

# Town of Carney Regular Council Meeting Agenda & Minutes

Town Council a/k/a The Board of Trustees of the Town of Carney will meet at 6:00 pm on Thursday, July 13<sup>th</sup>, 2023, at the Community Center.

Any person addressing the Council has three minutes to express their concerns and/or opinions.

**Call to Order:** Meeting was called to order at 6:00pm by Mayor Gibbs.

## Roll Call of Members

**Present:** Jason Hubach, Greg Wolfe, Constance Wallace, Darrel Gibbs

**Absent:** None

### 1. Discussion and possible action to approve the minutes to the previous meeting(s).

A motion to approve the minutes to both the Regular Meeting on 6.8.23 and the Special Meeting on 6.15.23 was made by Greg Wolfe, 2<sup>nd</sup> by Constance Wallace.

Yea: All      Opposed: None

### 2. Discussion and possible action regarding the Police Department Report given by Chief Jeremy Gibbs.

A motion to approve the Police Department Report given by Chief Jeremy Gibbs was made by Jason Hubach, 2<sup>nd</sup> by Greg Wolfe.

Yea: All      Opposed: None

### 3. Discussion and possible action regarding a proposed Policy for Personnel Time Management for the Carney Police Department.

A motion to approve the Personnel Time Management Policy & Procedure Number PD-23-01 was made by Greg Wolfe, 2<sup>nd</sup> by Jason Hubach.

Yea: All      Opposed: None

### 4. Discussion and possible action regarding the Fire Department Report given by Mayor Gibbs.

A motion to approve the Fire Department Report given by Mayor Gibbs was made by Jason Hubach, 2<sup>nd</sup> by Constance Wallace.

Yea: All      Opposed: None

### 5. Discussion and possible action on a quote to replace the tires on the Fire Department engine truck provided by Fred's Tire & Battery to in the amount of \$2,630.28.

A motion to approve the quote from Fred's Tire and Battery in the amount of \$2,630.28 was made by Darrel Gibbs. 2<sup>nd</sup> by Greg Wolfe.

Yea: All      Opposed: None

### 6. Discussion and possible action regarding the Emergency Management Report given by Sarah Smith.

No Action- Nothing to Report

### 7. Discussion and possible action regarding the Town Administrator Report given by Phillip Newlun.

A motion to approve the Town Administrator Report given by Phillip Newlun was made by Jason Hubach, 2<sup>nd</sup> by Darrel Gibbs.

Yea: All      Opposed: None

### 8. Discussion and possible action on a request from Clayton Beachy to address council regarding moving a 12X24 building onto his property located at 306 Maddox.

A motion to approve Mr. Beachy moving a 12X24 building onto his property at 306 Maddox was made by Darrel Gibbs, 2<sup>nd</sup> by Constance Wallace.

Yea: All      Opposed: None

**9. Discussion and possible action on a request for Sandra Tharp-Thee to address council regarding establishing a public library and small history museum in Carney.**

No Action.

**10. Discussion and possible action on a request from Craig and Carrie Hunt to address council seeking approval for Ag Business Use at 602 S Hwy 177.**

No action- this is permitted use.

**11. Discussion and possible action regarding an Application for Specific Use Permit from Roshan Budathoki.**

No action- need to notify the Planning & Zoning Commission to set up a Notice of Public Hearing.

**12. Discussion and possible action to apply the escrow credit of \$239.00 to reduce our 2023-2024 premium for the Worker's Compensation renewal.**

A motion to apply the escrow credit of \$239.00 to our 2023-2024 premium for Worker's Compensation Policy was made by Greg Wolfe, 2<sup>nd</sup> by Jason Hubach.

Yea: All      Opposed: None

**13. Discussion and possible action to approve the terms of engagement letter from CPA, Amy Hale for fiscal year ending June 30, 2024.**

A motion to approve the terms of engagement letter from CPA, Amy Hale for the FY ending June 30, 2024 was made by Greg Wolfe, 2<sup>nd</sup> by Darrel Gibbs.

Yea: All      Opposed: None

**14. Discussion and possible action to call a Special Election for the purpose of filling the Board of Trustees seat vacated by Jacob Thompson, to serve until the next general municipal election.**

No action.

**15. Discussion and possible action to go into executive session pursuant to 25 Oklahoma Statute, section 307 to discuss the employment, hiring, appointment, promotion, demotion, discipling, or resignation of Town Clerk-Treasurer/Court Clerk/Officer Manager, Tara Donovan.**

A motion to enter executive session was made by Jason Hubach, 2<sup>nd</sup> Darrel Gibbs.

Yea: All      Opposed: None

**16. Discussion and possible action to return to Open Session.**

A motion to return to Open Session was made by Darrel Gibbs, 2<sup>nd</sup> By Jason Hubach.

Yea: All      Opposed: None

In the executive session only matters discussed were as set forth in the agenda, no action and no votes were taken.

**17. Discussion and possible action regarding the employment, hiring, appointment, promotion, demotion, discipling, or resignation of Town Clerk-Treasurer/Court Clerk/Officer Manager, Tara Donovan.**

A motion to increase Tara's required work hours from 30 to 35 hours per week, to increase the annual salary of the Court Clerk to \$23,727.10 and to increase the annual salary of the Office Manager to \$4,887.10 for a total annual increase of \$5,374.20 effective immediately was made by Darrel Gibbs, 2<sup>nd</sup> by Jason Hubach.

Yea: All      Opposed: None

**18. Discussion and possible action to approve vendor invoices and payroll.**

A motion to approve vendor invoices and payroll was made by Greg Wolfe, 2<sup>nd</sup> by Jason Hubach.

Yea: All      Opposed: None

**19. New Business (any matter not known about, or which could not have been reasonably foreseen prior to the time of posting this agenda.)**  
No action.

**20. Discussion and possible action to adjourn.**

A motion to adjourn was made by Darrel Gibbs, 2<sup>nd</sup> by Constance Wallace.

Yea: All      Opposed: None

**Meeting was adjourned at 7:38pm**

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_