

**CITY OF PERKINS
MINUTES
Regular Meeting**

**Tuesday, October 11, 2016, 6:00 p.m.
Commission Boardroom, City Hall Annex, 102 N. Main**

- I. **Call to order, roll call and establish quorum** – The regular meeting of the Perkins City Commission was called to order at 6:01 p.m. on Tuesday, October 11, 2016. Roll was called, present were Jason Shilling, Brian Norton, Amber Johnston, David Lara, and Shannon Terry. Bob Ernst, Matt Devlin, and Rashel Carnefix were also present.
- II. **Prayer**
- III. **Pledge of Allegiance of the United States of America**

The meeting moved to Item VII.

- IV. **Consideration and action on Consent Agenda** – Brian Norton made the motion to approve the consent agenda. Shannon Terry seconded the motion, which passed as follows:
Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
 - A. **Approval of minutes of the regular meeting September 13, 2016**
 - B. **Approval of Purchase Orders**
 - C. **Acceptance of Financial Reports**
 - D. **Approval of Budget Amendment – Streets Payroll**
 - E. **Approval of Budget Amendment – Animal Control Grant**
 - F. **Approval of Budget Amendment – Fire Dept. LifeNet Assistance Funding**
 - G. **Acknowledgement of Federal Emergency Management Authority (FEMA) Letter of Map Revision for Flood Insurance Rate Map**
 - H. **Approval of re-appointment of Linda Barta and Bennett Andrews to Library Board for terms ending June 2017**
 - I. **Approval of Resolution 22-2016, “A RESOLUTION APPOINTING CITY OF PERKINS TRUSTEE TO WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY”**
 - J. **Approval of appointment of Shelby Lauener to Board of Adjustment for term ending June 2019**
 - K. **Acceptance of City Manager’s Report**
- V. **Consideration of items removed from the Consent Agenda** – None.
- VI. **Public appearances, petitions, remonstrances, communications and personal appearances** – None.

The meeting moved to Item VIII.

- VII. **Consideration and discussion from Jo Hyder-Little and Bill Little to address the City Commission with reference to the Perkins Cemetery and possible options for maintenance, upkeep, management, and/or possible ownership of the cemetery** – Bill Little began by reading a letter from Harland Wells, addressed to Bob Ernst, requesting that the City of Perkins take responsibility for the operation of the cemetery from the Perkins Cemetery Association, and offering \$77,000, currently in the Association's possession. Mr. Little is requesting that a conversation be opened between the Association and the City. Mr. Little reported that the cemetery, currently being maintained by volunteers, is in poor

condition. Bob reported that the question about the City assuming ownership of the cemetery has come up a few times to him over the last two years. He stated that it will be a three-to-five-year expensive fight to eradicate the sand burrs. The City already has the Oklahoma Territorial Plaza and Red Bud Assisted Living that don't break even. The City has been cutting the budget, with the downturn in the economy, and does not have the people to take this on right now and do it justice. Mr. Little mentioned that the sale of the plots as well as the excavating fees would go to the City. Mayor Jason Shilling and Brian Norton requested that further information including the exact size of the property, how many plots have been sold, how many plots are available, current financial information, current budget, and estimated costs be gathered for the next meeting. Matt Devlin advised that the \$77,000 would be considered a donation to a municipal cemetery, thus placed into a perpetual care fund and categorized as restricted funds to be used only for capital purchases. Mayor Jason Shilling spoke to the bad timing of the request with the economy as it is and that City staff is stretched thin. Matt advised that it is not legal for the City to help the Association maintain the property. Mr. Little suggested a tax increase to be designated for the cemetery. Jo Hyder-Little and Dusti Shilling spoke to the poor condition of the cemetery and how disappointing it is for those with loved ones buried there. The conversation will continue at the next meeting of the City Commission on November 8, 2016.

The meeting moved to Item IV.

- VIII. Consideration, discussion, and possible action to approve Resolution 21-2016, "A RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM THE RURAL ECONOMIC ACTION PLAN FUND"** – Bob discussed the need for battery back-ups at stoplights located at the intersections of Highways 33 and 177 North; Highways 33 and 177 South (Main Street); and Highway 177 South (Main Street) and Kirk/Freeman Streets. Brian Norton moved to approve Resolution 21-2016. Amber Johnston seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- IX. Consideration, discussion, and possible action to change the designated times of the elementary school zone on Kirk Street from 8:00 a.m. - 4:00 p.m. to 7:30 a.m. - 4:30 p.m. due to the change in the length of the school day** – Brian Norton moved to change the designated times of the elementary school zone. Jason Shilling seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- X. Consideration, discussion, and possible action to approve Ordinance No. 444, "AN ORDINANCE AMENDING SECTION 10-10-8 OF CHAPTER 10 OF THE PERKINS CITY CODE ESTABLISHING MOBILE HOME SITE REQUIREMENTS AND DECLARING AN EMERGENCY"** – Bob explained the change in the language, as recommended by the Planning Commission. Jason Shilling moved to approve Ordinance No. 444. Brian Norton seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XI. Consideration, discussion, and possible action on declaring an emergency on Ordinance No. 444** – Brian Norton moved to declare an emergency on Ordinance No. 444. David Lara seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XII. Consideration, discussion, and possible action to lift the August 12, 2014, temporary moratorium on mobile homes/manufactured homes as recommended by the planning commission at its meeting September 29, 2016** – Brian Norton moved to lift the moratorium. David Lara seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.

- XIII. Consideration, discussion, and possible action to approve BARCO Quote to Upgrade BJM SKG37C Shredder Pumps to address unforeseeable wiring modifications needed for the waste water treatment plant pump replacement** – Shannon Terry moved to approve the quote. David Lara seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XIV. Consideration, discussion, and possible action to approve updates to the City of Perkins Personnel Manual** – Rashel Carnefix discussed the changes to the personnel manual, the most significant of which is the addition of a section clarifying employees' responsibility of caring for City-owned property. Brian Norton moved to approve the personnel manual. Jason Shilling Jason Shilling seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XV. New Business – Under the open meeting act, this agenda item is authorized only for matters not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda** – Bob reported that at a Bandit football game on Saturday, October 8, a woman, who refused to stand for the national anthem, and a man in attendance at the game had a verbal exchange about her actions. The woman posted about the incident on her Facebook page, which has received a lot of response. The woman believes she is being threatened and harassed. Three police reports have been taken: two from her and one from the man involved. She has approached the media, which is reportedly in town tonight. She has spoken with the mayor. The mayor advised and Matt agreed that the Commissioners should encourage anyone who approaches them about their involvement in the incident to file a police report.
- Mayor Jason Shilling also reported that he and Bob attended a Red Bud Assisted Living meeting, and received a report that conditions at the center had deteriorated. The mayor and Bob found no evidence to support this assertion.
- XVI. Adjourn** – David Lara made the motion to adjourn. Amber Johnston seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry, Nay: None.

The regular meeting of the Perkins City Commission was adjourned at 6:47 p.m. on Tuesday, October 11, 2016.

Signed


Rashel Carnefix, City Clerk

Signed


Jason Shilling, Mayor

NOTICE OF THIS MEETING was posted in prominent public view at the principal office of the City of Perkins, Oklahoma, prior to 5:00 o'clock p.m. on Tuesday, October 7, 2016.