

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

BOARD OF TRUSTEES MEETING

Special Session Minutes

116 West Main St

Coyle, OK 73027

Saturday, June 18, 2022

Notice for this special meeting for the Town of Coyle, Oklahoma was posted on Wednesday, June 15, 2022, before 5:00 pm and held on Saturday, June 18, 2022, at 3:00 pm in Town Hall located at 116 W Main St, Coyle, OK 73027.

Meeting was called to order at 3:03 pm by Carl Long

Members Present: Interim Mayor – Carl Long
Trustee – JoAnn Hale
Trustee – Dusty King

Staff: Linde Vogan – Town Clerk
Aaron Schmidt – Water Operator

Guest: Jan Calvert
Devon Costner

FY 2023 Budget: Copies of a summary of FY 22 projected actuals and FY 23 budget as well as a copy of the same broken down by months. One change was made on the audits showing that an additional \$500.00 was set aside for the school bond instead of being for the Towns audits. Totals amount set aside are the same, just the allocations are different. The superintendent states that they have an audit of every year and can send that information to us. However, according to BancFirst it is not the same audit. The bond audit is a different audit. It is an Audit of the trust which we, the Town, are administrators for. The question was posed about the financial audits cost that was shown as an expense for FY 2022. That money listed there has been appropriated for financial audits and move out of the General Fund over to the Audit Fund to be used for Financial Audits. Voted at the last meeting to set aside \$8,000 for the financial audit for FY 2022. we have not yet expended any money for the financial audits. Also have appropriated funds for the Depot as well as the Financial Audit funds. We are delinquent 4 years' worth of audits and then have the FY 22 audit to do. The \$600.00 paid to the State Auditor's Office is from the previous audit which cost Us over \$15,000.00. We are receiving some restitution payments from a previous embezzlement case. Would like to look out there and see if there are

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grants to help pay for the current audit being done at the State Auditor's office. We no longer have dental/vision insurance benefits. Received updated amount for our next ARPA allocation which is expected in September 2022. The city covers the deficit for the cemetery. One of our to-do projects to establish prices for lots. The town does sell lots to the cemetery. Have 2 deeds that have been found that have not been recorded. Need to continue working on updating the cemetery paperwork. Cemetery receives some donations throughout the year, but doesn't receive much and we try to not use the funds. One of the compressors of the air conditioner is not working. Need to have someone out here to see if they could look at it. The question was posed whether we need to budget to replace the air conditioner. The budget can be approved with the errors that need to be made or another meeting would need to be scheduled to approve it. We can upload the budget when complete into Fastfund and keep track month to month on our budget. We can do a budget amendment if necessary to replace the entire unit. The question was posed about the allocated audit funds and how they need to be budgeted for next year to show when they are spent. Need to follow up with OML to see how the appropriated funds need to be budgeted next year for them to be spent. We have until July 31st to have it turned in to the state.

Motion made by JoAnn Hale to accept budget after fixing a few totals errors that do not affect the grant total. We will run it back through everyone once it is in the proper format, hopefully by the July meeting.

Seconded – Dusty King

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

Code Enforcement:

We have a volunteer that is willing to do code enforcement. She will not be partial. If anybody is breaking the ordinances, they will be written up for it. Everyone needs to be sent a letter but to hold it to 4-5 cases that will need to go before the judge. Our ordinances need to be updated to allow liens to be filed on vacant residences that are empty and not being taken care of. Second liens can request the property to go to a sheriff's sale. We can make an impact with the way our ordinances are now, however we cannot do anything with the abandoned properties. The state statutes state "Employees hired or otherwise assigned". The question was posed about the fact that the statutes states employees. It was also mentioned that there is no money exchanging hands so it is not nepotism. Only if someone is paid is when the nepotism laws are invoked. Not all volunteers have to be appointed, but for bigger projects, they have been just so no questions are raised. A volunteer check is also run for all volunteers. Would like to run by the attorney the question about both state statutes starting out with the word "Employee".

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Motion made by JoAnn Hale to accept Kristi's offer as a volunteer, she can start reviewing the ordinances and we will drop a note to the attorney and even if she can't write the ordinance violations; she can do the work and the Board can write the violations.

Seconded – Dusty King, with provision that it goes through the attorney

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

I did speak to the judge at one time and it may be possible for the date of court to be changed if needed. May be able to do it on Wednesday.

**Employee Work
Assignments:**

We now have two maintenance guys and we need to make sure that the work is being correctly assigned. Aaron needs to concentrate on our lagoons. Don't have to have a license to mow and remove weeds from the lagoons. We have a drainage issue on the east side of Town. We own the alleys and the streets. If there needs to be a ditch, then we need to add one. Aaron's position is to focus on the Lagoon/Water as well as street maintenance. Employee issues are discussed in executive sessions. The Town made need to purchase an impact so that maintenance of the Town's property can be done at the Town shop. It is important to have the tools needed in the Town shop for Town Maintenance.

Employees do not need to battling each other. If there is an issue between employees, it needs to be brought up to the Board. Might need to look into restarting the Cemetery Association. There would be an oversight committee that would take care of the cemetery, not taking it out of the Town.

Motion made by JoAnn Hale to define job responsibilities:

Kevin's primary function – mowing and trees.

Aaron's primary functions – Water, Sewer, Street Maintenance and Mowing as needed.

Seconded – Dusty King

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

Adjourned:

Motion made by Carl Long to adjourn at 5:15 pm.

Seconded – JoAnn Hale

Carl Long

Carl Long, Interim Mayor

Linde Vogan

Linde Vogan, Town Clerk