

**MINUTES
CRESCENT CITY COUNCIL
REGULAR MEETING
DECEMBER 8, 2015**

The Crescent City Council held a Regular Meeting, Tuesday, December 8, 2015, at 6:00 p.m., at the Crescent City Hall Council Chambers, located at 205 N. Grand, Crescent, Oklahoma. Mayor Cummings called the meeting to order:

**PRESENT: PAUL WOOD, VICE MAYOR
MACK BLEVINS, COUNCILMEMBER
KEVIN ARMER, COUNCILMEMBER
BUTCH POWELL, COUNILMEMBER
JANET SMITH, CITY MANAGER
CATRINA MCCRACKEN, CITY CLERK-TREASURER**

ABSENT: GREG CUMMINGS, MAYOR

FLAG SALUTE: Led by Paul Wood

INVOCATION: Led by Paul Wood

APPROVAL OF THE MINUTES FROM THE LAST MEETING(S)

1. November 10, 2015 Regular Meeting

Councilman Blevins made a motion to approve minutes of the November 10, 2015, Regular Meeting, seconded by Councilman Armer. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

REPORT OF THE MUNICIPAL OFFICERS

1. City Manager Report: IT director, Ryan Wallace, discussed solutions to the internet failure problems that the city experienced during the recent ice storm.
2. Code Enforcement: Regular report given.
3. Police Department: Regular report given.
4. Street Department: Regular report given.
5. Fire Department: Acting Chief, Grady Birchfield, reported Paul Johnson step down as chief. The fire department will present their recommendation for the new chief at next month's meeting.

BUSINESS

Consideration of and possible action to be taken on the following items listed on this agenda:

1. Consider and vote on approval of Janet Smith's City Manager Contract (Smith)

Councilman Blevins made a motion to approve Janet Smith's City Manager Contract, seconded by Councilman Armer. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

2. Discuss and take possible action on adding an amendment to Chapter 10 Article 1 Section 10-3 (Free Standing Mobile Homes) of the code of Ordinances:
Allowing for the original occupant who still lives in the structure that was grandfathered in to replace said home with a like home if the grandfathered home is damaged by an “act of God” rendering the residence uninhabitable (Blevins)
Councilman Blevins made a motion to approve an amendment to Chapter 10 Article 1 Section 10-3 of Free Standing Mobile Homes, seconded by Councilman Armer. Vice-Mayor Wood called for the vote:
YES: WOOD, BLEVINS, ARMER, POWELL
NO: NONE
Motion carried.
3. Consider and vote on adopting a new inventory policy for the Crescent Police Department (Smith)
Vice-Mayor Wood made a motion to adopt a new inventory policy for the Crescent PD, seconded by Councilman Blevins. Vice-Mayor Wood called for the vote:
YES: WOOD, BLEVINS, ARMER, POWELL
NO: NONE
Motion carried.
4. Consider and vote on a contract with R.L. Shears Company for engineering services for the Safe Routes To School project (Cummings)
Councilman Armer made a motion to approve a contract with R.L. Shears Co. for engineering services for the Safe Routes To School project, seconded by Vice-Mayor Wood. Vice-Mayor Wood called for the vote:
YES: WOOD, BLEVINS, ARMER, POWELL
NO: NONE
Motion carried.
5. Consider and vote on an engineering contract funding agreement with The Oklahoma Department of Transportation for the Safe Routes To School project (Cummings)
Vice-Mayor Wood made a motion to approve an engineering contract funding agreement with The Oklahoma Department of Transportation, seconded by Councilman Blevins. Vice-Mayor Wood called for the vote:
YES: WOOD, BLEVINS, ARMER, POWELL
NO: NONE
Motion carried.
6. Consider and vote adding a sub wall and electrical to the front wall of the Rock Building of the Fire Department estimated at \$2,200.00 (Smith)
Vice-Mayor Wood made a motion to approve adding a sub wall and electrical to the front wall of the Rock Building of the Fire Department, seconded by Councilman Blevins. Vice-Mayor Wood called for the vote:
YES: WOOD, BLEVINS, ARMER, POWELL
NO: NONE
Motion carried.
7. Approval of City Council Meeting dates for 2016 (Cummings)
Councilman Blevins made a motion to approve City Council Meeting dates for 2016, seconded by Councilman Armer. Vice-Mayor Wood called for the vote:
YES: WOOD, BLEVINS, ARMER, POWELL
NO: NONE
Motion carried.
8. Approval of Holidays for 2016 (Cummings)

Councilman Blevins made a motion to approve the Holidays for 2016, seconded by Vice-Mayor Wood. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

9. Consider and vote on approval of Budget Amendments #7 & #8 to move remaining Code Enforcement Personal Services Budget to CPWA Water Personal Services (McCracken)

Vice-Mayor Wood made a motion to approve Budget Amendments #7 & #8, seconded by Councilman Armer. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

10. Reinvest \$200,000 for the Electrical Sales Trust Fund 12/10/15 with Farmers & Merchants Bank for one year @ .5% (McCracken)

Vice-Mayor Wood made a motion to reinvest \$200,000 for the Electrical Sales Trust Fund 12/10/15 with Farmers & Merchants Bank for one year @ .5%, seconded by Councilman Armer.

Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

APPROVAL OF THE CLAIMS AND PURCHASE ORDERS

1. Checks against the General Fund

Councilman Blevins made a motion to pay checks #21972-22040, seconded by Vice-Mayor Wood. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

2. Consider and vote on approval of Purchase Order #1516217 & check #21977 to Cardinal Engineering in the amount of \$1,500.00 for 100% of CDBG Grant Application Fee for generators (McCracken)

Vice-Mayor Wood made a motion to approve Purchase Order #1516217 & check #21977 to Cardinal Engineering in the amount of \$1,500.00, seconded by Councilman Blevins. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

3. Consider and vote on approval of Purchase Order #1516228 & check #22002 to Kevin Carnes in the amount of \$8,947.50 for door and window replacement on metal side of Fire Department (McCracken)

Vice-Mayor Wood made a motion to approve Purchase Order #1516228 & check #22002 to Kevin Carnes in the amount of \$8,947.50, seconded by Councilman Blevins. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

4. Consider and vote on approval of Purchase Order #1516229 & check #22043 to ODOT in the amount of \$4,811.00 for the city's 20% to R.L. Shears Co. for SRTS Design (McCracken)

Councilman Blevins made a motion to approve Purchase Order #1516229 & check #22043 to ODOT in the amount of \$4,811.00, seconded by Councilman Armer. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

NEW BUSINESS

1. In accordance with the Open Meeting Act, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda.

ADJOURNMENT

There being no further business or comments, Vice-Mayor Wood made a motion to adjourn, seconded by Councilman Blevins. Vice-Mayor Wood called for the vote:

YES: WOOD, BLEVINS, ARMER, POWELL

NO: NONE

Motion carried.

TIME: 7:12 P.M.

Catrina McCracken, City Clerk/Treasurer

Greg Cummings, Mayor