

# CITY OF OILTON | MEETING MINUTES

Approved  
March 10,  
2020

February 11, 2020 | 7:00 pm | City Hall Oilton, OK

Mayor, Steve Arnold	Present
Clerk, Abigail Parnell	Present
Attorney, Bryan K. Drummond	Absent

## Attendees:

Martha Graham, Zachariah Hollingsworth, Shannon Wilson, Brice Wilson, James Carver, Dustin Miles, Linda Bourn, Carl Stout

## 1. CALL TO ORDER/ROLL CALL/ESTABLISH QUORUM

### COUNCIL MEMBERS PRESENT

Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

### COUNCIL MEMBERS ABSENT

N/A

**QUORUM ESTABLISHED (6 OUT OF 8 MEMBERS PRESENT)**

## 2. DISCUSSION AND APPROVAL OF THE JANUARY 14, 2020 REGULAR MEETING MINUTES.

Tyler made a motion to approve the January 14, 2020 Regular meeting minutes. Bessie seconded.

### Vote

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MOTION APPROVED.**

## 3. DISCUSSION AND APPROVAL OF THE JANUARY 16, 2020 SPECIAL MEETING MINUTES.

Tyler made a motion to approve the January 16, 2020 Special meeting minutes. Jackie Seconded.

### Vote

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MOTION APPROVED.**

## 4. TREASURER'S REPORT

CPA Linda Bourn was present to give the Treasurer's report.

Linda provided the reconciled balances as of January 31, 2020.

She mentioned to the council that she attended a conference and brought back CDBG and REAP Grant information and gave it to the City Clerk.

Linda said she has been working on the 2018 and 2019 Audit Work papers and will be providing them to our Auditor so that the Audits can be completed by May 1<sup>st</sup> so that we can apply for grants.

Linda talked about her idea of instituting a "Fresh Start" at the end of FY2020 to help make sure future audits are smoother.

#### **5. DISCUSSION AND ACTION ON THE PURCHASE ORDERS AND CLAIMS.**

PO 12020081 – Jerry said that County hauled the gravel for free which cut our costs considerably. It cost around \$149 for 15 tons of gravel from Quapaw.

PO 12020089 – Personnel Concepts – Needs to be voided since we are able to access the Employment posters and print them online.

Jerry made a motion to approve all purchase orders and claims with the adjustment of Voiding PO 12020089. Bessie seconded the motion.

#### **Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell  
Nay -

**MOTION APPROVED.**

#### **6. DISCUSSION AND POSSIBLE ACTION ON GETTING A MONTHLY STATEMENT OF ALL INCOMING MONIES AND OUTGOING MONIES FROM ALL CITY DEPARTMENTS AS WELL AS A MONTHLY UPDATE ON THE BUDGET.**

Linda talked about the reports she will provide each month in the future. She will provide a Revenue and Expense Report excluding all transfers besides the 2% sales tax transfer in order to provide a true look at our revenue and expenses.

**DISCUSSED. NO ACTION.**

#### **7. PROPOSED EXECUTIVE SESSION TO DISCUSS MAKING HEALTH INSURANCE EFFECTIVE IMMEDIATELY FOR POLICE CHIEF CARL STOUT AND POLICE OFFICER JAMES CARVER AS AUTHORIZED BY OKLAHOMA STATE STATUTE TITLE 25 SECTION 307 B (1).**

Tyler made a motion to enter into executive session. Bessie seconded.

#### **Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell  
Nay -

**ENTERED INTO EXECUTIVE SESSION @ 7:30 P.M.**

Bessie made a motion to return to open session. Kenneth seconded.

**Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell  
Nay -

**RETURNED TO OPEN SESSION @ 7:34 P.M.**

**STATEMENT OF EXECUTIVE MINUTE:** "While in executive session the council members discussed making health insurance effective immediately for Police Chief Carl Stout and Police Officer James Carver as authorized by Oklahoma State Statute Title 25 Section 307 B (1). All council members present attended the executive session as well as the Mayor and the City Clerk. No other matters were discussed and no votes were taken."

**8. DISCUSSION AND VOTE TO MAKE HEALTH INSURANCE EFFECTIVE IMMEDIATELY FOR POLICE CHIEF CARL STOUT.**

Bessie made a motion to make health insurance effective immediately for Police Chief Carl Stout. Tyler Seconded.

**Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell  
Nay -

**MOTION APPROVED.**

**9. DISCUSSION AND VOTE TO MAKE HEALTH INSURANCE EFFECTIVE IMMEDIATELY FOR POLICE OFFICER JAMES CARVER.**

Bessie made a motion to make health insurance effective immediately for Police Officer James Carver. Tyler Seconded.

**Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell  
Nay -

**MOTION APPROVED.**

**10. UPDATE ON THE POLICE DEPARTMENT'S 2013 DODGE CHARGER.**

Officer Carver said that he rewired it and its running but it's going to need breaks and a few minor repairs.

Steve wanted to give a big thank you to Crown Auto. They essentially identified that part of the problem was due to something they had worked on prior and didn't charge us for that part.

**11. DISCUSSION AND VOTE TO AUTHORIZE THE MAYOR TO ENTER INTO THE 2020 SUMMER YOUTH PROGRAM WITH MUSKOGEE (CREEK) NATION.**

Steve said that he believed last year the Summer Youth Program wasn't funded due to the amount of flooding at the River spirit.

Muscogee Creek Nation pays the wages but there is no guarantee we will get any kids. Officer Carver stated that he had spoken with two families who are Creek Nation and may participate.

Tyler made a motion to authorize the Mayor to enter into the 2020 Summer Youth Program with Muskogee (Creek) Nation. Jackie seconded.

**Vote**

Aye – Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay –

**MOTION APPROVED.**

**12. DISCUSSION AND POSSIBLE ACTION ON ADDING 2 STOP SIGNS TO B AVENUE AT THE INTERSECTION OF B AVENUE AND FULTON STREET.**

Jackie said speeding through this intersection hasn't been a problem until the last few summers since more families have moved into the area. Since B is paved people tend to fly down it without paying much attention to the children playing around.

Brice said that they have 5 stop signs at the shop.

Jerry said he doesn't think it's going to stop the problem.

Tyler made a motion to add 2 stop signs to B Avenue at the intersection of B Avenue and Fulton Street. Bessie seconded.

**Vote**

Aye – Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay – Jerry Green (Abstain), Kenneth Graham

**MOTION APPROVED.**

**13. DISCUSSION AND ACTION TO ACCEPT DAVID SPEARS' APPLICATION FOR THE OILTON FIRE DEPARTMENT.**

Jerry suggested that this should be in executive session since it deals with personnel. Tyler said it hasn't been in executive session the last 4 years they've taken on new Volunteer Firefighters.

Dan Horrell asked if the council members had David's application in their packets. They did not as they had not been given to the City Clerk. He said that they are running a background check on David and he will be going through the standard 6 month probationary period.

Steve suggested tabling the item since the council didn't have the application to look at.

Dan said he could run down to the fire station and grab it if the council would like to see it.

Tyler said they've got 15 guys currently who all have fulltime jobs so it's hard sometimes. At the house fire last night only 6 guys were able to show up. David lives in town and would be a great asset to the fire department.

Dan said he's vetted David more than he usually does with other candidates. He's being showing up to meetings for the last month or so and helping out and has already completed 2 of the 3 online classes required.

Jerry asked about the guys that don't show up to calls or meetings.

Dan said that they've been doing pretty good with that lately. They are at 90 % training in skills required by the state and the 10% is only because Bryan McCool is in Iraq right now.

Jackie made a motion to accept David Spears' Application for the Oilton Fire Department pending a clean background check. Kenneth seconded.

**Vote**

Aye – Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay –

**MOTION APPROVED.**

**14. PROPOSED EXECUTIVE SESSION TO DISCUSS ENTERING INTO A POSSIBLE K-9 AGREEMENT WITH POLICE OFFICER JAMES CARVER AS AUTHORIZED BY OKLAHOMA STATE STATUTE TITLE 25 SECTION 307 B (1).**

Bessie made a motion to enter into executive session. Tyler seconded.

**Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**ENTERED INTO EXECUTIVE SESSION @ 8:00 P.M.**

Bessie made a motion to return to open session. Jimmy seconded.

**Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**RETURNED TO OPEN SESSION @ 8:20 P.M.**

**STATEMENT OF EXECUTIVE MINUTE:** "While in executive session the council members discussed entering into a possible K-9 agreement with Police Officer James Carver as authorized by Oklahoma State Statute Title 25 Section 307 B (1). All council members present attended the executive session as well as the Mayor and the Officer Carver. No other matters were discussed and no votes were taken."

**15. DISCUSSION AND VOTE TO ENTER INTO A K-9 AGREEMENT WITH POLICE OFFICER JAMES CARVER.**

Tyler made a motion to Table. Bessie seconded.

**Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay –

**ITEM TABLED**

**16. DISCUSSION AND VOTE TO APPROVE A RESOLUTION CALLING FOR A SPECIAL ELECTION TO FILL THE CITY TREASURER POSITION, WARD 3 COUNCIL POSITION AND WARD 4 COUNCIL POSITION.**

Abigail let the council know that items 16 and 17 were tabled at the last meeting and that is why they are on this agenda. However no action can be taken on either item as the deadline for filing for a special election has passed.

She said that she told the council about the deadline at the last meeting.

Bessie said she didn't remember being told about the deadline.

**NO ACTION**

**17. DISCUSSION AND VOTE TO APPROVE A RESOLUTION CALLING FOR A SPECIAL ELECTION TO FILL THE CITY TREASURER POSITION AND WARD 3 COUNCIL POSITION.**

Abigail let the council know that items 16 and 17 were tabled at the last meeting and that is why they are on this agenda. However no action can be taken on either item as the deadline for filing for a special election has passed.

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Bessie said she didn't remember being told about the deadline.

**NO ACTION**

**18. NEW BUSINESS**

**Business Unknown:** Steve said that K-9 Ali has heart worms and the City is going to get his treatment with OSU.

Jerry made a motion to authorize the Mayor and Officer Carver to communicate with OSU to seek treatment and cost for K-9 Ali. Bessie seconded.

**Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell  
Nay -

**MOTION APPROVED.**

**19. PUBLIC COMMENTS**

Shannon Wilson made a comment on Agenda Items #16 and #17. She said that it seems to come as a shock to some of the council members that the deadline to file for a special election had passed. "The council has shot themselves in the foot by letting the deadline pass. If one council member misses then you don't have quorum for OPWA and if two council members miss then you don't have quorum at all." She said she didn't know where the fault lies, if it's with Steve or someone else.

Dan Horrell wanted to let the council know that he had a meeting with ISO and they went through a case study to lower their insurance. They should be able to lower it or at least keep it the same. There will be another one at the end of the year with a possibility of lowering the insurance costs by 12% or more.

## **20. BOARD MEMBER COMMENTS**

Jerry praised the Fire Department for their fast action on last night's house fire.

Steve congratulated Simple Simon's Pizza on their Business of the Year Award from the Oilton Chamber of Commerce.

## **21. ADJOURNMENT**

Tyler made a motion to adjourn. Kenneth seconded.

### **Vote**

Aye - Kenneth Graham, Jerry Green, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MEETING ADJOURNED @ 8:29 PM**