

**CITY OF PERKINS  
MINUTES  
Regular Meeting**

**Tuesday, November 8, 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, November 8, 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 recessed to the regular meeting of the Perkins Public Works Authority at 6:03 p.m.

The meeting resumed at 6:14 p.m.

- IV. Consideration and action on Consent Agenda** – Shannon Terry made the motion to approve the consent agenda. David Lara seconded the motion, which passed as follows:  
Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
  - A. Approval of minutes of the regular meeting October 11, 2016**
  - B. Approval of Purchase Orders**
  - C. Acceptance of Financial Reports**
  - D. Approval of Budget Amendment – General Fund OHSO Grant Revenue**
  - E. Approval of Budget Amendment – General Fund Reimbursement for Street Repair**
  - F. Approval of Budget Amendment – General Fund Park & Recreation Mower**
  - G. Approval of Budget Amendment – General Fund Administration Training**
  - H. 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.
- VII. City Engineer's report by Michael Taylor, Cowan Engineering Group** – Michael Taylor reported that the contractor is filling and disinfecting the Main Street water tower. Bacterial tests have been run and results are expected soon. Next up will be to close out the project and make final payment to the contractor.

A 70% plan for the new water tower has been provided for the Commission's review. Once plans are finalized, Cowan will present them to the Department of Environmental Quality (DEQ) and apply for a permit for construction. Commission should consider how the tower should be painted; add-alternates include a decorative fence and base lighting.
- VIII. Consideration, discussion, and possible action regarding update on Main Street Water Tower Rehabilitation Project as funded through proceeds of a general obligation bond in the amount of \$1.285 million approved by an election on April 5, 2016** – No action.

- IX. Consideration, discussion, and possible action on Highway 33 Water Tower Project as funded through proceeds of a general obligation bond in the amount of \$1.285 million approved by an election on April 5, 2016** – Brian Norton moved that the 70% plan provided and presented by Michael Taylor with Cowan Engineering Group be submitted to DEQ for a construction permit. Jason Shilling seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- X. Consideration and discussion with reference to the Perkins Cemetery and possible options for maintenance, upkeep, management, and/or possible ownership of the cemetery** – City Clerk/Finance Director Rashel Carnefix prepared financial reports for projected expense and revenue, should the City take ownership of the cemetery. City Manager Bob Ernst reported that owning the cemetery would be very expensive. Mayor Jason Shilling posed inquiries regarding what the Perkins Cemetery Association has done to address the current situation. City Auditor Bruce Luttrell spoke regarding the cost and indicated that the estimated expense is realistic. He reviewed the four options for funding the cemetery: sales tax, property tax, fee on utility bills, or cut something such as an entire department. Dusti Shilling asked questions regarding the current membership of the Perkins Cemetery Association and if any action has been taken to find new people to serve on that board. Rashel Carnefix reported that David Sasser, representing the Perkins Cemetery Association, informed her that to date in 2016, 11 cemetery lots have been sold at \$400 each and 18 burial services have been held. David Lara suggested that the association publish an article in *The Perkins Journal* explaining the situation and requesting assistance from the members of the community. Bob Ernst volunteered to speak with David Sasser about the possibility of publishing an article in the paper and to convey the City Commission's opinion, which, he was instructed, is not favorable towards taking on the cemetery at this time.
- XI. Consideration, discussion, and possible action to accept Bob Ernst's resignation from the Western Payne County Ambulance Trust Authority, as appointed by Resolution 22-2016** – Bob Ernst resigned because the WPCATA's trust requires that the City of Perkins representative live within city limits. Shannon Terry moved to accept Bob Ernst's resignation. David Lara seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XII. Consideration, discussion, and possible action to select a City of Perkins representative to the Western Payne County Ambulance Trust Authority** – Shannon Terry moved to select Brian Norton as the City of Perkins representative to the WPCATA. Amber Johnston seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XIII. Consideration, discussion, and possible action to approve Resolution 23-2016, "A RESOLUTION APPOINTING CITY OF PERKINS TRUSTEE TO WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY"** – Shannon Terry moved to approve Resolution 23-2016. Jason Shilling seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XIV. Consideration, discussion, and possible action to enter into a lease-purchase agreement with Stroud National Bank in an amount not to exceed \$15,000 for the purchase of one Grasshopper 729 mower with options (pursuant to state contract pricing from Walker Welding, LLC)** – Bob Ernst reported that these three payments can be funded through annual sales tax revenue. Brian Norton to approve the lease-purchase agreement. David Lara seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.

- XV. Consideration, discussion, and possible action to approve Ordinance 445 "AN ORDINANCE AMENDING SECTION 1-8-25 OF CHAPTER 1 OF THE PERKINS CITY CODE TO PROVIDE FOR FEES AND COURT COSTS AND DECLARING AN EMERGENCY."** – David Lara moved to approve Ordinance 445. Amber Johnston seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XVI. Consideration, discussion, and possible action on declaring an emergency on Ordinance No. 445** – Brian Norton moved to declare an emergency on Ordinance No. 445. David Lara seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XVII. Consideration, discussion, and possible action to approve Fiscal Year 2017 Emergency Management Program Grant Contractual Agreement** – Brian Norton moved to approve the FY2017 EMPG agreement. David Lara seconded the motion, which passed as follows: Yea: Shilling, Norton, Johnston, Lara, Terry Nay: None.
- XVIII. 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** – None.
- XIX. Adjourn** – Jason Shilling made the motion to adjourn. David Lara 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 6:50 p.m. on Tuesday, November 8, 2016.

Signed Rashel Carnefix  
Rashel Carnefix, City Clerk

Signed Jason Shilling  
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 Monday, November 7, 2016.