

ALVA CITY COUNCIL MEETING
JANUARY 22, 2019

The Alva City Council of Woods County, State of Oklahoma, met in regular session in Classroom 3 of the Alva Recreation Complex at 6:30 p.m.; Mayor Kelly Parker call the meeting to order.

Opened with Flag Salute and Invocation by Mayor Kelly Parker.

Roll was called with the following being present: Daniel Winters, Connor Martin, Christopher Eckhardt, Brandon Sherman, Mary Hamilton, Dr. Bo Hannaford, Randy Stelling, Brian Wallis.

Absent: None.

Discussion and Action on the Consent Agenda. All of the following items, which concern reports and items of a routine nature normally approved at City Council meetings, will be approved by one vote of the Council. Any member of the Council desiring to discuss an item on the Consent Agenda may request that it be removed from the Consent Agenda and placed for discussion as the next item on the Regular Agenda. It will then be considered separately. The Consent Agenda consists of the consideration and action on the following items:

- a. Approval of the minutes of the regular meeting of December 17, 2018.
- b. Approval of claims in the amount of \$86,536.12 & payroll expenses of \$389,675.21.

Thereupon it was motioned by Council Member Sherman and seconded by Council Member Winters to approve the items on the consent agenda. The roll was called with the following results. Ayes: Sherman, Winters, Hamilton, Stelling, Wallis, Hannaford, Martin, Eckhardt. Nays: None. Absent: None. The motion was declared carried.

Council Member Martin updated Council on the Alva Tourism Tax Commission Meeting on December 19, 2018.

Council Member Eckhardt updated Council on the Alva Public Library Board Meeting on January 07, 2019.

Mayor Parke updated Council on the Alva Arena Authority Meeting on January 08, 2019.

Council Member Hamilton update Council on the Special Alva Planning Commission Meeting on January 08, 2019.

Council Member Stelling updated Council on the Water/Wastewater Committee Meeting on January 10, 2019.

Mayor Parker updated Council on the Alva Regional Authority Meeting on January 14, 2019.

Dr. Hannaford updated Council on the Alva Hospital Authority Meeting on January 15, 2019.

Council Member Sherman updated Council on the Alva Recreation Complex Authority Meeting on January 16, 2019.

Dr. Hannaford update Council on the Finance Committee Meeting on January 22, 2019.

Presentation from NWOSU over the 2018 Fall Semester Alva Incentive Scholarship Program. Allen Bird and Dr. Janet Cunningham reported the fall to spring retention has increased from the prior year to 82%. Dr. Cunningham reported the sales tax money assisted in a season where state appropriations have decreased. Dr. Cunningham thanked Council for their support.

Acknowledge the receipt of DEQ Permit No. WL000076180966 for the construction of 7,100 linear feet of 16-inch PVC potable water line and all appurtenances to serve the City of Alva, Woods County, Oklahoma. Thereupon it was motioned by Council Member Sherman and seconded by Council Member Eckhardt to acknowledge the receipt of DEQ Permit No. WL000076180966 for the construction of 7,100 linear feet of 16-inch PVC potable water line and all appurtenances to serve the City of Alva, Woods County, Oklahoma. The roll was called with the following results. Ayes: Sherman, Eckhardt, Winters, Wallis, Martin, Hannaford, Stelling, Hamilton. Nays: None. Absent: None. The motion was declared carried.

Acknowledge the receipt of DEQ Permit No. WT000076180967 for the construction of one gas chlorine feed system, one chlorination building, one flow meter and all appurtenances to serve the City of Alva, Woods County, Oklahoma. Thereupon it was motioned by Council Member Sherman and seconded by Council Member Winters to acknowledge the receipt of DEQ Permit No. WT000076180967 for the construction of one gas chlorine feed system, one chlorination building, one flow meter and all appurtenances to serve the City of Alva, Woods County, Oklahoma. The roll was called with the following results. Ayes: Sherman, Winters, Martin, Wallis, Stelling, Hamilton, Eckhardt, Hannaford. Nays: None. Absent: None. The motion was declared carried.

Discussion and action on Resolution #2019-001 authorizing participation in the OMAG Recognition Program for FY2018-2019. Mayor Parker reminded Council this would be the second year the City of Alva has qualified for this program. Thereupon it was motioned by Dr. Hannaford and seconded by Council Member Winters to approve Resolution #2019-001 authorizing participation in the OMAG Recognition Program for FY2018-2019. The roll was called with the following results. Ayes: Hannaford, Winters, Stelling, Martin, Wallis, Sherman, Hamilton, Eckhardt. Nays: None. Absent: None. The motion was declared carried.

Discussion and action on the FY2019-2020 purchasing officer designations and limits. City Business Manager Dunham informed Council this must be done on an annual basis. Mr. Dunham reported all have remained the same with the exception of the Alva Regional Airport which has been decreased to a lower amount. Exhibit A is listed below. Thereupon it was motioned by Dr. Hannaford and seconded by Council Member Hamilton to approve the FY2019-2020 purchasing officer designation and limits. The roll was called with the following results. Ayes: Hannaford, Hamilton, Winters, Stelling, Wallis, Eckhardt, Martin, Sherman. Nays: None. Absent: None. The motion was declared carried.

EXHIBIT "A"

FY 2019-2020 Authorized Purchasing Positions by Department

Business Manager

- 1) City Business Manager (up to \$25,000)
- 2) Safety Coordinator (up to \$5,000)
- 3) Business Office Supervisor (up to \$5,000)

Police Department

- 1) Police Chief (up to \$15,000)
- 2) Asst. Police Chief (up to \$5,000)
- 3) Deputy Clerk – Police (up to \$5,000)

Fire Department

- 1) Fire Chief (up to \$15,000)
- 2) Asst. Fire Chief/Fire Marshall (up to \$5,000)

Library Department

- 1) Library Director (up to \$15,000)
- 2) Asst. Library Director (up to \$5,000)

Ambulance Department

- 1) Ambulance Director (up to \$15,000)
- 2) Asst. Ambulance Director (up to \$5,000)

General Government

- 1) Public Works Supervisor (up to \$15,000)
- 2) Public Works Deputy Clerk (up to \$5,000)

Street Department

- 1) Street Supervisor (up to \$15,000)
- 2) Asst. Supervisor (up to \$5,000)

Airport Department

- 1) Airport Manager (up to \$1,000 set by Airport Commission)

Cemetery Department

- 1) Sexton (up to \$5,000)

Water Department

- 1) Water Superintendent (up to \$15,000)
- 2) Asst. Water Superintendent (up to \$5,000)

Discussion and action to authorize the Mayor to sign a contract for the 2019 REAP Grant in the amount of \$55,497.58. Mayor Parker report staff had requested \$40,000 however \$55,497.98 was approved. Thereupon it was motioned by Council Member Sherman and seconded by Council Member Winters to authorize the Mayor to sign a contract for the 2019 REAP Grant in the amount of \$55,497.58. The roll was called with the following results. Ayes: Sherman, Winters, Stelling, Hamilton, Eckhardt, Wallis, Hannaford, Martin. Nays: None. Absent: None. The motion was declared carried.

Discussion and action to enter into a professional agreement with Crafton, Tull & Associates, Inc. for planning services with an estimated cost of \$42,000.00. Mayor Parker informed Council the cost of \$42,000.00 was not set in stone and was expected to less. However, if the cost would exceed \$42,000.00 it would need to com back to Council for additional approval. Council Member Hamilton inquired if Crafton, Tull & Associates was the same firm Left Frame utilized. Mayor Parker reported this firm also represented LeftFrame for a separate purpose and should not affect our comprehensive planning. Thereupon it was motioned by Council Member Hamilton and seconded by Council Member Sherman to approve staff to enter into professional agreement with Crafton, Tull & Associates, Inc. for planning services in an amount not to exceed \$42,000.00. The roll was called with the following results. Ayes: Hamilton, Sherman, Wallis, Stelling, Eckhardt, Hannaford, Martin, Winters. Nays: None. Absent: None. The motion was declared carried.

Discussion and action on the appointment of two At-Large Members to the Land Use Task Force.

- a) Kelly Schrock
- b) Jeff Mapes

Thereupon it was motioned by Dr. Hannaford and seconded by Council Member Hamilton to approve the appointment of two At-Large Members to the Land Use Task Force: Kelly Schrock and Jeff Mapes. The roll was called with the following results. Ayes: Hannaford, Hamilton, Stelling, Wallis, Sherman, Eckhardt, Martin, Winters. Nays: None. Absent: None. The motion was declared carried.

Discussion and action on the re-appointment of members to the Alva Recreation Complex Board for a term ending October 2021.

- a) Mr. Chad Fisher
- b) Mr. Shane Hansen

Thereupon it was motioned by Council Sherman and seconded by Council Member Winters too approve the re-appointment of members to the Alva Recreation Complex Board for a term ending October 2021: Mr. Chad Fisher and Mr. Shane Hansen. The roll was called with the following results. Ayes: Sherman, Winters, Eckhardt, Martin, Hamilton, Hannaford, Wallis, Stelling. Nays: None. Absent: None. The motion was declared carried.

Discussion and action to enter into Executive Session pursuant to 25 O.S. 307 B.1 to discuss the annual evaluation of City Business Manager Joe Don Dunham. Thereupon it was motioned by Council Member Winters and seconded by Council Member Sherman to enter into Executive Session pursuant to 25 O.S. B.1 to discuss the annual evaluation of City Business Manager Joe Don Dunham. The roll was called with the following results. Ayes: Winters, Sherman, Wallis, Martin, Hannaford, Eckhardt, Hamilton, Stelling. Nays: None. Absent: None. The motion was declared carried.

Return from Executive Session.

Action on the annual evaluation of City Business Manager Joe Don Dunham. Thereupon it was motioned by Dr. Hannaford and seconded by Council Member Stelling to approved a favorable annual evaluation of Joe Don Dunham with a continuation of contract. The roll was called with the following results. Ayes: Hannaford, Stelling, Wallis, Winters, Eckhardt, Hamilton, Martin, Sherman. Nays: None. Absent: None. The motion was declared carried.

Remarks and Inquiries by Citizens. (Public comments will be limited, 2 minutes per speaker. Speaker must identify him/herself.)

Remarks and Inquires by Council Members. Mayor Parker reported a citizen had tracked him down to tell him Officer Vasquez had stop to pump her has on a rainy day. Council Member Hamilton reminded everyone the Annual Chamber of Commerce Gala is on February 11, 2019.

There being no further business, the meeting adjourned at 7:58 p.m.

Secretary of Council

ALVA UTILITY AUTHORITY
MEETING JANUARY 22, 2018

The Alva Utility Authority of Woods County, State of Oklahoma, met in regular session in Classroom 3 of the Alva Recreation Complex at 7:58 p.m.; Mayor Kelly Parker called the meeting to order.

Roll was called with the following being present: Daniel Winters, Connor Martin, Christopher Eckhardt, Brandon Sherman, Mary Hamilton, Dr. Bo Hannaford, Randy Stelling, Brian Wallis.

Absent: None.

Discussion and Action on the Consent Agenda.

All of the following items, which concern reports and items of a routine nature normally approved at AUA meetings, will be approved by one vote of the Council. Any member of the Council desiring to discuss an item on the Consent Agenda may request that it be removed from the Consent Agenda and placed for discussion as the next item on the Regular Agenda. It will then be considered separately. The Consent Agenda consists of the consideration and action on the following items:

- a. Approval of the minutes of the regular meeting of December 17, 2018.
- b. Approval of claims in the amount of \$44,095.16 & payroll expenses of \$101,096.58.

Thereupon it was motioned by Council Member Sherman and seconded by Council Member Winters to approve the items on the consent agenda. The roll was called with the following results. Ayes: Sherman, Winters, Eckhardt, Hamilton, Stelling, Martin, Hannaford, Wallis. Nays: None. Absent: None. The motion was declared carried.

There being no further business, the meeting adjourned at 7:59 p.m.

Secretary of Trustees

ALVA ECONOMIC DEVELOPMENT AUTHORITY
MEETING JANUARY 22, 2018

The Alva Economic Development Authority of Woods County, State of Oklahoma, met in regular session in Classroom 3 of the Alva Recreation Complex at 7:59 p.m.; Mayor Kelly Parker called the meeting to order.

Roll was called with the following being present: Daniel Winters, Connor Martin, Christopher Eckhardt, Brandon Sherman, Mary Hamilton, Dr. Bo Hannaford, Randy Stelling, Brian Wallis.

Absent: None.

Discussion and Action on the Consent Agenda.

All of the following items, which concern reports and items of a routine nature normally approved at AEDA meetings, will be approved by one vote of the Council. Any member of the Council desiring to discuss an item on the Consent Agenda may request that it be removed from the Consent Agenda and placed for discussion as the next item on the Regular Agenda. It will then be considered separately. The Consent Agenda consists of the consideration and action on the following items:

- a. Approval of the minutes of the regular meeting of December 17, 2018.
- b. Approval of claims in the amount of \$33,512.39 & payroll expenses of \$23,774.66.

Thereupon it was motioned by Council Member Sherman and seconded by Council Member Winters to approve the items on the consent agenda. The roll was called with the following results. Ayes: Sherman, Winters, Wallis, Hannaford, Martin, Stelling, Hamilton, Eckhardt. Nays: None. Absent: None. The motion was declared carried.

Discussion and action on the payment of NWOSU Foundation's Invoice of the 2018 Fall Semester Scholarship billing in the amount of \$266,037.00. Thereupon it was motioned by Council Member Sherman and seconded by Council member Winters to approve the payment of NWOSU Foundation's Invoice of the 2018 Fall Semester Scholarship billing in the amount of \$266,037.00. The roll was called with the following results. Ayes: Sherman, Winters, Martin, Stelling, Wallis, Hannaford, Eckhardt, Hamilton. Nays: None. Absent: None. The motion was declared carried.

There being no further business, the meeting adjourned at 8:02 p.m.

Secretary of Trustees