

CITY OF COLLINSVILLE, OKLAHOMA
MINUTES OF REGULAR MEETING
TUESDAY, JANUARY 19, 2021

The City of Collinsville Commission met in Regular Session on Tuesday, January 19, 2020 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, January 15, 2021 at 3:30 pm.

ITEM 1. Call to Order

Mayor Larry Shafer called the meeting to order at 5:30 pm.

ITEM 2. Invocation

Mayor Larry Shafer gave the invocation.

ITEM 3. Flag Salute

Mayor Larry Shafer led the Flag Salute.

ITEM 4. Roll Call:

PRESENT

Mayor Larry Shafer
Commissioner Danny Stanley

ABSENT

Commissioner Melodie Bateman
Commissioner Jerry Pykiet

A quorum was declared.

STAFF PRESENT

Pam Polk, City Manager, Craig Stokes, Assistant City Manager of Operations, Angela McGinnis, City Clerk, Harold Call, Fire Chief, Lori Stephens, City Treasurer, Melissa Whitlock, HR Director, Officer Michael Dunning, and Ken Underwood, City Attorney.

ITEM 5. Consent Agenda:

- A. Approval of Minutes of January 4, 2021 Regular City Meeting.
- B. Approval of Claims in the amount of \$33,803.69.
- C. Approval of January #1 Payroll in the amount of \$67,416.55.
- D. Approval of Budget Amendment #67 \$626.28 Workers Comp H. Huddleston 11/30/20 to 12/7/20.
- E. Approval of Budget Amendment #68 \$762.85 Workers Comp R. Loftin 9/13/20 to 12/18/20.
- F. Approval of Budget Amendment #69 \$162.39 December 2020 applied fees from Tulsa County Court Clerk.
- G. Approval of Budget Amendment #70 \$19,425.90 OKAMA Cares Grant.
- H. Approval of Budget Amendment #71 \$269 Donation to Fire Department.
- I. Approval of Cemetery Deeds: Jerry Patton-one space; Seng Xiong-one space; Loretta Wells-one space; Cassie Parsons-one space; David Wylie-one space; Sandra & David Gay-2 spaces; Kelvin & Ginger Limbocker-4 spaces.

Motion by Commissioner Stanley seconded by Commissioner Francis to approve the Consent Agenda.

YES: Stanley, Francis

NO: None

Motion Carried 2-0

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

None.

ITEM 7. Discussion, consideration and possible action to approve a request for a Plat Amendment to the Estate at Edgewood Plat Restrictive Covenant, Section III, 1., N. Sidewalks.

No discussion or action.

ITEM 8. Discussion, consideration and possible action to approve Fire District Mutual Aid Agreement between the Collinsville Rural Fire Protection District and the City of Collinsville, Oklahoma.

Motion by Commissioner Stanley seconded by Commissioner Francis to approve Mutual Aid Agreement between Collinsville Rural Fire Protection District and the City of Collinsville, Oklahoma.

YES: Francis, Stanley

NO: None

Motion Carried 2-0

ITEM 9. Discussion, consideration and possible action to declare the following items surplus:

1. Holmatro Battery Powered Jaw of Life
2. Zoll M Series Cardiac Monitor
3. BBQ Smoker
4. AC-225 Arc Welder
5. One lot of Fire Hose
6. One lot of 12 Volt Side Warning & Scene Lights

Fire Chief Harold Call removed number 4, AC-225 Arc Welder from the list. Another city department is going to use it.

Motion by Commissioner Stanley seconded by Commissioner Francis to approve the list of items surplus with the exception of number 4.

YES: Stanley, Francis

NO: None

Motion Carried 2-0

ITEM 10. Discussion, consideration and possible action to approve updated Personnel Manual.

HR Director, Melissa Whitlock reviewed the following changes to the Personnel Manual:

- Implementing new Volunteer Program that allows employees 16 hours of volunteer leave per year.

- Added wording on spousal sur-charge on insurance. Has been in place for a couple of years.
- Implementing new Education Assistance Policy.
- Added Medical Marijuana Policy that was effective August 28, 2019.
- Updated Social Media/Networking Policy, updated policy is clearer on expectations.

Motion by Commissioner Francis seconded by Commissioner Stanley to approve updated Personnel Manual.

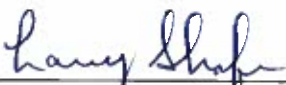
YES: Stanley, Francis

NO: None

Motion Carried 2-0

Adjournment.

Mayor Larry Shafer adjourned the meeting 5:39 pm.



Larry Shafer, Mayor





Angela McGinnis, City Clerk