

The Town of  
**Coyle**

116 West Main Street

P.O. Box 248

Coyle, OK 73027

P (405) 466-3741

F (405) 466-2644

[townofcoyle.myruralwater.com](http://townofcoyle.myruralwater.com)

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**BOARD OF TRUSTEES MEETING**

**Regular Session Minutes**

**116 West Main St**

**Coyle, OK 73027**

**Tuesday, July 12, 2022**

Notice for the regular meeting for the Town of Coyle, Oklahoma was posted on Monday, July 11, 2022, before 5:00 pm and held on Tuesday, July 12, 2022, in Town Hall located at 116 W Main St, Coyle, OK 73027.

Meeting was called to order at 7:02 pm by Carl Long.

**Members Present:** Mayor – Carl Long  
Trustee – JoAnn Hale  
Trustee – Dustyn King

**Staff:** Linde Vogan – Town Clerk  
Charles Downey – Fire Chief

**Guests Present:** Matt Devlin – Town of Coyle Attorney  
Jan Calvert  
Jason Hale  
Grant Cummings

**Consent Agenda:** Motion made by JoAnn Hale to accept the Consent Agenda  
Dusty King – Seconded  
Motion Carried Unanimously – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, Aye

**Discussion with Matt Devlin:** A list of questions and concerns was sent to Matt to address at tonight's meeting.  
First question is about the Conflict of Interest with Emergency Management and two members being on the Board of Trustees. This particular issue has not been addressed. There are a few opinions from the AG, however they are not specific to this situation. If both parties recuse themselves from voting on Emergency Management issues, then there is no quorum therefore, nothing will ever be able to be approved. Board cannot force resignation from the EM department, however, anything that comes up to vote will be denied due to the abstaining. Board could dissolve the Deputy Director position if desired. Could just ignore

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the conflict and vote, however then anything passed would be open to question.

Second question is about a volunteer being able to be our Code Enforcer. Code enforcement training is relatively new. Statutes state an Employee, employed or otherwise assigned and the question was raised as to if the code enforcer needs to be an employee. Can a Board member sign off on the violations if the volunteer does the paperwork? The individual that is filing a complaint about an ordinance violation would have to attend court. Can vote to take the current State Statute and adopt it into our ordinances. Take any updates voted to dopt, to the County Clerk for filing. Ordinances are to be updated every 10 years. Need to address the issue of cell towers. Survey board members for things within the ordinances of particular interest to them. His office would update the court costs that are not at the current rates.

Third question is about the appointment of a Volunteer Chief. Stated that the Board approves the appointment of the chief.

Fourth question, our court is not a court of record. How do we become a court of record? The Town cannot be a court of record because our population is not over 65,000. Often what happens is that a nonpayment of property tax is what triggers a sheriff's sale on an abandoned property.

Fifth question, is about the requirement of worker's comp insurance for contract laborers. Follow what the letter from CompSource stated. Either has to have it or have a signed waiver that is approved by the State. We have a licensed judge so there is no cap on fines that can be given. We may need to enter into a jail agreement with Logan County. The Town can use a collection agency to collect on past due, this would be Matt's recommendation. Judge could issue the judgement and then the Town can take the judgement over to small claims court, however going with a collection agency may be a better way to try to collect. A citizen can come and file a complaint and the Board can sign an ordinance violation requesting the individual to attend court. Code Enforcement Volunteer could not complete the steps leading up to the lien process. However, a volunteer that observes a violation, could file a complaint, but then has to be willing to testify in court against the violation.

Sixth question is pertaining to the Educational Trust. Refer back to the trust indenture for requirements and responsibilities of the Trustees. Last bond payment is to be made in September of next year. Hopefully at that time the trust can be dissolved. This is for the building of the new gym. Should be able to dissolve the trust at the time of the last bond payment is made. Might need to approach the school board and let them know that we would like to dissolve the trust.

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In our ordinances it states that we are to have a lawyer on retainer. Wasn't planning on attending monthly meetings so the original arrangement is that he is available as needed to ask question and/or sign something for us as our Town attorney. May need to amend the ordinance that states we are to have an attorney on retainer. There is a requirement in state law, anytime something is appealed to district court, if you don't have a full time city attorney, then the DA's office is available to prosecute the case for us. OMAG has gotten active over the last 5 years and will come and host a roundtable training with our Board. They have created some example polices and procedures.

May need to schedule more Special Meetings because there is too much on the agenda for the regularly scheduled meetings.

**Fire Department Report:**

11 medical calls, 1 grass fire, 1 structure fire, 1 car wreck, 1 other fire, 14 mutual aid calls, 2 calls canceled in route. Hosted a hose deployment training with Meridian last month on the 5<sup>th</sup>, on the 11<sup>th</sup> several individuals attended the pipeline awareness class. Had one tire repair.

**Maintenance Report:**

Kevin has been mowing and did some cleanup at the park before our event.

**Cemetery Report:**

Have received a couple of phone calls about the cemetery. Have one individual that is interested in purchasing plots. Current pricing is 3-person format at \$300.00 and 5-person format at \$600.00. There is the ability to purchase just a single plot.

Motion made by Dusty King to amend current pricing to \$300.00 per plot.

Seconded – JoAnn Hale

Motion carried unanimously – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, Aye

**Court Clerk Report:**

Nothing to Report.

**Emergency**

**Management Report:**

Assisted the FD with 3 fire calls, 2 power poles down, assisted in the 4<sup>th</sup> of July Celebration. Had quarterly review with the regional director. CPR Certification class scheduled with Meridian Fire Department later this month. We are sending 4 boys to the Youth Preparedness Camp in Tahlequah next week. Still planning on doing an active shooter training at the school but it is still in the works. Probably need to schedule a special meeting to discuss the Emergency Management issue. Within the next couple of weeks need to schedule a special meeting to discuss this issue.

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**Appointment of Mayor:** Motion made by JoAnn Hale to appoint Carl Long as mayor because he has more experience.

Seconded – Dusty King

Motion carried – Carl Long, JoAnn Hale, Aye, Dusty King, Aye

**Audit Proposal:**

JoAnn received a phone call from someone that was suggested by the bank to catch up on our audits. She would like to interview the auditor's before choosing one. We received our first bill from the State Auditor's office. Motion made by Dusty King to move audit invoice discussion up to this discussion.

Seconded – JoAnn Hale

Motion carried – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, Aye

When a discussion with DEQ was had, they suggested the possibility of OWRB having grants to help little Town with their audits. Would like to explore this option to help pay for the State Audit. We are paying the other audit off at \$50.00 per month. The suggestion has been made to do the same with this audit.

Motion made by JoAnn Hale to pay \$50.00 a month for now and see where it gets us.

Seconded – Dusty King

Motion carried – Carl Long, aye, JoAnn Hale, aye, Dusty King, aye

**Payne County  
Communication  
Committee:**

The Fire Department has area in Payne County which is why we were invited to participate in this committee. May need to send someone from the Fire Dept. Charles will let me know who can be our representatives for this committee.

Motion made by JoAnn Hale to send a couple people from the Fire Department

Seconded – Dusty King

Motion carried – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, Aye

**Street Signs:**

Figured it would be about \$2500.00 to finish ordering the street signs that need to be replaced.

Motion made by Dusty King to order the remaining street signs if under \$2500.00.

Seconded – JoAnn Hale

Motion carried – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, Aye

It was mentioned that we might ask our residents to update their house numbers as well. Question was asked if the Town could help residents update the numbers if they are unable to.

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**Resolutions 23-01 and 23-02:** Motion made by JoAnn Hale to add Dusty King as a signer on the OSB accounts and the Payne County Bank accounts.

Seconded – Carl Long

Motion carried – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, abstained

**Party at the Park:** Had a good turnout. Everyone that we have heard from had a great time. There is a breakdown of what we spent and what we earned. Have several items leftover that we can use on our next event. Heard rave reviews about the firework show.

**Coyle Fall Festival:** We are looking at September 24<sup>th</sup> as the date for our Coyle Fall Festival. The school has a couple of events that day, but are hoping having the event that day would draw in some individuals here for that event. It was discussed that this might be an alumni weekend and might not be the best choice for the date.

**Resolution 23-04:** General Fund Budget Resolution. A question was raised about spending the ARPA funds on past audits and if that falls into the rule about not being able to use the funding to pay off old debts. The understanding is once the ARPA funding is claimed as lost revenue, we can use it for any governmental uses. We haven't incurred any debt for the audits yet, we have an old responsibility not and old obligation. Will double check with OML on this. This Resolution allows a little push and pull if needed without doing a budget amendment. Interfund transfers account for money spent by the different accounts.

Motion made by Dusty King to accept Resolution 23-04-General Fund Budget.

Seconded – Carl Long

Motion carried – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, Aye

**New Business:** None

**Adjourned:** Motion made by JoAnn Hale to adjourn meeting

Seconded – Dusty King

Meeting adjourned at 9:17 pm.

**Next Meeting:** Next meeting is scheduled for August 9, 2022

  
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Carl Long, Mayor

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*Linde Vogan*

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Linde Vogan, Town Clerk