**CITY OF** **SPENCER**

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

**Thursday, January 20, 2022, 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 January 20, 2022, in the Municipal Building (City Hall), 8200 N.E. 36th Street, Spencer, Oklahoma 73084.

**Minutes**

**Item No.**

1. Meeting called to order at 7:00 p.m.

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| --- | --- | --- |
|  | **Present** | **Absent** |
| Chairman/Mayor Calvin | X |  |
| Vice Chairman/Mayor C. Williams | X |  |
| Trustee/Council Member L. Williams | X |  |
| Trustee/Council Member Fair | X |  |
| Trustee/Council Member Canaday |   | X |

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

1. Roll Call and declaration that a quorum is present.
2. The Flag Salute by Mayor Calvin
3. Invocation by Mayor Calvin
4. **Citizen Participation**: A citizen may make comment to the City Council during the citizens desiring to be heard portion of the agenda. A citizen should state his or her address or indicate if they are a resident of the City of Spencer. A citizen may speak on any topic, but the council persons cannot respond, discuss, act, or make any decisions on any matters presented under Citizens Participation. A citizen may only speak for three (3) minutes total. Any citizen desiring to be heard must sign a form desiring to be heard and the form must be presented to the City Clerk or other designated person fifteen (15) minutes prior to the meeting. (Public Participation Resolution #09-16-2021).

**NONE**

1. **6. CONSENT DOCKET:**
	1. Approval of Special Joint Minutes from meeting of November 29, 2021
	2. Approval of Special Joint Minutes from meeting of December 16, 2021
	3. Approval of December 2021, Accounts Payables.
	4. Approval of Agreement between the City of Spencer and Cox.Com, LLC
	5. Approval for closure of Reap Grant ED5-2020-14 for Police Dept.

**Vice Chairman/Mayor C. Williams motioned to approve items 6 a & b with the correction made on November 29, 2021, Special Joint Minutes correction to item #4. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Trustee/Council Member L. Williams, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays:**

1. **Consideration of Items Removed from the Consent Agenda**

**Item 6c, 6d and 6e**

6c. Approval of December 2021, Accounts Payables.

**Discussion:** Trustee/Council Member L. Williams stated that she did not receive the breakdown that the accountant said that she would provide.

**Chairman/Mayor Calvin motioned to approve December 2021, Accounts Payables. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays: Trustee/Council Member L. Williams**

6d. Approval of Agreement between the City of Spencer and Cox Com, LLC

**Discussion:** This is our annual franchise agreement in which City Attorney Vincent has gone thoroughly looked over the contract. Trustee/Council Member L. Williams stated that this did not come with any details from previous years to compare this proposed contract with.

**Chairman/Mayor Calvin motioned to approve Agreement between the City of Spencer and Cox Com, LLC. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays: Trustee/Council Member L. Williams**

6e. Approval for closure of Reap Grant ED5-2020-14 for Police Dept.

**Discussion:** Staff needing approval to submit for reimbursement for cameras and protective equipment for the police department so that the Reap Grant can be closed out.

**Trustee/Council Member Fair motioned to approve closure of Reap Grant ED5-2020-14 for Police Dept. Vice Chairman/Mayor C. Williams seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Trustee/Council Member L. Williams, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays:**

1. **BUSINESS AGENDA: Discussion, consideration, and possible action on Business items to direct City Staff to take appropriate action. (GG)**

**8.**1. Lot split for Leesa Smith – 9317 NE 34th – Spencer, OK. -----Code Enforcement

**Chairman/Mayor Calvin motioned to approve Lot split for Leesa Smith – 9317 NE 34th, Spencer, OK. - Code Enforcement. Trustee/Council Member Williams seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Trustee/Council Member L. Williams, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays:**

8.2. Silver Creek Update:

**Update**: Cory Peacock, stated that she has almost complete with all the research, FEMA maps, FIS reports for the data gathering part of it. Also, she has started her working drawings and created her cross sections so that she can penpoint where the areas of concerns are. Now she is putting her calculations together and running her analysis on this project.

8.3. Project Manager update from City Manager

**Update**: City Manager Jackson stated that she has selected Corie Peacock as the Project Manager for Kringlen Park. Ms. Peacock who normally collaborates with her dad our City Engineer on numerous projects is very invested in the work needed in the City of Spencer. City Manager Jackson continued stating that she feels that Ms. Peacock understands the concerns

of the citizens of Spencer and what city’s big goals are. One of the goals that is starting to work on a timeline. City Manager Jackson wanted to let everyone know in an open forum with transparency her selection for Project Manager. Also, City Manager Jackson and Project Manager Peacock will be working on an agreement to submit to council for an hourly rate as well as she has emailed a timeline with phases that she plans to complete this project in the next twelvish months.

8.4. To appoint to the Parks Board:

Jarrod Davis, Carolyn Emmett, Devin Stone, Sherry Martin, Jose Martinez, Dewayne Peterson – **Chairman** and O’Neal Olds, Sr.

**Discussion**: Trustee/Council Member L. Williams asked did notifications go out regarding soliciting members of the Parks Board. Stating that she has received inquiries and interest in being on the Parks Board. Also, stating that it is our duty as council members to make sure that notifications and announcements were made to the public for opportunity to serve.

Mr. O’Neal Olds commented that he knows as much about Kringlen Park as anyone in this room. He said that he has dealt with it for over 30 years. He stated to say that people did know about being a part of the Parks Board. He has been talking about the park for over 30 years now and could not get anyone to join in. Now that we are trying to move forward everyone is causing roadblocks. If the plan is to complete the renovation of the park let us move forward. He stated that he believes in teamwork. He is not in this for the prestige, he continued to say that he only wants to work with people who are positive minded and ready to build this park that will be something for our oldest citizen to the youngest one. He said that he knows that this park can bring revenue and let people know what we have. He stated he has been a resident of Spencer for 43 years and owns a lot of real estate as well as a business here in the City of Spencer. He ended by saying if you want to move forward, he is ready.

**Chairman/Mayor Calvin motioned to approve members and chairman to the Parks Board. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays: Trustee/Council Member L. Williams**

8.5. Ordinance providing for a permit to conduct an Open Display action in C-3 zoning.

**Discussion**: City Manager Jackson stated that we do not have any ordinances for Open Display auction. There are rules or regulations in place. We have businesses that are interested in having this. There were several citizens contacting us stating that they were interested in the auction but did not know when the date was for the auction, did not know if they could go to the auction, did not know how long the cars would be out for the auction and this just revealed what we the City of Spencer did not know until it becomes a problem. City Manager Jackson sat down with the City Attorney and the Mayor to try to put rules in place and how it will look going forward. She gave a quick synopsis of it, it will have to will have to notify the city thirty (30) days in advance if are going to have an Open Display car auction, the cars that will be for the auction can be displayed ten (10) days before the car auction and they will need to be moved five (5) days after the car auction and if the business hosting the car auction does not have move the cars after the five (5) days a fine of $100 per day will be given until they cars are moved.

Trustee/Council Member L. Williams asked if there has been any research with other cities as well as contact businesses to talk and discuss their business operations.

**Chairman/Mayor Calvin motioned to approve** **Ordinance providing for a permit to conduct an Open Display action in C-3 zoning. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays: Trustee/Council Member L. Williams**

**EMERGENCY CLAUSE** for Ordinance providing for a permit to conduct an Open Display action in C-3 zoning.

**Chairman/Mayor Calvin motioned to approve** **EMERGENCY CLAUSE** **Ordinance providing for a permit to conduct an Open Display action in C-3 zoning. Vice Chairman/Mayor C. Williams seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays: Trustee/Council Member L. Williams**

8.6. Fee Schedule for Auction permit

**Discussion**: Proposed permit cost Auction $100.

**Chairman/Mayor Calvin motioned to approve Fee Schedule for Auction permit. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: Nays: Trustee/Council Member L. Williams**

8.7. Approval to purchase two (2) trucks for Public Works Department with bond money.

**Discussion**: Make sure that it is commercial.

**Chairman/Mayor Calvin motioned to approval to purchase two (2) trucks for Public Works Department with bond money. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Trustee/Council Member L. Williams Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: and Nays: Trustee/Council Member Canaday**

1. **NEW BUSINESS: In accordance with the Open Meeting Act, Title 25 O.S. 311.A9 of the Oklahoma Statutes, new business defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.**

**NONE**

1. **Receiving Governing Board training from OMAG – Bill Tackett**

**Presentation, Q & A and survey given on how to effectively govern council meetings and board meetings.**

1. **Council Member Comments:**

**Council Member Ward One (Tonni Canaday):**

**Council Member Ward Two (Renita Fair):** No Comment

**Council Member Ward Three (LaTonya Williams):** Glad to be here and be able to share with our community. Stating that she continues to receive phone calls from the citizens. She said that she like that because it shows that the citizens are vested in Spencer. We carry the trust of our citizens carefully because it is for the future.

**Council Member Ward Four (Charmin Williams):** Just excited about the training that was just held. Hopefully, we can take those things learns to improve ourselves as a council. Looking forward in our growth in doing things better.

**City Attorney Vincent:** He did not have anything to add.

**Minute Taker (Tanya Mustin)**: Just wanted to validate Mr. Olds’s experience he brings to the Parks Board. He has a lot of knowledge regarding Kringlen Park. I have worked with him and his son 30 years ago when my son was playing for the Spencer Panthers on improving Kringlen Park. He will bring great insight as well as be a fantastic addition to the board.

**City Manager Jackson:** Has been at the City Managers Conference of Oklahoma all week and laughingly said that all she had for us.

**Council Member At Large (Frank Calvin):** Stating for everyone to continue to be vigilant and take precaution COVID is still around. COVID is real! Let us make sure we are taking care of ourselves, your family and be safe.

1. Adjournment

The City Council & Utility Authority meeting **adjourned at 9:41 p.m.**

**Chairman/Mayor Calvin motioned to approval adjourned the City Council & Utility Authority meeting. Trustee/Council Member L. Williams seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Trustee/Council Member L. Williams Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: and Nays:**

Respectfully Submitted,

Tanya Mustin

Tanya Mustin, Minute Taker