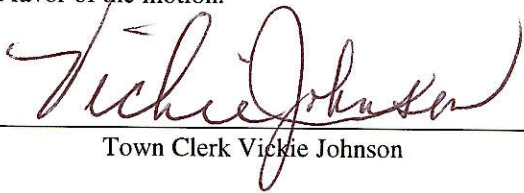
Finance and Audit  
-No Agenda Items.

Mayor Charles made a motion to enter into PWA at 7:34 p.m. This motion was seconded by James Kilpatrick. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

The Town Trustees returned from PWA to the regular council meeting at 7:37 p.m.

Council Member Kilpatrick made a motion to approve all purchase orders as initialed. This motion was seconded by Darlene Shear. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.

Mayor Charles made a motion to adjourn the meeting at 7:39 p.m. This motion was seconded by James Kilpatrick. James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg, and Cheryl Charles voted in favor of the motion.



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Town Clerk Vickie Johnson



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Mayor Cheryl Charles

# TOWN OF INOLA

## AGENDA FOR REGULAR BOARD OF TRUSTEES

And

## INOLA PUBLIC WORKS AUTHORITY

Date: Mar 09, 2015

Place: Town Hall Meeting Room

Time: 7:00 p.m.

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The Agenda for said meeting is as follows:

### **AGENDA**

Members to be present:

Cheryl Charles

Larry Grigg

Dale Runyan

Darlene Shear

James Kilpatrick

Deb Williamson

Glennie Spurlock

Vickie Johnson

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Acknowledgement that prior notice of this meeting was given by advance notice to the clerk and the posting of an agenda outside the door at town hall on Friday Mar 06<sup>th</sup>, 2015 at 2:30 pm.  
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**Approval of previous meeting minutes as printed.**  
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- Communications from the floor/new business unknown 24 hours prior to the meeting.

### **OTHER ITEMS**

- Discussion, consideration and action to hold a Public Hearing for the purpose of receiving public comments on future community development needs within the Town of Inola relating to developing and approving a community development project to be submitted to the Oklahoma Department of Commerce for funding consideration under the FY 2015 Community Development Block Grant Program application.  
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Acknowledgement that prior notice of Public Hearing to receive public comments and input on a grant application for the FY 2015 Community Development Block Grant Program was given by advance notice to the clerk and the posting of an agenda outside the door at Inola Town hall, the Inola Public Library and The Inola Police Department on Monday March 2nd, 2015 at 1:00 pm.  
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- **Public hearing** and discussion, consideration and action to discuss FY 2015 CDBG (Community Development Block Grant) application to the Oklahoma Department of Commerce.
- Discussion, consideration and action regarding Adoption of 2015 CDBG (Community Development Block Grant) Citizens Participation Plan for the Town of Inola
- Discussion, consideration and action regarding Selection of a project for the FY 2015 CDBG Program
- Discussion, consideration and action regarding Adoption of Resolution 15-02 requesting assistance from the Oklahoma Department of Commerce (ODOC) for the FY 2015 CDBG Program
- Discussion, consideration and action regarding Authorizing the Mayor to sign the application documents for the FY 2015 CDBG grant application to ODOC.
- **Motion to return to regular session**

- Discussion, consideration and action regarding Employee Education Pre-Approval request for upcoming classes required to maintain Level III Certification for Claudia Plett.
- Discussion, consideration and action regarding the Mayor signing and submitting nominations by March 16, 2015 for the two (2) positions on the Board of Trustees of the Oklahoma Municipal Assurance Group up for election to three-year terms commencing on July 1, 2015.
- Discussion, consideration and action regarding developing a plan to build new City Hall Complex.
- Discussion, consideration and action to appoint Directors to serve on the Library Board:
  - ❖ Kathy Daily – 3 year Term ending 4.30.17
  - ❖ John Conwell – 3 year Term ending 4.30.17

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**POLICE & FIRE**

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- Discussion, consideration and action in regards to purchasing a new police vehicle. Bc
- Acknowledgment of Automatic Aid Agreement between Tiawah Fire Department, Inc. and Inola Fire Department. Ra
- Discussion, consideration and action to approve Resolution 15-03 authorizing execution of equipment lease/option to purchase fire truck with BancFirst.
- Discussion, consideration and action to approve equipment lease/option to purchase fire truck with BancFirst and payment of down payment.

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**STREET, PARK & CEMETERY**

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**FINANCE & AUDIT**

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Motion to go into PWA.

Return from PWA.

**Mayor's comments** The Town would like to express our thanks to Jolene Willis and Allen Owen for their 6 years and 17 years of service respectively and wish them well in their new endeavors following the closing of our local dispatch service.

Presentation of the Rogers County Election Board Certificates of Election to James Kilpatrick, Darlene Shear and Vickie Johnson.

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**APPROVAL OF PURCHASE ORDERS AS INITIALED**

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Motion to Adjourn:

**PUBLIC WORKS AUTHORITY**

Date: Mar 09, 2015

- Roll Call:
- Cheryl Charles
  - Larry Grigg
  - Dale Runyan
  - Darlene Shear
  - James Kilpatrick

Deb Williamson

Glennie Spurlock  
Vickie Johnson

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Approval of previous meeting minutes as printed.

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- Communications from the floor/new business unknown 24 hours prior to the meeting.
- Discussion, consideration and action regarding recommendation for hire of Maintenance Worker.

### APPROVAL OF PURCHASE ORDERS AS INITIALED

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Motion to return to regular session

# INOLA PUBLIC WORKS AUTHORITY

Regular Meeting

March 09, 2015

The Inola Public Works Authority met in Regular Session Monday evening at 7:34 p.m. in the Inola Town Hall Meeting Room March 09, 2015. Mayor Cheryl called the meeting to order and answering to roll call were James Kilpatrick, Darlene Shear, Dale Runyan, Larry Grigg and Cheryl Charles. Also present was PWA Clerk Glennie Spurlock, and Clerk Vickie Johnson.


Larry made a motion to approve the previous meeting minutes as printed (2-23-2015) 2<sup>nd</sup> by Dale. Voting yes were James, Darlene, Dale, Larry and Cheryl. A/A

There were no communications from the floor/new business unknown 24 hours prior to the meeting.

Cheryl made a motion to hire a full time maintenance worker starting 3/10/15 at \$9.00 per hour 2<sup>nd</sup> by James. Voting yes were James, Darlene, Dale, Larry and Cheryl. A/A

James made a motion to approve claims as initialed 2<sup>nd</sup> by Darlene. Voting yes were James, Darlene, Dale, Larry and Cheryl. A/A

Cheryl made a motion to return to regular session at 7:37 P.M. 2<sup>nd</sup> by James. Voting yes were James, Darlene, Dale, Larry and Cheryl. A/A

  
Glennie Spurlock

PWA Clerk

  
Cheryl Charles

Cheryl Charles

PWA Chairman