**CITY OF** **SPENCER**

**Regular Joint City Council & Utility Authority Meeting**

**Thursday, May 16, 2019 at 7:00 p.m.**

Pursuant to legal notice required by the Oklahoma Open Meeting Act, including posting of an agenda as required by the terms, thereof, the Spencer City Council & Utility Authority met in regular session on May 16, 2019 at Spencer City Hall, located at 8200 NE 36th Street, Spencer, Oklahoma.

**Minutes**

**Item No.**

1. Meeting was called to order at 7:00p.m.
2. Roll Call and declaration that a quorum is present.

|  |  |  |
| --- | --- | --- |
|  | **Present** | **Absent** |
| Chairman/Mayor Calvin | X |  |
| Vice Chairman/Mayor Scanlan | X |  |
| Trustee/Council Member Talley | X |  |
| Trustee/Council Member Andrews | X |  |
| Trustee/Council Member Canaday | X |  |

**A quorum was declared and the meeting went forward.**

1. The Flag Salute by Mayor Calvin and Invocation by Trustee/Council Member Andrews.

1. Citizens desiring to be heard: Citizens desiring to be heard will be given three (3) minutes to speak on any item on the agenda. Citizens must have signed up by 12 Noon the Wednesday before the meeting in order to be recognized. Public Participation Resolution # 35-07-05.

**None**

**5. CONSENT DOCKET:** (individual items may be deleted from the Consent Docket under item #6).

5. CONSENT DOCKET: (individual items may be deleted from the Consent Docket under item #6). Assignment

5.1. Approval/Ratification of the Joint City Council & Utility Authority meeting minutes from April 18, 2019. (GG & UA)

5.2. Approval/Ratification of April 2019 bi-weekly Payroll and Accounts payables. (GG & UA)

**and Trustee/Council Member Talley motioned to approve the CONSENT DOCKET items 5.1 & 5.2. Trustee/Council Member Andrews in seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Andrews, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Trustee/Council Member Canaday Nays:**

6. Discussion on items to be removed from the Consent Document. (GO & UA)

**None**

**8. COUNCIL COMMITTEE UPDATES:**

8.1. Budget & Finance (Calvin & \_\_\_\_\_\_\_\_\_) (GG & UA)

* Hope to set the Budget review meetings and public meetings as soon as possible
* Will discuss upcoming fiscal year further later on in the meeting when 9.3 on the Business Agenda is presented.
* Reassignments of committee members will be taken care prior to the next meeting.

8.2. Public Safety (Talley &\_\_\_\_\_\_\_\_\_\_\_) (GG)

* No report.

8.3. Project Pride (Talley & Scanlan) (GG & UA)

* In discussion with OSU Extension and there is a possibility of some Grants available. Secure a nutrition program for seniors and children. The children meals will only be available for the summer but the seniors will be available throughout the year. Council Member Talley will be back in discussions with the coordinator next week and hope to have more information at the next council meeting.
* Vice Mayor Scanner shared that new flags we purchased as well as the ropes for the flags for the City office.
* The Chamber of Commerce luncheon was a success. County Commissioner Karrie Bloomberg of District 1 was the guest speaker.

8.4. Utilities (Scanlan & \_\_\_\_\_\_\_\_\_\_\_\_\_\_) (UA)

* Nothing out of the ordinary
* Same continuous repairs of city leaks.

**8. DEPARTMENT REPORTS:** Tab 2

8.1. Administration (GG & UA) – Interim City Manager

* No report

8.2. Fire Department (GG) - Fire Chief Dale Griffin

* Monthly report is in the Council packets
* Working on 2019-2020 Budget needs
* Chassis has arrived.
* Bed specs for the Brush truck are almost completed.

8.3. Police Department/Code Enforcement. (GG) – Chief Allen Lane

* Monthly stats is in the Council packets
* Upcoming police parole saturation throughout the neighborhoods.
* Traffic safety project coming up.
* Click or Ticket starts next week
* Code Enforcement supplemented part-time person. New methods of contact call the police department and they will email or call you with additional questions or verifying receiving the request.

8.4. Public Works (GG & UA) - Terry Kellum, Interim PW Director

* No report

9. BUSINESS AGENDA: The following items are hereby designated for discussion and consideration which requires individual action.

9.1 Discussion, consideration, and possible action for staff to seek quotes on new sanitation contract.

**\*DISCUSSION: Authorizing staff to begin the process and seeking bids for sanitation contact.**

**Also the council would like to keep this on the agenda to have further discussion regarding the quality of sanitation contractor**

**Suggested to the staff to begin an inventory list on the number of trash binds we actually service.**

**Member Trustee/Council Talley motioned to approve to approve of signatures for Mayor and Vice Mayor for all business accounts. Member Trustee/Council Andrews seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Andrews, Trustee/Council Member Talley, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Trustee/Council Member Canaday, Nays:**

9.2 Discussion, consideration, and possible action for staff to seek quotes on web site developers.

**DISCUSSION: In order for the city to have a viable working website, it will need to be more attractive and user friendly. So that we can attract new businesses.**

9.3 Discussion, consideration, and possible action on setting a date for the 2020 budget review meetings.

**DISCUSSION ONLY**

* Set Budget meeting
* Schedule Public Meeting
* May 31, 2019 all department lists are due
* Tentative date for first Budget meeting June 4 at 6:30, possibly held at the Senior Citizen Center

**9.4 Discussion, consideration, and possible action on Hammer Construction, Inc. application for payment for Booster Pump Stations.**

**\*DISCUSSION: City Engineer Peacock stated that the current payment is due. Just for clarification payment #2 for the booster pump stations is paid out of the bonds.**

**City Engineer Peacock asked the council to approve the payment due of $9950.**

**Note: The equipment is being delivered (generator control panel, etc.)**

**Member Trustee/Council Talley motioned to approve to approve of signatures for Mayor and Vice Mayor for all business accounts. Vice Chairman/Mayor Scanlan seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Talley, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Trustee/Council Member Canaday and Trustee/Council Member Andrews, Nays:**

**10. EXECUTIVE SESSION:**

Proposed Action Request on *Executive Session* items:

10.1 Discussion, consideration, and possible action to enter into Executive Session pursuant to and as authorized by 25 O.S. Section 307(B)(2). Discussing negotiations concerning employees and representatives of employee groups; International Association of Fire Firefighters Local #4050, Drake Davis

10.2 Discussion, consideration, and possible action to enter into Executive Session pursuant to and as authorized by 25 O.S. Section 307(B)(1). Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee; Geisette Greenwell.

**Member Trustee/Council Talley motioned to motion to approve action enter into Executive Session. Member Trustee/Council Andrews seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Andrews, Trustee/Council Member Talley, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

**The City Council went into Executive at 7:37p.m.**

**Time Council Returned to Open Session: 8:54 p.m.**

12. Possible Action on Executive Session Items. (GG & UA)

***Recommendations from Executive Session:***

**None**

**13. NEW BUSINESS.** Discussion, consideration, and possible of New Business item/s, and direct City Staff to take appropriate action... (“New Business,” as used herein, shall mean any matter not know about or which could not have been reasonably foreseen prior to the time of posting.)

**None**

14. Remarks and Comments.

**No Comments:** Trustee/Council Members Andrews and Talley and Vice Chairman/Mayor Scanlan

**Trustee/Council Member Canaday:** Announced the passing of a long time citizen of Spencer Ruby Burleoso who served as City Manager and City Clerk from 1980-1990. A proclamation from the City of Spencer was given.

**City Attorney Poole: Attended Mrs. Burleoso’s funeral and also stated that she was a remarkable person.**

**Minute Taker:**  Announced graduation events for Star Spencer High School. Baccalaureate Sunday, May 19, 2019 at 3 p.m. Northeast Missionary Baptist Church and Graduation - Thursday, May 23, 2019 at 6 p.m. Capitol Hill High fieldhouse.

**Chairman/Mayor Calvin:** Please continue to keep the Burleoso family and friends in our thoughts and prayers.

15. Adjournment

**The meeting adjourned at 9:01 p.m.**

Respectfully Submitted,

Tanya Mustin

Tanya Mustin, Minute Taker