**CITY OF** **SPENCER**

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

**Thursday, January 21, 2021 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 21, 2021, in the Municipal Building (City Hall), 8200 N.E. 36th Street, Spencer, Oklahoma 73084.

**Item No.**

1. Meeting was called to order at 7:01 p.m.
2. Roll Call and declaration that a quorum is present.

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

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

1. The Flag Salute lead by Vice Mayor Scanlan and Invocation by Chairman/Mayor Calvin
2. 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.

**Lisa Janloo – Parks Board Chair**

**Concerns about Kringlen Park. The Parks Board came together and did a big clean up and new signage. No one has been in contact with the Parks Board and things have been done and the board had no knowledge of it and not included in the decision making. Ms. Janloo asked the council do you take the Parks Board seriously or just want them to do the clean up of the parks.**

1. **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.)

**Clarifier for the Waste Water Treatment Plant: City Manager Long stated that the staff brought to the Council on May 21, 2020 an issue with the Waste Water Treatment Plant in which has been down several times for a period of time. The council authorized up to $25,000 to get the plant operational. Everything in the plant were dilapidated and everything had to be replaced. Mr. Long stated that he found out today that the Clarifier has arrived and ready to be installed. Requesting the council to authorize Matthews to install the equipment so the Waste Water Treatment Plant will be operational. Funds are available for this process. All information needed is in the Council Packets.**

**Vice Chairman/Mayor Scanlan motioned to approve Clarifier for the Waste Water Treatment Plant. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Trustee/Council Member Canaday Nays:**

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

6.1. Approval/Ratification of the Joint City Council & Utility Authority meeting minutes from December 17, 2020. (GG &

UA)

6.2. Approval/Ratification of December 2020 bi-weekly Payroll and Accounts Payables. (GG & UA)

6.3. Approval/Ratification of the Joint Special City Council & Utility Authority meeting minutes for January 4, 2021 (GG)

6.4. Approval/Ratification of the Joint Special City Council & Utility Authority meeting minutes for January 11, 2021 (GG)

6.5. Approval/Ratification of adopting the fee schedule for the City of Spencer. (GG & UA)

**Vice Chairman/Mayor Scanlan motioned to approve CONSENT DOCKET item 6.2. Chairman/Mayor Calvin seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Trustee/Council Member Canaday Nays:**

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

**Table items 6.1, 6.3 and 6.4 until the next meeting.**

6.5. Approval/Ratification of adopting the fee schedule for the City of Spencer. (GG & UA)

Discussion: Code Enforcer Jacobs reported that in the council packets a complete schedule for Code Enforcement and Planning and Zoning. Also discussed the basic and flat rate fees which are in the Council Packet,

**Vice Chairman/Mayor Scanlan motioned to approve fee schedule for the City of Spencer. Chairman/Mayor Calvin seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays: Trustee/Council Member Canaday**

**8. BUSINESS AGENDA:** Discussion, consideration and possible action:

8.1. Discussion regarding the Smart Meter Project.

**Discussion: Only**

City Manager Long met Tuesday, January 19, 2021 at 1 p.m. Pre-Construction meeting was a very detailed meeting. Documentation regarding the installation of the new meters is in the Council packets. He stated that it is very important that a good backup system in place for the smart meters. A detailed outline has been provided in the packets. One of the key features there will be training to electronically transfer accounts to the new systems.

8.2. Discussion regarding the Ice Storm Debris removal.

**Discussion:** Ice Storm Debris removal – the County contacted the City Manager they are subcontracting for pickup and should be finished by next week. We received the burn permit to burn at Kringlen Park. Also, Mr. Long had Code Enforcer Jacobs to go out and check for trash in the debris. They will not pick up any trash or other items that is not Ice Storm Debris.

8.3. Discussion, consideration and possible action on Kringlen Park update.

**Discussion**: Mr. Long reported that a question was asked can you leave the exterior fencing so people and actually use the park as well as the kids can go down and ride their horses. The contractor has been contacted and they are ready, willing and able to do that very thing. The contracts came in today and will be getting with the Mayor for his signature. He will be in contact when they begin the demolition.

8.4. Discussion, consideration and possible action to appoint a new member to the Board of Adjustments: Devin Stone

Board of Adjustment lost a member and City Council gained a member it was suggested to have Mr. Devin Stone to be the replacement for Ms. Fair.

**Vice Chairman/Mayor Scanlan motioned to a new member to the Board of Adjustments: Devin Stone. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

**9.Execution Session**

**No agenda items**

**Question was asked by Trustee/Council Canaday regarding if there was a contract discussion. City Attorney presented from the contract in which the council had handed to them. It was approved at the last meeting. The Mayor will sign the contract.**

**10.** Remarks and Comments.

**No Comment: Trustee/Council Member Fair**

**Trustee/Council Member Canaday: Happy to see the many faces out tonight. It is very important that the citizen get involved because this is your town. She stated that she hopes that in the near future we will have Town Hall meeting to hear the voices of our citizens. Thank you for attending the meeting.**

**Vice Chairman/Mayor Scanlan: Excited about the turnaround of the city and moving forward. Chamber of Commerce is selling City of Spencer flags 3x5 size for $100, please see Vice Mayor Scanlan or Ms. Mendoza. They have sold 3 of the 10 ordered.**

**Chairman/Mayor Calvin: Wanted to say thank you to the staff for the hard work and coming in every day to do the work of the city. When Spencer goes forward everyone goes forward. Please stay safe.**

10. Adjournment

**Trustee/Council Member Fair motioned to Adjourn. Vice Chairman/Mayor Scanlan seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Vice Chairman/Mayor Scanlan and Chairman/Mayor Calvin Abstain: Nays:**

Respectfully Submitted,

Tanya Mustin

Tanya Mustin, Minute Taker