



## WATONGA CITY COUNCIL **SPECIAL MEETING** MINUTES FOR FEBURARY 19, 2021

*In accordance with the Oklahoma Open Meeting Law, this Agenda was posted February 16, 2021 Prior to 4:00 PM. at the Watonga City Hall, on the door of the City Clerk's office, located at 117 North Weigle, Watonga, Oklahoma.*

**The City Council of the City of Watonga did meet at 4:00 PM on Friday, February 19, 2021 in the Auditorium of Watonga City Hall, located at 117 North Weigle, Watonga, Oklahoma for a special meeting.**

### **Invocation & Pledge of Allegiance:**

**Council Present:** Travis Bradt, Ryan Bruner, Allen Cowan, Lindsey Doyel, Bill Seitter. Also present, Mayor Gary Olsen, City Manger Larry Mitchell, City Attorney Jared Harrison and City Clerk Verlen Bills. Absent were, Julie Almaguer, Kendra Baker and Mina Green.

**Declaration of a Quorum: at 4:03 PM**

### CONSENT AGENDA

A. **Approve the Minutes** of the previous Council Meeting held January 19, 2021.

Motion to approve the Minutes of the previous Council Meeting held January 19, 2021 was made by Allen Cowan and seconded by Lindsey Doyel.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye  
L. Doyel aye                      B. Seitter aye

Motion carried.

B. **Approve the Monthly Reports** from EMS, Fire Department, City Treasurer, Library and Watonga Police Department.

Motion to approve the Monthly Reports from EMS, Fire Department, City Treasurer, Library and Watonga Police Department was made by Ryan Bruner and seconded by Travis Bradt.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye  
L. Doyel aye                      B. Seitter aye

Motion carried.

C. **Approve the Monthly Financial Report** for January 2021 from RS Meacham.

The Financial Report was presented by Dacia Phillips with RS Meacham and began with an explanation of the report form: This is for the first seven months of the Fiscal Year. We want our revenues to be at 58.33 percent or better and expenditures to be at 58.33 percent or lower. In the General Fund we have revenues of \$1,217,966. Most of our significant sources of revenue are at or above projection. Sales Tax and Use Tax are actually right at budget.

I did want to mention that there is \$10,000 a month that we are not getting because it was over reported and overpaid by a vendor. The Tax Commission is withholding \$10,000 a month until this is repaid.

Mrs. Meacham explained the details as to how this kind of problem might have developed.

Our total expenditures are \$2,028,428. That is 55% of budget. So, the Departments are doing a good job controlling expenditures. We are under where we should be at this point in the year. After interest income and transfers, expenditures are greater than revenues by \$29,538, but we are still much better than budget projections had us at this time.

There are some Departments over budget but we are addressing that in the Budget Amendments later this evening.

In the Light and Water Account, Electric Operating Income, this is the direct electric revenues versus the direct electric expenses, including the costs. We do not have any Administrative costs shown here, it is shown below. Today we are at \$679,993 or 93% of our projected Electric Operating Income for the year. Water Operating Income is at a loss of \$177,986. This loss includes large capital type items. At the end of the year, when we do the government wide financials we will pull out these expenditures to be capitalized and depreciated.

The Sewer is at a operating loss of \$48,844 and this has to do with the Digester issues.

We have a total Operating Income of \$488,148 or 62% of projection for the year. Overall, even though we have some losses and some capital type items, we are above projection. Then, after other Administrative Income and Expense of \$687,135, which is mainly transfers and maintenance transfers to the General Fund, we have a net loss of \$198,987. But, I think it would be useful for you to see how much of that was capital type items. The number at the bottom of the page of \$368,545 will be pulled down and capitalized at the end of the year.

In the Grant Account we are above projections. This miscellaneous income was Cares Act reimbursement from the State of Oklahoma in the amount of \$225,025.

In the PWA Account the miscellaneous income this month was FAA Cares Act funding of \$26,476. And I do not think I mentioned that with the General Fund, but we had Cares Act funding for EMS under miscellaneous in the amount of \$19,426. After expenditures, and other income and expense year to date, we have a net income of 64,104. And we have extended capital items of \$75,600 that we will capitalize at the end of the year.

Mr. Cowan asked, are there stipulations as to how the Cares Act Monies can be spent.

Mrs. Phillips, actually, it is considered reimbursements.

Mr. Mitchell expanded, this was to cover salaries and expenditures in Public Safety over a certain period of time responding to COVID-19 concerns. We have applied for approximately all that we have been allowed at this time.

Mrs. Phillips: This period of time may get extended though.

City Treasurer Rodney Jacks added, it is in this account for now to keep it sorted out. We can move this money around later if needed.

Mrs. Phillips: In the Sales Tax Fund of course, we are going to be right at the same percentages as the General Fund. The specified percentage of that is allocated here to be spent on capital projects. Our total income is \$144,934 or 74% of projections. Our expenditures are \$32,857 and most of that is for repairs.

Mr. Jacks added, to repair the foundation of the Concession Building.

Mrs. Phillips: After transfers in and out, and we did do a transfer out to make some lease payments (on a Garbage Truck). The net income year-to-date is \$81,359.

In the Street and Alley Fund, there is not much activity here. Year-to-date net income is \$37,849. We do have projects budgeted to come from this account.

On the last page is the Sales and Use Tax Chart based on collections. As you can see our collections as of February 20 was \$180,080 for Sales Tax and Use Tax was \$19,971. We are above for the last few months, which is good, but remember, this is while we are having to pay back the Sales Tax \$10,000 each month and 25% on Use Tax. Sales Tax year-to-date is down 24.8 percent and Use tax is down approximately 49%. Remember, we budgeted conservatively so we are still within budget.

Mr. Seitter asked, how much lag is there in collections? We look at the February collections, but what month was that money collected from?

Mayor Olsen replied, December.

Mr. Seitter noted, then this should be somewhat more than the months before and after?

Mr. Mitchell agreed, and then we get somewhat apprehensive for the next few months.

There was discussion about seasonal Sales Tax Collections in general.

Motion to approve the Monthly Financial Report for January 2021 from RS Meacham by Dacia Phillips was made by Bill Seitter and seconded by Ryan Bruner.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye

L. Doyel aye                      B. Seitter aye

Motion carried.

Mina Green present at 4:13 PM.

**D. Review and accept** the list of claims against the City of Watonga for the month of January, 2021.

Mr. Seitter asked about the excessive claims from Accurate Environmental?

Mr. Mitchell answered, Accurate Environmental is the company that does our water and wastewater testing. He asked Josh Shannon with Light and Water Department to explain.

Mr. Shannon gave a brief description of all the test they run on a regular basis. They also had more testing than usual as we were getting the new waterline to the Hotel/Casino certified.

Mr. Seitter asked about the “pick-up charge”

Mayor Olsen noted that the company will sometimes pickup the test samples.

Mr. Seitter asked about fuel purchasing. Do we purchase on fuel cards or do we try to use Mark's Service Center when they are open?

Mr. Jacks responded that EMS uses cards often. Sometimes the Fire Department does also.

Mr. Seitter asked about the Police Department using Finish Line Fuels card?

Mr. Jacks agreed, they do use the Finish Line cards more often than Mark's Service Center.

Mr. Jacks went on to explain a recent concern with Finish Line Fuels. They want to charge for fraud insurance. Starting March 1<sup>st</sup> they will assess a \$5.00 per week fee per account. The City could opt out of this coverage but then we would be liable for external fraud. Previously this was the banks liability. We have three accounts, this would be \$60.00 per month. We may need to look for another fuel card company.

Mr. Seitter, my personal experiences is that I am not a big fan of credit cards or anything similar for business use. I feel like that is a big opportunity for fraud and embezzlement. Not that we are having a problem currently. But, I think it just creates an opportunity for it. I know, that somebody has to pay. With the recent problem at Hutches, it cost one local bank \$17,000 in losses. Cards are necessary. You have to have them. But, I think we could use local businesses more. You have the actual receipts in hand, and more people over looking the transactions. I think that's a better deal.

Mr. Bradt agreed with Mr. Seitter in that we should try to use local businesses more.

Mr. Jacks explained that sometimes it is just not possible. EMS has to take transfers out of town, recently to Tulsa.

Mayor Olsen added that the Police Department also has to do EOD transfers.

There was discussion of the pros and cons of using fuel cards. Mr. Bruner described the details of the security used with the cards at State Parks.

All agreed that we should keep our purchases local as much as possible.

Mr. Cowan asked, concerning the Light and Water Department, an invoice from EST Incorporated, an Invoice dated in September and then it jumps to January 19? In the amount of \$15,774.

Mr. Mitchell responded, they were the engineering company retained to do the inspections on the Hotel/Casino waterline. That project is complete and closed out.

Motion to accept the List of Claims against the City of Watonga for the month of January, 2021 was made by Allen Cowan and seconded by Bill Seitter.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye

L. Doyel aye                      M. Green abstained      B. Seitter aye

Motion carried.

### **ACTION AGENDA**

1. **Consideration, Discussion and Action:** To approve Budget Amendments for Fiscal Year 2020 – 2021 as recommended by RS Meacham.

Mrs. Phillips: Mr. Mitchell and I put this together in January, and we have discussed some changes to bring this up to date and this is where we are now. Most of this is self explanatory, I'm not going try and read all these changes. I did kind of want you to know what these adjustments were based on. The second page shows whether we are increasing or decreasing revenues or increasing or decreasing expenditures.

So in General Fund, we are adding \$26,000 in revenue and we are adding expenditures of \$57,000. This will basically lower the fund balance by \$31,000. In Light and Water there is an increase of \$235,000 in income and an increase in expenses by \$369,000. Overall change is \$134,000. Much of this is capital improvements. In Public Works there is a \$223,900 increase and a \$227,000 decrease this equates to a net decrease of \$3,200. Capital projects have a net decrease of \$1,500. The Street and Alley Fund had an increase of \$15,300. The Grant Fund was increased to \$199,826. Overall, we are actually increasing fund balances, City wide by \$14,826. Much of this has to do with the Cares Act. This is why we are able to show an increase with the budget Adjustments.

Mr. Seitter asked about the timing of the Budget Adjustments.

Mrs. Phillips: Normally, we would just do this once, at the end of the year, but Mr. Mitchell and I thought it would be useful, and I agree to see where we are at right now. Sometimes we can not foresee everything at the beginning of the year, with all the projects we ended up taking on while sales tax is fluctuating.

Mr. Seitter asked about the increase in Light and Water Administration. There was \$60,000 in bad debt?

Mrs. Phillips: Yes we cleaned up a long time of bad debt.

Mr. Seitter asked, how many years is that?

Mrs. Phillips was not certain and asked Mr. Mitchell. He was not certain either. They both agreed that it was at least 5 years of bad debt.

Most of this has been turned over to collections.

Mr. Jacks suggested that it may be more than 10 years.

Mrs. Phillips admitted that we were caring a lot on Accounts Receivable and it needed to be cleaned up.

Mr. Seitter: I wanted to clarify my mind that this amount of bad debt was more than just a single year.

Mr. Jacks added, the really old debt may be considerable less than that.

Mr. Mitchell: Given the year we are going through, with the State Economy and the fall out from COVID, you can see it on our monthly reports, with the fluctuations in the revenue. It is really difficult to figure out.

Motion to approve the Budget Amendments for Fiscal Year 2020–2021 as recommended by RS Meacham was made by Bill Seitter and seconded by Ryan Bruner.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye

L. Doyel aye                      M. Green aye                      B. Seitter aye

Motion carried.

Mr. Mitchell: Our next challenge will be to take these numbers and try to figure out the rest of the year and work on a budget for next year.

Mrs. Phillips noted to Council that we should be starting on next year's budget shortly and have something ready by June.

Mr. Seitter commented that he appreciated this mid-year budget adjustments.

2. **Consideration, Discussion and Action:** To approve a recommendation from the Planning and Zoning Committee to allow Jeremiah and Corry Rogers to place a mobile home on lots 3 – 4 of Block 3 in the Bradford Addition at 715 W. A Street.

Mr. Mitchell: We have a report from the Planning Commission. They did approved the request.

Mr. Bradt added that it was a unanimous vote.

It was asked if it would be a double wide.

Mr. Bradt confirmed yes. The neighborhood and location was discussed. The driveway requirement was also mentioned.

Mr. Bruner asked, Is there a time limit for completion?

Mr. Bradt allowed that a time limit is not part of the recommendation.

Mayor Olsen noted that a time limit was not required in the past.

Mr. Bruner: What might happen if they owners never get quite finished?

Mr. Mitchell suggested, sometimes you set a period of one year. If the construction has not started or commenced in one year's time, then the permit expires.

Mr. Bradt, we may need to look at a time limit in the future.

Allen Cowan made to motion to approve the recommendation of the from the Planning and Zoning Committee to allow Jeremiah and Corry Rogers to place a mobile home on lots 3 – 4 of Block 3 in the Bradford Addition at 715 W. A Street. Motion was seconded by Lindsey Doyel.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye

L. Doyel aye                      M. Green aye                      B. Seitter aye

Motion carried.

3. **Consideration, Discussion and Action:** To adopt the Citizen's Participation Plan for FY-2021 Community Development Block Grant (CDBG) Program.

Mr. Cowan asked if we did go ahead and have the CDBG Public Hearing Meeting that has been scheduled for Tuesday Feb 16 despite the bad weather?

Mr. Bradt answered yes we did.

City Clerk Bills added that there was about a dozen signatures on the sign in sheet.

Mr. Cowan asked to confirm, there was some public participation?

Mr. Bradt confirmed.

Mr. Mitchell: This is this is one of those grants where we have less than 50/50 chance of being awarded. But it is worth the effort. As we discussed in last month's meeting about this project, this is the sewer line and the exposed manhole along the highway. We think this is a great way to fund this project, if we are successful in getting this grant. It is our re-entry into this program (CDBG) so it may be a challenge. But, Cardinal Engineering has a person on staff that is doing this for several communities. She is basically the grant writer for Cardinal Engineering and she has a lot of experience. Hopefully, she can guide us to make sure that we maximize our credit scores or our rankings in the program.

Mr. Bradt added that we will need to have one more public hearing on this. Hopefully with better weather.

Mr. Mitchell: This is the first item for the City's participation. For the most part, this is a straightforward, generic plan. One thing to note, at some point, it does require the City to adopt what is called a comprehensive statement of needs. This is similar to a strategic plan, or comprehensive plan or maybe a capital improvement plan, there are several ways of defining this.

What I would like to suggest to the Council, this year, as we look at the next budget, maybe late April or early May, we should consider doing a workshop to identify our priorities for capital improvements. We should have a plan that will sort of dovetail our projects together with a time line so that we have a three to five year capital improvement program that everybody agrees on. These items could then be budgeted out over several years, laid out in long term goals. This is the only thing that might be difficult or unusual. The rest of this is pretty much straightforward.

Motion to adopt the Citizen's Participation Plan for FY-2021 Community Development Block Grant (CDBG) Program was made by Allen Cowan and seconded by Lindsey Doyel.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye

L. Doyel aye                      M. Green aye                      B. Seitter aye

Motion carried.

4. **Consideration, Discussion and Action:** To adopt Resolution No. 2021-1 applying for FY-2021 CDBG for the proposed Wastewater System Improvements / Sewer Line Replacement.

Mr. Mitchell: This resolution is your commitment for the application. We are saying that we are serious about doing this project and if funded we will undertake and complete the project. It is a standard resolution.

The whereas clause says that the City Council affirms its commitment to take all actions in its power to facilitate the receipt and assistance of the community development funds if Watonga is awarded the grant. They do not want to award a grant to a City that has no intention of undertaking or completing the project. They want an upfront commitment to the project.

Mr. Seitter asked, to have any hope of receiving this grant we need to pass this resolution?

Mr. Mitchell answered yes. And we will see, as we go through the grant procedures, when we get to the point where they award the grant, they will have a whole series of documents to sign that is probably eight or ten pages of what they call assurances. That's their legalese for the "contract". It will commit us to the Fair Labor Standards Act, and other adherence. There will be a series of documents for this. For this kind of grant, we can pass a few resolutions if that is what is required.

Bill Seitter made the motion to approve Resolution No. 2020-1 applying for FY-2021 CDBG for the proposed Wastewater System Improvements / Sewer Line Replacement motion was seconded by Allen Cowan.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye  
L. Doyel aye                      M. Green aye                      B. Seitter aye

Motion carried.

5. **Consideration, Discussion and Action:** To adopt Resolution No. 2021-2 certifying Leverage (Matching) funds in the amount of \$50,800 for FY-2021 CDBG proposed for a Sewer Line replacement project.

Mr. Mitchell explained, this is our local share commitment. The Resolution calls for \$50,800 commitment to the project if it is funded. And part of the requirement for the grant is that we identify the funding source for this local match.

Mr. Bradt asked, in other words, this is really saying that we have committed the money before we can get the grant?

Mr. Mitchell replied, Yes, but we are only committed if a grant is awarded. This is just another way of saying that they want local participation and local investment in the project.

Ryan Bruner made the motion to approve Resolution No. 2021-2 certifying Leverage (Matching) funds in the amount of \$50,800 for FY-2021 CDBG proposed for a Sewer Line replacement project. Motion was seconded by Travis Bradt.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye  
L. Doyel aye                      M. Green aye                      B. Seitter aye

Motion carried.

6. **Consideration, Discussion and Action:** To award the Contract for the concrete box culvert replacement at Workman and A Street to Cen-OK Services, LLC as recommended by Rick Schlege with Parkhill / Cardinal Engineering.

Mr. Mitchell: We had bid opening on Monday, February 8. There were actually eight sets of bid plans out, so there was some interest in the project. Unfortunately, two companies called and said they would not be able to deliver their bids because of the weather. If you remember what February 8 was like? We did proceed with the 4 bids and the low bidder was Cen-OK Service from Okarcho for \$171,489. I really thought we would have a little more bid competition. I was hoping we would get a bid that was under \$150,000. But, that did not happen. And, you can see that there are a couple of companies that really did not want to work in Watonga with bids about \$250,000 and above. So our recommendation is for the Council to award the contract to Cen-OK services.

Bill Seitter made the motion to award the Contract for the concrete box culvert replacement at Workman and A Street to Cen-OK Services, LLC as recommended by Rick Schlege with Parkhill / Cardinal Engineering. Motion was seconded by Allen Cowan.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye  
L. Doyel aye                      M. Green aye                      B. Seitter aye

Motion carried.

- 7. Consideration, Discussion and Action:** To approve Ordinance No. 674 modifying the Watonga City Code to change the Statutory Form of Government for the City of Watonga as was previously approved by a vote of the Citizens of the City of Watonga; removing Code Language relating to the Aldermanic Form of Government; replacing said language with provisions providing for a Statutory Council-Manager Form of Government; providing for the Election Procedure of the Watonga City Council; providing for the Structure and Procedure for the Watonga City Council; creating Offices and assigning Duties related to the Statutory Council-Manager Form of Government; providing for hiring practices For certain City Officials; providing for change in the Watonga City Code to allow operations under Statutory Council-Manager Form of Government; and providing an Effective Date.

City Attorney Jared Harrison: I am going to keep trying to make those preambles longer. This is probably step one of many, to start getting our code modified for the new form of government. As you can see, I think it is relatively self explanatory. We just took what the State Statutes say and plugged that in. The effective date (April 20, 2021) is when the new Council gets sworn in at the first Council Meeting.

Some of the notable changes to point out specifically would be some of the hiring practices. In the past, the policy had been a Mayor's recommendation with Council approval. As we switch over to City Manager or essentially a Chief Executive, much of this will change. The City Attorney's position, Municipal Judge, Fire Chief and Police Chief will be recommended by the City Manager with approval from the Council. Everything else, other than those few positions will be by the City Manager.

And again, I think it is relatively self explanatory. I know it is lengthy We did tack on one provision in there at the end. This is so we do not have to try and change every reference to or from the City Manger through the entire code immediately. That will be the next step, to go section by section and chapter by chapter and start updating some things so that we are officially official. But I think this gets us on our way.

Mr. Mitchell: I would like to comment that we are strengthening our Municipal Court by the provision of having the City Attorney present in Court as the Prosecutor or advocate for the City, if you will. Much of the time it is only the violators in attendance. People that come to challenge their tickets and citations. So, I think that's a good idea. And we are staying similar to the City Council Mayor Management in that Court Administration will still be with the City Clerk's Office and will coordinate the dockets with the City Attorney.

Mr. Harrison: I would even add to that, I do not know that this necessarily means that I will be present for every single court docket. Much of the time, as I have seen in the past, the Judge and the Police Officer can handle things properly. But if a defendant has an Attorney, then it would be good for the City to have an Attorney present as well.

Mr. Seitter asked, you nor your firm could represent an individual in Municipal Court?

Mr. Harrison replied no, we would have to go through a lot of informed consent to make that happen and it would probably be a waste of time to do so. We really do not have any criminal law prosecution.

Mr. Seitter asked, most of this Ordinance is from State Statutes?

Mr. Harrison: Most of this is word for word from the Statutes. There are a few things I pulled from elsewhere, laying out how offices are structured for the City Manager, City Clerk, and other specifics for the City of Watonga but the major provisions in this Ordinance are almost word for word from the Statutes.

Mr. Mitchell: However, once you get this transition completed, then if desired, the Council could go through a process of adopting a charter. This would require appointing a Charter Commission who would then put together a Charter that would give the City more flexibility.

Mr. Bradt asked, that would be an option, but we need to get this done first?

Mr. Mitchell confirmed, yes.

Mr. Harrison: I should qualify this somewhat: This would require a vote of the City. It is not just a Council's decision we want a charter, There are plenty of steps required to make that happen. But, obviously that starts with the Council.

Mr. Cowan asked, specific elected officials are going to become employee's? Specifically the City Clerk and the City Treasurer?

Mr. Harrison: I am not sure I fully understand, but I have discussed this with the Oklahoma Municipal League and other sources. As I understand, and we talked several times about this, that there is not necessarily a guarantee that an elected official will finish a term, because the four year term is for the Aldermanic form of government. While it is still technically there, it is no longer functioning. So, yes, they will fill out that term. But the position will have nothing to do with the new form of Government. The City Clerk and the Treasurer are going to be a hired position appointed by the City Manger with Council approval to keep things moving forward.

Mr. Cowan asked, at what time will these positions become employees?

Mr. Harrison replied, it will automatically transition over. The staff will stay employed, but the qualification there, is that it does not necessarily last for the term. It automatically turns over until somebody says otherwise. Somewhere down the road, somebody could resign and then we would be looking at hiring process.

Mayor Olsen confirmed, the only two Positions effected will be the City Clerk and the City Treasurer.

Motion was made by Allen Cowan and seconded by Bill Seitter to approve Ordinance No. 674 modifying the Watonga City Code to change the Statutory Form of Government for the City of Watonga as was previously approved by a vote of the Citizens of the City of Watonga; removing Code Language relating to the Aldermanic Form of Government; replacing said language with provisions providing for a Statutory Council-Manager Form of Government; providing for the Election Procedure of the Watonga City Council; providing for the Structure and Procedure for the Watonga City Council; creating Offices and assigning Duties related to the Statutory Council-Manager Form of Government; providing for hiring practices For certain City Officials; providing for change in the Watonga City Code to allow operations under Statutory Council-Manager Form of Government; and providing an Effective Date.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye

L. Doyel aye                      M. Green aye                      B. Seitter aye

Motion carried.

Several comments were made that we shortened Council Meeting by 5 – 15 minutes because the City Clerk overlooked “Council Comments” as an Agenda Item. (Apologies to the Council)

8. **Mayor Comments;**

Mayor Olsen: I want to thank all the City Employees for all the work they've done during this snowstorm and record cold or whatever we'd like to call it, but they have gone above and beyond duties, helping people clear driveways, getting cars pushed out of the way, and keeping trash picked up. We thank you.

9. **City Manager Comments;**

Mr. Harrison: I have two or three items. Congratulations to all of you who filed for council seats. I'm encouraged and excited about the process of the upcoming election. City Managers are very nervous when elections come around, not knowing who is interested who is not and given the fact that we are moving to a new form of government. I am happy to see that there will be potentially a majority of the current Council on board as we move into the new form of government. Congratulations.

Secondly, I want to let you know that we had a resignation in the Police Department. Officer Michelle Singh resigned on Wednesday and I accepted her resignation. We offered the full time position to Rory Espy, who is currently working for us as an Auxiliary Officer. He will come on full time as soon as he passes his physical for the State Pension System.

We have hired a new Code Enforcement Officer. You probably know him, Mike Herdman, he was here before. He has some interesting experience. He will be helping the Building Inspector with safety inspections and other duties as well as the Code Enforcement. Mr. Herdman will start March 1 and will be on six month's probation. He had been on the Fire Department and recently, he's been working in Texas. He is tired of driving back and forth for 8 to ten days.

And then just an FYI, because of the recent storm events the last couple of weeks with the minus 27 degree temperature, I'm guessing that utility bills are going to be a little higher this next month. You might be getting some phone calls. We did not raise rates. This is not a rate increase.

Mr. Travis noted that he had received questions about having to keep facets open to keep from freezing up. I do not think that's the responsibility of the City. Now, I have worked for a couple of communities that did make adjustments if there was a line break. This adjustment would require a letter from a plumber. The plumber basically gave you an affidavit that said yes, I went out and repaired their water line. We could not be concerned about trickling faucets, but for large water loss we might consider making adjustment. There was some discussion as to how this might work. Maybe it could be on the next Council Meeting Agenda.

**10. Adjourn:**

Motion to adjourn was made by Bill Seitter and seconded by Travis Bradt.

Mayor Olsen called for a vote;

T. Bradt aye                      R. Bruner aye                      A. Cowan aye

L. Doyel aye                      M. Green aye                      B. Seitter aye

Motion carried at 5:03 PM.

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Mayor Gary Olsen

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City Clerk, Verlen Bills

**NOTICE:**

The Governor signed HB 1031 on Wednesday February 10, 2021 amending the Open Meeting Act for the State of Oklahoma. It allows for Video Conferencing and Teleconference, but a quorum must still be present in person. And, remote locations must be listed on the Meeting Notice. As a Meeting Notice is posted 48 hours (2 working days) previous to a meeting, the City Clerk will need to be informed of any remote locations before this time. So, please allow the City Clerk's Office 48 hours or 2 working days notice at 580 623 4669.