

Pursuant to the notice of meetings filed and posted as required by law; a regular meeting of the board of trustees of the Town of Fort Cobb commenced at 5:00 p.m. Monday, April 4th, 2022, in the Conference Room of the Fort Cobb Municipal Building located at 125 E. Main Street, Fort Cobb, Oklahoma.

1.1. Meeting was called to order at 5:06 pm by Mayor Kendra West.

1.2. Present were Mayor Kendra West, Trustees Nancy Henderson. Also present were Town Clerk/Treasurer Lynda Goombi, Town Manager Robert Weaver, Code Enforcement Ronda Weaver, Grant Writer Sheri Hammons, and Attorney Tyler Perryman.

Not Present Trustee Chris Helton.

1.3. No citizen presentation.

2.1.1 Nancy Henderson made the motion to approve 2.1.1 Minutes from Meeting March 7th, 2022, with amendments that were noted. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.1.2. Nancy Henderson made the motion to approve 2.1.2. Monthly Financial Reports March 2022. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.1.3. Kendra West made the motion to approve 2.1.3. List of purchase orders and encumbrances for the month of March 2022. Nancy Henderson second the motion with motion carried. Voting aye Kendra West, and Nancy Henderson.

2.2. No items removed from the consent docket.

2.3.1. Fire Chief Barry Parker advised the Fire Department responded to eleven fires and three medicals for the month of March 2022.

2.3.2. Nancy Henderson made the motion to approve to surplus the old Tanker Truck for the Fort Cobb Fire Department to sale. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.3.3. Nancy Henderson made the motion to approve taking Johnny Gorman off the Fort Cobb Fire Department. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.3.4. Nancy Henderson made the motion to approve Remy Robinson on the Fort Cobb Fire Department with a 90-day probation period. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.3.5. Kendra West made the motion to approve purchasing firefighting gear for Fort Cobb Fire Department not to exceed \$5300 using ARPA funds. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

Nancy Henderson made the motion to amend not to exceed \$5300 to \$6000 using ARPA funds. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.3.6. Nancy Henderson made the motion to approve Bureau of Indian Affairs Branch of Wildland Fire Management Agreement Resolution #20220404C. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.4.1. Animal Control Officer Dave Jenkins presented the trustees with a handout of the activity he has done for the month of March 2022.

2.4.2. Kendra West made the motion to table animal control issues until May 2022 meeting. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.5.1 & 2.5.2. Town Manager Robert Weaver presented the trustees with the street and water department report for the month of March 2022.

2.5.3. Kendra West made the motion to approve the resignation of Johnathan Ellis. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.5.4. Kendra West made the motion to table hiring a street/water laborer until we get more applications turned in. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.5.5. Kendra West made the motion to table putting sod in bar ditches. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.6.1. Sheri Hammons presented the trustees a printout of the activity she has done for the month of March 2022.

2.6.2. Code Enforcement Ronda Weaver advised the trustees she has a couple of projects she is working on. She also advised she was able to assist a person in finding a plot out at the cemetery.

2.6.3. Nancy Henderson made the motion to approve Fort Cobb Town Wide Cleanup to be designated on every Saturday for the month of May from 8am to 12pm at the fairgrounds with roll offs provided and with proper advertisement. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.7.1. Nancy Henderson advised she came across an app called Find a Grave and downloaded to the town's tablet. The app has a button where you can GPS a grave and it will upload to the app. She advised she can document marked graves and upload to the app to help with marking the boards in the cemetery room. The app will also upload alphabetically, and family can also upload obituaries to the plot.

2.7.2. Nancy Henderson made the motion to approve changing the fee from \$600 for nonresidents and \$300 for Fort Cobb residents to charging \$500 per burial plot for all residents and nonresidents of Fort Cobb. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.7.3. Nancy Henderson made the motion to approve the Maintenance Service Agreement between Bruce Crowell and the Town of Fort Cobb. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.8. Kendra West made the motion to approve possible action on Resolution #20220404A to Abide by Grant Rules. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.9. Kendra West made the motion to approve possible action on Resolution #20220404B allowing Mayor to sign documents related to the CDBG. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.10. Nancy Henderson made the motion to approve possible action to certify, if proposed project is funded, it will be properly insured for the life of the asset. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.11. Kendra West made the motion to approve creating the Fort Cobb Public Works Authority. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.12. Kendra West made the motion to approve Resolution 2022-03-07 accepting beneficial interest in the trust created by a trust indenture creating the Fort Cobb Public Works Authority created for and on behalf of the town of Fort Cobb, Oklahoma, in all respects in accordance with the terms of said trust indenture. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.13. Kendra West made the motion to approve turning water accounts over to American Municipal Services. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.14. Kendra West made the motion to approve collection letters to be sent out to delinquent accounts. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.15. Kendra West made the motion to approve acting on the offer made by Corporate Warehouse Supply. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.16. Nancy Henderson made the motion to approve changing the convenience fee charge from \$4 to the prorated type of fee. Kendra West second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.17. Kendra West made the motion to approve Town of Fort Cobb Policies: Cash in Drawer, Document Retention and Destruction, Equal Opportunity Employment, Petty Cash, Traffic Tickets, Fixed Assets, Sexual and Other Harassment. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

2.18. Kendra West made the motion to enter executive session at 7:08 pm per OS 25 307 B (1)(2) discussing the employment, hiring, appointment, promotion, demotion, firing, disciplining on following position and employee(s): Johnathan Ellis, Jimmy Niece, Lynda Goombi, Robert Weaver, Sheri Hammons, Dave Jenkins, Raenee Delgado, and Mike Hendricks. Nancy Henderson second the motion with motion carried. Voting aye Kendra West, and Nancy Henderson.

2.19. Kendra West made the motion to reconvene from executive session at 8:03 pm. Nancy Henderson second the motion with motion carried. Voting aye Kendra West, and Nancy Henderson.

2.20. There was no action taken in executive session.

2.21. Sheri Hammons advised the trustees that Ron Peele with ASCOG public serviced her today and advised the town needs to have their public hearing as soon as possible. Once the trustees come up with a date and time it will have to be posted for seven days. Sheri advised the trustees for the public hearing they do not have to be at the meeting.

Kendra West made the motion to approve a public hearing at city hall on April 13th, 2022, at 7pm. Nancy Henderson second the motion with motion carried. Voting aye Kendra West and Nancy Henderson.

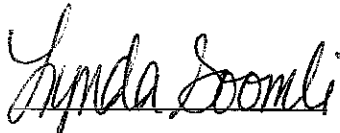
2.22. Nancy Henderson asked Attorney Tyler Perryman to contact the City of Carnegie's Attorney Tom Zynda at Carnegie about the police matter.

2.23. Kendra West made the motion to adjourn meeting at 8:28 pm. Nancy Henderson second the motion with motion carried. Voting aye Kendra West, and Nancy Henderson.



Mayor

ATTEST:



Lynda Goombi, City Clerk

