

CITY OF COLLINSVILLE, OKLAHOMA
MINUTES OF REGULAR MEETING
MONDAY, AUGUST 21, 2017

The City of Collinsville Commission met in Regular Session on Monday, August 21, 2017 in the Commission Chambers at City Hall in Accordance with the Open Meeting Law, the notice of Public Meeting and Agenda were posted on the City Hall bulletin board on Friday, August 18, 2017 at 4:35 p.m.

ITEM 1. Call to Order

Mayor Bud York called the meeting or order at 5:32 p.m.

ITEM 2. Invocation

Commissioner Larry Shafer gave the invocation,

ITEM 3. Flag Salute

Mayor Bud York led the Flag Salute.

ITEM 4. Roll Call:

PRESENT

Mayor Bud York
Commissioner Brad Francis
Commissioner Melodie Bateman
Commissioner Jerry Garrett
Commissioner Larry Shafer

ABSENT

None

A quorum was declared.

STAFF PRESENT

Pam Polk, City Manager
Angela McGinnis, City Clerk
Phil Stowell, Public Works Director
Ken Ray Underwood, City Attorney

ITEM 5. Consent Agenda:

- A. Approval of Minutes from August 8, 2017 Regular Meeting.
- B. Approval of Claims in the amount of \$72,898.63.
- C. Approval of August # 2 Payroll in the amount of \$49,007.72.
- D. Approval of Cemetery Deed for Lorenzo A. Ramos – one space.
- E. Approval to close Main Street from 9th to 12th Streets from 5:00 p.m. to 8:00 p.m. on Tuesday, October 31, 2017 for the annual Just Tricks No Treats Halloween parade.
- F. Approval of Budget Amendment # 10 \$3,000 Cherokee Nation Donation Police Dept.
- G. Approval of Budget Amendment # 11 \$108.49 Refund from Ferrell Gas Street Dept.
- H. Approval of Budget Amendment # 12 \$338.74 Surplus sale of bikes Police Dept.

Motion by Commissioner Shafer seconded by Commissioner Bateman to approve the Consent Agenda.

YES: Francis, Garrett, Shafer, Bateman

NO: None

Motion Carried 4-0

ITEM 6. Discussion and possible action concerning items removed from the Consent Agenda.

None

ITEM 7. Quarterly Reports:

Collinsville Downtown Inc:

I represented CDI at the National Main Street Conference, May 1-3, which was held in Pittsburgh this year. It was revealed at that time that Oklahoma was ranked #3 in the Nation, in Gross Fiscal Impact. So, for every \$1 invested in Main Streets in Oklahoma, there is a \$5 return on that investment. May 9th was the Oklahoma Main Street Awards Banquet. We appreciate Mayor York and Senator JJ Dossett attending with us this year.

The 5K/Fun Run was of course called due to the massive down pour and lightening. We do plan on rescheduling it, and hoping that October 29th will be a good date. This is a Sunday and there would be less traffic to have to detour, which a Saturday was a concern of Chief Richey's. We are also thinking that we can advertise it as a Halloween Costume Run. The 16th Annual Hogs 'N' Hot Rods was a success again this year. We decided to take bids this year, for the t-shirts and the inflatables. So we were able to save some money that way. We were very pleased with Reach Clothing's design and the quality of shirt that they were able to offer. The gross profit was \$23,278.24. We appreciate all of our sponsors this year but especially Collinsville Energy/GRDA for being Presenting Sponsors!

Myself and our newest Board member, Cortney Vo, attended the August Main Street training in Claremore. Cortney was introduced to the Board by Stacy Brown at our May Board meeting and she was voted onto the Board in July.

Current focus:

Taste of Collinsville is underway. It was chosen to keep with the jazz theme again this year. Letters have gone out to the restaurants and the sponsors have been acquired. I have gone out to most of the merchants personally with information for them, about participating this year.

Just Treats preparations have begun also. Artwork has begun and we are hoping to have the primary location be at the Veterans Building this year, since the work on the Plaza will still be happening at that time. Fresh Paint Days submissions had to be in by July 31st. We were only able to obtain one building to submit, Leroy Harbauer's Rafters. CDI would not normally want to paint on bricks but since it has already been painted on, at least once, this would only be making a bad situation look better.

Grant Writing for Dummies and Fundraising for Dummies books have been purchased so that we can learn how to apply for grants and not have to pay someone to write these for us.

Work at the Silver Dollar has really slowed down to a crawl because of one of the insurance underwriters refusing to payout for bringing things up to code and the contractor has now backed out on the job.

Recent Main Street developments: The property at 111 S. 11th St. was purchased by Property Ventures LLC on April 28, 2017. The Church of Christ Food Bank is now located there. Property Ventures has also submitted a grant application for new awnings and have stated that work will begin Sept. 1st.

Hillis Hollow, currently located at 1014 W Main has been fixing up the inside of 1008 W Main (The old Cribbets) and is shooting to open by Sept 1st. The east side that was purchased by Tony Flippo had to have some façade changes made to bring it up to code.

Plum Craft Crazy closed its doors at 924 W Main. Modifications were made inside by the new tenant, JMS Tactical.

Chokolates also closed their doors at 1124 W Main, in July and the building is currently unoccupied.

Collinsville Park Board:

Still waiting on concrete to install benches and tables in the Park. Still looking into a bathroom on the East end of the Park along with more parking.

The older shelter at the bottom of the hill has been closed due to the bad roof. Park board would like for the 10 large posts that are currently there be used for the new roof.

Police Chief Jimmie Richey:

1. The department booked 13 people into jail this quarter.
2. The department filed 69 total reports this quarter.
3. The department recorded 100 total offenses this quarter.
4. 12 Accident reports were filed this quarter no injuries were reported
5. Dispatch recorded 3053 log entries of which 496 came in on 911 for this quarter.
6. During this quarter there were 154 traffic contacts made of which 103 citations were issued this quarter.
7. The police department responded to 42 business and 45 residential alarms for a total of 87 for this quarter.

Officer Hendrix will begin his CLEET Training tomorrow and will graduate on December 8. We are looking forward to his completion of CLEET. Officer Hendrix has been doing the first phase of his field training while waiting to go to CLEET. Upon Graduation he will finish his field training and should be ready to work alone approximately 4 weeks after graduation.

The department with the help from the Cherokee Nation has purchased Toughbook laptops for the rest of the officers that had not been issued one. Beginning around the 1st of September the department will move to digital ticketing using their laptops so each officer will have his own unit. We will no longer have to check digital scanning units in order to issue citations and warnings. The department also purchased ABC Chemical fire ext. and mounting brackets for each police unit with a portion of the Cherokee Nation funds.

Some of you may be aware that last year I was appointed to fill the vacated Tulsa Area Representative's seat on the OACP Board of Directors. I am happy to say that at the annual conference in June, I was reelected to that seat for a two year term.

Fire Chief Harold Call:

Fire Calls for Service – 83 YTD 13% increase over same period of 2016.

EMS Calls for Service – 744 YTD 19% increase over same period of 2016.

Prior to this year the Collinsville Fire Department has never had over 700 EMS runs at this point in the year. The highest call volume previous to 2017 was in 2015 at which time we had 687 EMS Calls for Service as of 8/21/16.

As of today CFD has completed 22 fire pre-plans, 4 fire inspections, plans reviews for the new Casey's and the new building at the industrial park as well as the final sprinkler and fire alarm inspections/tests for Tractor Supply.

FF Gary Jennings to attend Fire Fighter 1 at Limestone FD in Oct & Nov

Negotiations were completed and the 2017-2018 contract was signed.

Volunteer Firefighter interviews are scheduled August 31, 2017. We received 5 applications for Volunteer Firefighter. Physical agility test is scheduled for 9/9/2017. We received 25 applications.

A 1999 model Ford F-350 was donated to the Fire Department. It will replace a 1986 Dodge. We hope to have it in service in September.

Looking Forward-

1. Finish SWOT analysis and needs assessment for Fire/EMS
2. Fire Prevention Week in October
3. New Ambulance Bid process to replace a 1999 model with 170,000 miles
4. Pre-plans and inspections.
5. Hydrant and Hose Testing

Russell Young Code Enforcement:

- 75 VTC cases
- 35 working cases
- Going to basic code class in Oklahoma City August 23-25, 2017.

ITEM 8. Discussion, consideration and possible action to enter into Executive Session to discuss the appraisal of real property and transfer of real property North of the Cemetery subject to condemnation for use by ODOT pursuant to O.S. 25, 307 (B) (3) and 307 (C) (10).

Motion by Commissioner Bateman seconded by Commissioner Shafer to enter into Executive Session at 6:16 p.m.

YES: Garrett, Francis, Shafer, Bateman

NO: None

Motion Carried 4-0

Out of Executive Session at 6:21 p.m.

ITEM 9. Discussion, consideration and possible action on any item discussed in Executive Session.

No action.

ITEM 10. Discussion, consideration and possible action to approve the sale and transfer of real property North of Cemetery to the Oklahoma Department of Transportation for roadway purposes for the Highway 20 expansion.

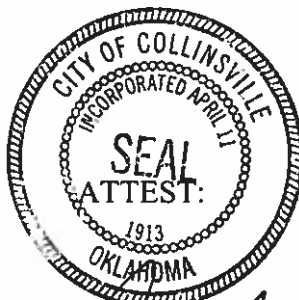
Motion by Commissioner Garrett seconded by Commissioner Shafer to table this item.

YES: Bateman, Francis, Shafer, Garrett
Motion Carried 4-0

ITEM 11. Adjournment.

Mayor Bud York adjourned the meeting 6:34 p.m.


Bud York, Mayor




Angela McGinnis, City Clerk