

**MINUTES OF THE MEETING  
CRESCENT CITY COUNCIL AND  
PUBLIC WORKS REGULAR MEETING  
NOVEMBER 08, 2016**

Pursuant to notice as required by law, the Crescent City Council met in regular session at 6:00 p.m. at the Crescent City Hall Council Chambers, located at 205 N. Grand, Crescent, Oklahoma.

**1. CALL TO ORDER**

Mayor Greg Cummings called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

**Present:** Greg Cummings, Mayor  
Mack Blevins, Councilmember  
Jim Neal, Councilmember  
Kelly Varner, Councilmember  
Roy Counts, Councilmember  
Janet Smith, City Manager  
Tonya Oliver, City Clerk-Treasurer

**Others Present:** Chase Biggs, Shannon Wiebelt, Steven Defuentes- City Staff  
Grady Birchfield, Fire Chief  
Mark Radford, The Logan County Courier

**\*\*CONSENT AGENDA\*\***

The Crescent City Council found items #4 through #7 non-controversial and routine in nature. Mayor Cummings made a motion to approve the consent agenda as read. Councilmember Blevins seconded.

**AYES:** Cummings, Blevins, Neal, Varner. **NAYS:** None. Motion carried

4. Approval of the Minutes from October 11, 2016 Regular Meeting
5. Approval of appropriating money for payment of claims from General Fund
6. Items removed from the consent agenda – None
7. Communications from Mayor and Council – None

**\*\*REPORTS\*\***

8. City Manager – Written Report Provided.
9. City Clerk/Treasurer –No Report Given.
10. Police Department – Chief Biggs reported that the evidence room has been expanded and video security set up.
11. Code Enforcement – Shannon Wiebelt reported three properties were mowed and five property owners complied with clearing shrubs and trees from blocking roadways.
12. Fire Department – Chief Birchfield reported a successful Halloween and that preparations are starting on the annual bean supper. There were five fire runs last month.

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**\*\*BUSINESS\*\***

13. Oath of Office and Loyalty Oath for Roy Counts, Ward 2, term expires 3/2017.

14. Consider and Vote on Approval of Ordinance # 456 to notify the public of the publication of the Crescent Municipal Code "2016". (Smith)

Mayor Cummings made a motion to approve item #14. Councilmember Blevins seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

15. Consider and Vote on Approval of Ordinance # 457 an emergency ordinance adopting and enacting a Code of Ordinances, City of Crescent, Oklahoma 2016. (Smith)

Mayor Cummings made a motion to approve item #15. Councilmember Blevins seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

16. Consider and Vote on Approval of Ordinance # 458 to amend the regular meeting time of Crescent City Council to 6:00 P.M. on the second Tuesday of each month. (Smith)

Mayor Cummings made a motion to approve item #16. Councilmember Blevins seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

17. Consider and Vote on Approval of Resolution # 16-17 to establish the National Incident Management System (NIMS) as the standard for incident management in the City of Crescent, Oklahoma. (Smith)

Mayor Cummings made a motion to approve item #17. Councilmember Varner seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

18. Consider and Vote on Approval of addition to Sick Leave Policy (Smith)

Mayor Cummings made a motion to approve item #18. Councilmember Neal seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

19. Consider and Vote on Approval of Purchase Order # 1617200 and Check # 1045 for \$5,000 for grant admin and Check # 23230 for \$2,020 for engineering, totaling \$7,020 to Cardinal Engineering for Invoice #CIV1422. (Oliver).

Councilmember Blevins made a motion to approve item #19. Mayor Cummings seconded.

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**AYES:** Cummings, Blevins, Neal, Varner, Counts. **NAYS:** None. Motion carried

20. Consider and Vote on Approval of Purchase Order # 1617201 and Check # 1046 in the amount of \$6,388 to Cardinal Engineering for Invoice #CIV1542 for grant admin cost. (Oliver).

Mayor Cummings made a motion to approve item #20. Councilmember Blevins seconded.

**AYES:** Cummings, Blevins, Neal, Varner, Counts. **NAYS:** None. Motion carried

21. Consider and Vote on Approval of Resolution # 16-15 to renew lease # 9333600 for two (2) 2015 Dodge C-1500 police vehicles. (Oliver)

Mayor Cummings made a motion to approve item #21. Councilmember Blevins seconded.

**AYES:** Cummings, Blevins, Neal, Varner, Counts. **NAYS:** None. Motion carried

22. Consider and Vote on Approval of Resolution # 16-16 to renew lease # 9495100 for one (1) 2015 Ford Explorer police vehicle. (Oliver)

Mayor Cummings made a motion to approve item #22. Councilmember Blevins seconded.

**AYES:** Cummings, Blevins, Neal, Varner, Counts. **NAYS:** None. Motion carried

23. Consider and Vote on Approval of Purchase Order # 1617205 and Check # 23231 in the amount of \$16,213.74 to F&M Bank for the annual payment of Lease # 9333600 on two (2) 2015 Dodge Ram Trucks. (Oliver)

Mayor Cummings made a motion to approve item #23. Councilmember Neal seconded.

**AYES:** Cummings, Blevins, Neal, Varner, Counts. **NAYS:** None. Motion carried

24. Consider and Vote on Approval of Purchase Order # 1617204 and Check # 23232 in the amount of \$6,996.33 to F&M Bank for the annual payment of Lease # 9495100 on one (1) 2015 Ford Explorer. (Oliver)

Mayor Cummings made a motion to approve item #24. Councilmember Blevins seconded.

**AYES:** Cummings, Blevins, Neal, Varner, Counts. **NAYS:** None. Motion carried

25. Discussion and possible action to transfer 5 lots, described as Oak Grove, Block 42, Lot 7-12 to Crescent Public Works Authority. (Smith)

Councilmember Blevins made a motion to approve item #25. Mayor Cummings seconded.

**AYES:** Cummings, Blevins, Neal, Varner. **NAYS:** Counts. Motion carried

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26. Discussion and possible action to repurpose the City property located at 415 E. Madison (City Pool) (Smith)

Mayor Cummings made a motion to Table item #26. Councilmember Varner seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion Tabled

27. Discussion and possible action on the reuse of the spent dirt (soil) removed from the new water line project to be used to fill in the pool located 415 E. Madison (Neal)

Mayor Cummings made a motion to Take No Action on item #27. Councilmember Counts seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

28. Discussion and possible action on annexation of adjacent properties to the City of Crescent (Neal)

Mayor Cummings made a motion to Take No Action on item #28. Councilmember Neal seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

**\*\*NEW BUSINESS\*\***

29. None.

**\*\*RECESS\*\***

30. Consider and Vote to Recess the Crescent City Council Meeting and Convene Crescent Public Works Authority Meeting

Mayor Cummings made a motion to approve item #30. Councilmember Blevins seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

**\*\*CPWA - CONSENT AGENDA\*\***

The Trustees of the Crescent Public Works Authority found items #31 through #33 non-controversial and routine in nature.

Chairman Cummings made a motion to approve the consent agenda as read. Trustee Blevins seconded.

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**AYES:** Cummings, Blevins, Neal, Varner, Counts. **NAYS:** None. Motion carried

- 31. Approval of appropriating money for payment of claims
- 32. Items removed from the consent agenda – None
- 33. Communications from Chairman and Trustees – None

**\*\*REPORTS\*\***

- 34. Water Department: Stephen reported four (4) meter can leaks and one (1) one-and-a-half-inch line leaks.
- 35. Wastewater Management: The new pump and grinder for the Lift Station have arrived and will be installed soon.

**\*\*BUSINESS\*\***

- 36. Discussion and possible action to elect a new Vice Chairman for Crescent Public Works Authority. (Blevins)

Chairman Cummings made a motion to approve item #36. Trustee Neal seconded.

**AYES:** Cummings, Blevins, Neal, Varner. **NAYS:** None. Motion carried

- 37. Discussion and possible action to appoint Roy Counts as a Trustee for Crescent Public Works. (Cummings)

Chairman Cummings made a motion to approve item #37. Trustee Blevins seconded.

**AYES:** Cummings, Blevins, Neal, Varner. **NAYS:** None. Motion carried

- 38. Discuss and possible action to accept 5 lots, described as Oak Grove, Block 42, Lot 7-12 from the City of Crescent. (Smith)

Chairman Cummings made a motion to approve item #38. Trustee Blevins seconded.

**AYES:** Cummings, Blevins, Neal, Varner. **NAYS:** Counts. Motion carried

**\*\*NEW BUSINESS\*\***

- 39. None.
- 40. Consider and Vote to adjourn the Crescent Public Works Authority Meeting and Reconvene the Crescent City Council Meeting

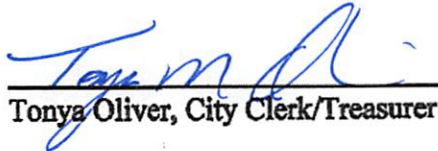
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Chairman Cummings made a motion to approve item #40. Trustee Blevins seconded.

AYES: Cummings, Blevins, Neal, Varner, Counts. NAYS: None. Motion carried

**\*\*ADJOURNMENT\*\***

41. Mayor Cummings adjourned the City Council Meeting.

  
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Tonya Oliver, City Clerk/Treasurer

  
\_\_\_\_\_  
Greg Cummings, Mayor

