

**Town of Inola Regular Board of Trustees Meeting
March 28, 2016**

The Inola Town Board of Trustees assembled at 7:00 p.m. on March 28, 2016 in the Inola Town Hall Meeting Room. Larry Grigg called the Town Trustee meeting to order and requested that roll be called by the Town Clerk. Answering to roll call were Dan Corle, Darlene Shear, Billy Wilson, James Kilpatrick, and Larry Grigg. The Town Clerk Vickie Johnson, Town Treasurer Glennie Spurlock, and Town Attorney Tommy Dyer Jr. were also in attendance.

Larry Grigg acknowledged the notice of the meeting was posted outside the door at the Inola Town Hall on Thursday, March 24, 2016 at 4:00 p.m. by the Inola Town Clerk.

Billy Wilson made a motion to approve the minutes for the Town of Inola Special Council Meeting on March 21, 2016. This motion was seconded by Dan Corle. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Public Comments:

None

Other Items

Discussion, consideration, and action to select a vice-mayor.

Billy Wilson made a motion to select James Kilpatrick as vice-mayor. This motion was seconded by Darlene Shear. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Discussion, consideration, and action to add the Pledge of Allegiance to the agenda.

Billy Wilson made a motion to add the Pledge of Allegiance to the agenda starting with the next meeting. This motion was seconded by James Kilpatrick. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Discussion, consideration, and action to surplus Samsung CLX-4195FW, Serial Number Z9A1BJED4000B2M.

James Kilpatrick made a motion to surplus Samsung CLX-4195FW, Serial Number Z9A1BJED4000B2M. This motion was seconded by Billy Wilson. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Discussion, consideration, and action to surplus HP LaserJet Pro400 printer, Serial Number JPGFH06754.

James Kilpatrick made a motion to surplus HP LaserJet Pro400 printer, Serial Number JPGFH06754. This motion was seconded by Darlene Shear. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Discussion, consideration, and action to assign Billy Wilson the task of developing a Code of Conduct and Ethics for the Inola Town Council and Town of Inola Employees.

James Kilpatrick made a motion to assign Billy Wilson the task of developing a Code of Conduct and Ethics for the Inola Town Council and Town of Inola Employees. This motion was seconded by Darlene Shear. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Discussion consideration and action to assign Billy Wilson the task of developing job descriptions for the Town of Inola employees.

James Kilpatrick made a motion to assign Billy Wilson the task of developing job descriptions for the Town of Inola employees. This motion was seconded by Dan Corle. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Discussion, consideration, and action to assign Billy Wilson the task of revising the purchasing protocol for the Town of Inola.

James Kilpatrick made a motion to assign Billy Wilson the task of revising the purchasing protocol for the Town of Inola. This motion was seconded by Darlene Shear. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Update on land acquisition from the school.

A potential site for the new town hall has been flagged. The council discussed surveying the proposed property as one of the next steps.

STREET, PARK AND CEMETERY
POLICE AND FIRE
FINANCE AND AUDIT

Motion to go into PWA.

Larry Grigg made a motion to go into PWA at 7:20 pm. This motion was seconded by James Kilpatrick. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick – yes, and Larry Grigg - yes.

Return from PWA.

The council returned from PWA at 8:44 pm.

Approval of purchase orders as initialed.

James Kilpatrick made a motion to approve the purchase orders as initialed. This motion was seconded by Darlene Shear. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick - yes, and Larry Grigg - yes.

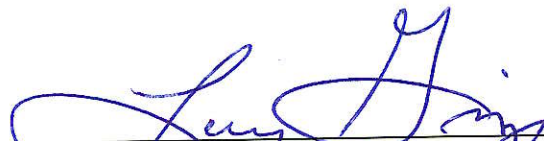
MAYOR'S COMMENTS:

Rogers County Trash-Off Days 2016 will be April 21 – April 23 from 8:00 – 4:00 at 17614 E 580 Road. Patrons with questions can contact Ron Burrows's Office at (918)341-2380.

Motion to adjourn:

Larry Grigg made a motion to adjourn at 8:46 pm. This motion was seconded by James Kilpatrick. The vote of the trustees was Dan Corle – yes, Darlene Shear - yes, Billy Wilson - yes, James Kilpatrick - yes, and Larry Grigg - yes.


Signature of the Town Clerk


Signature of the Mayor

**TOWN OF INOLA
AGENDA FOR REGULAR BOARD OF TRUSTEES
and
INOLA PUBLIC WORKS AUTHORITY**

Date: March 28, 2016

Place: Town Hall Meeting Room

Time: 7:00 p.m.

The Agenda for said meeting is as follows:

AGENDA

Members to be present:

Dan Corle

Darlene Shear

Billy Wilson

James Kilpatrick

Larry Grigg

Vickie Johnson

Glennie Spurlock

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Acknowledgement that the agenda was posted outside the door of Inola Town Hall on Thursday, March 24, 2016 at 4:00 p.m. by the Inola Town Clerk.

1. Approval of Special Meeting Minutes of Board of Trustees Meeting on March 21, 2016 as printed.
2. Public Comments

OTHER ITEMS

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3. Discussion, consideration, and action to select a vice-mayor. LG
 4. Discussion, consideration, and action to add the Pledge of Allegiance to the agenda. BW
 5. Discussion, consideration, and action to surplus Samsung CLX-4195FW, Serial Number Z9A1BJED4000B2M. GS
 6. Discussion, consideration, and action to surplus HP LaserJet Pro400 printer, Serial Number JPGFH06754. VJ
 7. Discussion, consideration, and action to assign Billy Wilson the task of developing a Code of Conduct and Ethics for the Inola Town Council and Town of Inola Employees. BW
 8. Discussion, consideration, and action to assign Billy Wilson the task of developing job descriptions for the Town of Inola Employees. BW
 9. Discussion, consideration, and action to assign Billy Wilson the task of revising the purchasing protocol for the Town of Inola. BW
 10. Update on land acquisition from the school. BC

STREET, PARK AND CEMETERY

POLICE AND FIRE

FINANCE AND AUDIT

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11. Motion to go into PWA.
 12. Return from PWA.
 13. Approval of purchase orders as initialed.

MAYOR'S COMMENTS

Rogers County Trash-Off Days 2016 will be April 21 – April 23 from 8:00 – 4:00 at 17614 E 589 Road. Patrons with questions can contact Ron Burrows's Office at (918)341-2380.

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14. Motion to adjourn.

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INOLA PUBLIC WORKS AUTHORITY
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Date: March 28, 2016

Place: Town Hall Meeting Room

Roll Call:

Dan Corle

Darlene Shear

Billy Wilson

James Kilpatrick

Larry Grigg

Vickie Johnson

Glennie Spurlock
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1. Approval of previous minutes as printed.
2. Public Comments

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EXECUTIVE SESSION (Subject)
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3. Discussion, consideration and action to hold an Executive Session to review the job performance and to discuss the employment and possible action regarding the employment of Jason Bannister, Maintenance Supervisor and Michael Farrier, Maintenance Employee. 25 O.S. Section 307 (B)(1).

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4. Motion to return to regular session.
 5. Consideration and action regarding performance review and possible action regarding the employment of Jason Bannister, Maintenance Supervisor.
 6. Consideration and action regarding performance review and possible action regarding the employment of Michael Farrier, Maintenance Employee.
 7. Discussion, consideration, and action to sale surplus scrap metal on the surplus trailer at Chupp's Auction. LG
 8. Discussion, consideration, and action to assign Billy Wilson the task of developing job descriptions for the Public Works Authority Employees. BW
 9. Discussion, consideration, and action to assign Billy Wilson the task of revising the purchasing protocol for the Public Works Authority. BW
 10. Approval of purchase orders as initialed.
 11. Motion to return to regular session.

INOLA PUBLIC WORKS AUTHORITY

Regular Meeting

March 28, 2016

The Inola Public Works Authority met in Regular Session Monday evening at 7:20 p.m. in the Inola Town Hall Meeting Room March 28. Mayor Larry Grigg called the meeting to order and answering to roll call were, Dan Corle, Darlene Shear, Billy Wilson, James Kilpatrick and Larry Grigg. Also present was PWA Clerk Glennie Spurlock, Clerk Vickie Johnson and Lawyer Tommy Dyer Jr..

Larry made a motion to approve the previous meeting minutes as printed (3-14-2016) 2nd by Darlene. Voting yes were Dan, Darlene, Billy, James and Larry.

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

Billy made a motion to go into Executive Session at 7:25pm to review the job performance and to discuss the employment and possible action regarding the employment of Jason Bannister, Maintenance Supervisor and Michael Farrier, Maintenance Employee 2nd by James. Voting yes were Dan, Darlene, Billy, James and Larry.

James made a motion to return to regular session at 8:42pm 2nd by Billy. No Action

Consideration and action regarding performance review and possible action regarding the employment of Jason Bannister, Maintenance Supervisor. No Action

Consideration and action regarding performance review and possible action regarding the employment of Michael Farrier, Maintenance Employee. No Action

Larry made a motion to sale surplus scrap metal on the surplus trailer at Chupp's Auction 2nd by Darlene. Voting yes were Dan, Darlene, Billy, James and Larry.

James made a motion to assign Billy Wilson the task of developing job descriptions for the Public Works Authority Employees 2nd by Darlene. Voting yes were Dan, Darlene, Billy, James and Larry.

James made a motion to assign Billy Wilson the task of revising the purchasing protocol for the Public Works Authority 2nd by Darlene. Voting yes were Dan, Darlene, Billy, James and Larry.

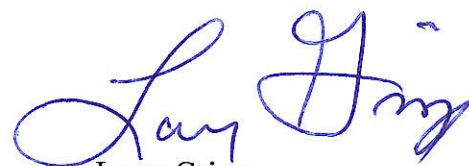
James made a motion to approve claims as initialed 2nd Darlene Voting yes were Dan, Darlene, Billy, James and Larry.

Larry made a motion to return to regular session at 8:44 P.M. 2nd by James. Voting yes were Dan, Darlene, Billy, James and Larry.



Glennie Spurlock

PWA Clerk



Larry Grigg

PWA Chairman