**CITY OF** **SPENCER**

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

**Thursday, December 16, 2021, at 6:00 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 December 16, 2021, 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 |  |
| Trustee/Council Member 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).

**Christina Mahoney, 4805 Able Street, Spencer, OK 73084** – Stating that according to the city’s Municipal Ordinance the Parks Board is responsible for naming park project. So, it looks like the council is breaking the law by hiring a project manager. The city council should be looking at filling the Parks Board with competent to oversee Kringlen Park along with other city parks. It is time to follow the rules and quit making thing up as you go along. The next thing is the demolition of the house on Sunset Terrace. Stating that if the code enforcement person would have done the research, they would have known that the owner died last year and felt that did not follow the proper steps to condemn the property if that was done the children of the property owner would have taken the steps to sell the property. The current code enforcement person is not certified to do this type of work. She stated that she has requested earlier this year to see her certifications because according to the law she must have received her certification by 12 months of being hired. She pleads with the council to investigate this because laws are being broken and the city could be sued.

1. **6. CONSENT DOCKET:** 
   1. **Approval of Board Minutes from meeting of November 29, 2021 (GG)**

**TABLED until January meeting.**

* 1. **Approval of November 2021, Accounts Payables. (GG)**

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

**Nays:**

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

**NONE**

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

**8.**1. To appoint Vice Mayor

**FIRST VOTE:**

Trustee/Council Member Canaday motioned to appoint Latonya Williams as Vice Mayor. Trustee/Council Member L. Williams seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday and Trustee/Council Member L. Williams Abstain:

Nays: Trustee/Council Member Fair, Trustee/Council Member C. Williams, and Chairman/Mayor Calvin

**SECOND VOTE**:

Chairman/Mayor Calvin motioned to appoint Charmin Williams as Vice Mayor. Trustee/Council Member Fair. Williams seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Fair, Trustee/Council Member C. Williams and Chairman/Mayor Calvin Abstain: Nays: Trustee/Council Member Canaday and Trustee/Council Member L. Williams

**Trustee/Council Member Charmin Williams is now appointed Vice Chairman/Mayor for the City of Spencer.**

8.2. To authorize City Manager to appoint a Project Manager for Kringlen Park.

Discussion:

**Mayor Calvin** started the discussion off by stating that he would like to have Ms. Peacock has been working on this project from the beginning and he would like for her to serve as the Project Manager for Kringlen Park. Because of their current knowledge and plan outlines for the park plans. He also stated that there was a Parks Board project manager in place which was our former city manager Huey Long, so we are not creating a new position it is just to fill the position that Mr. Long was doing. He also stated that council will have to approve every expenditure made before it acted on.

**Trustee/Council Member Canaday** stated that we cannot do this which is hire a project manager based on our ordinance. Furthermore, she stated that we have not had discussion on this to move forward such as the funding for this project.

**Trustee/Council Member L. Williams** stated her concerns were not knowing if the hired person is qualified to lead the project, the council not having the complete specs of the project, not knowing the fiscal and financial status of the total cost of this project and finally she stated that we need to go with the ordinance that are in place for a reason.

**Vice Chairman/Mayor C. Williams** stated that there is a need for a project-based manager because we have been sitting on the funds for over a year and three months now. There were plans left by Mr. Long the former city manager however there is no one in place to carry the plans through. She also stated that it was her suggestion to have a joint exploratory search comprised of the city manager and city council to make sure that we hire a project manager that is trustworthy with our specifications from the city council as well as the city mayor. So that we can trust what has been turned over the project with our specifications then we may be able to get something accomplished. As of now nothing has moved, and it took a long time just to restart the project to get the demolition done. So that is the basis of requesting to have a professional project-based manager.

**Chairman/Mayor Calvin motioned to authorize City Manager to appoint a Project Manager for Kringlen Park. 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 Canaday and Trustee/Council Member L. Williams**

8.3. Approve Hinkle & Company, PC, audit report.

Discussion: Report presented stating that it was clean unmodified opinion audit. Also stating that the process was smooth process with no identified findings. This submitted to the State by December 31, 2021.

**Chairman/Mayor Calvin motioned to accept Hinkle & Company, PC, audit report. 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: Trustee/Council Member Canaday and Trustee/Council Member L. Williams Nays**

8.4. To authorize Project Manager and City Manager to solicit bids for rodeo practice arena and new arena at Kringlen Park

**Chairman/Mayor Calvin motioned to authorize Project Manager and City Manager to solicit bids for rodeo practice arena and new arena at Kringlen Park. 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 Canaday and Trustee/Council Member L. Williams**

8.5. To authorize demolition for property at 4800 Sunset Terr, for the amount of $7,000.00 by

Kendall’s Concrete & Demolition Co.

Discussion: Signatures and lien notification was sent. The homeowner does not have to sign the notice. All we need if proof of mailing.

**Chairman/Mayor Calvin motioned to** authorize demolition for property at 4800 Sunset Terr, for $7,000.00 by Kendall’s Concrete & Demolition Co**. 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 Canaday and Trustee/Council Member L. Williams**

8.6. For staff to contract with Affordable and Reliable Plumbing, Heating and Air Conditioning to replace furnace at the Spencer Senior Center for $5,475.00.

Discussion: Make sure that it is commercial.

**Chairman/Mayor Calvin motioned to for staff to contract with Affordable and Reliable Plumbing, Heating and Air Conditioning to replace furnace at the Spencer Senior Center for $5,475.00 and verify that the contract is commercial. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, Trustee/Council Member Fair, Trustee/Council Member L. Williams Vice Chairman/Mayor C. Williams and Chairman/Mayor Calvin Abstain: and Nays:**

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. **Council Member Comments:**

**Council Member Ward One (Tonni Canaday): No comments**

**Council Member Ward Two (Renita Fair):** Welcomed and congratulated Ms. C. Williams on her first official council meeting. Stating that Ms. C. Williams has valued opinions. Looking forward to collaborating and working together on council.

**Council Member Ward Three (LaTonya Williams):** Thanked the citizen for continuing to come out to the meetings. The fact that you came out it is indicative you care about what is going on, no matter where you stand it is important that you our citizens come out and not let decision made about you without you. We hope that you continue to come and fill up and signing in and weighting in on what affects them daily.

10. Council Member Comments: continued

**Council Member Ward Four (Charmin Williams):** Excited to be sitting in this seat. Thank you to the citizens and wanted to let you know that I am excited about the work that needs to be done. She continued stating that she values everyone that sits on this side of the bench. Ms. Canaday keep bringing it, if you see that there are oversights, just keep bringing it so that we can have fruitful discussions, Ms. Fair, thank you for your support, Mayor thank you for your guidance and Ms. Williams thank you for playing mediator, we need that! Stating again that she is excited being in this position. To the city manager and Ms. Tate thank you for answering all my multiple calls this week, so that I could clarify and be well prepared for the meeting. Thank you to the Ms. Mahoney for reaching out and asking the citizens to continue to reach out. Excited to see the city grow, we cannot grow without upgrading our equipment. Hoping

that we continue to make great dialogue so that we can make the best decisions for the City of Spencer to keep moving Spencer forward.

**City Manager Jackson:** Thank you for continuing to support her. Thank you for allowing me to do the work. I know we stumbled along the way but in hindsight I think we done a respectable job. In these 12 months we are on the right track. Thank you to all of the council members for what you bring to the table. Thank you to the citizens for continuing to show up I appreciate your support. If you need anything feel free to call or come by.

**City Attorney Vincent:** Congratulations to our newly elected Vice Mayor.

**Council Member At Large (Frank Calvin):** Stating for everyone to continue to be vigilant and take precaution COVID is still around. Take care of yourselves and your family. Leaving a parable from Mark 4:1-39. Summing it up we had a lot of ups and downs throughout this year, but Peace be Still, we got Jesus with us we are going to keep on moving forward and we are going to be just find.

1. Adjournment

**The City Council & Utility Authority meeting adjourned at 8:02 p.m.**

**Chairman/Mayor Calvin motioned to approval adjourned the City Council & Utility Authority meeting. Trustee/Council Member Fair seconded the motion. The vote was as follows. Yeas: Trustee/Council Member Canaday, 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