

THE CITY OF CHEROKEE IN THE STATE OF OKLAHOMA MET IN A REGULAR MEETING OF THE CDA IN THE CITY OF CHEROKEE IN THE CITY HALL, 112 N. GRAND, CHEROKEE, OK THIS 14<sup>TH</sup> DAY OF APRIL 2021.

PRESENT:

JEREMY HICKMAN, MAYOR PRO-TEM  
LANCE MILLER, COUNCIL MEMBER  
DAVID COLLINS, COUNCIL MEMBER

ABSENT:

KAREN HAWKINS, MAYOR  
ADRIENNE WESSELS, COUNCIL MEMBER

PRESENT:

MICHAEL JONES, CITY MANAGER  
AMBER K. WILHITE, CITY CLERK

ALSO IN ATTENDANCE:

RYAN MCNEIL  
KOLBY ARNOLD  
AMY MADISON  
TRACY REED, MEACHAMS CPAS

MAYOR PRO-TEM JEREMY HICKMAN CALLED THE MEETING TO ORDER AT 6:00 P.M.

AMBER WILHITE CALLED THE ROLL AND MAYOR PRO-TEM JEREMY HICKMAN DECLARED A QUORUM WAS PRESENT.

MINUTES FROM THE MARCH 10<sup>TH</sup>, 2021, REGULAR MEETING WERE TABLED, AS A QUORUM OF THOSE IN ATTENDANCE FROM THE MEETING WAS NOT IN ATTENDANCE TO VOTE ON SAID MINUTES. MINUTES WILL BE CONSIDERED ON THE NEXT AGENDA.

LANCE MILLER THEN MADE THE MOTION, SECONDED BY DAVID COLLINS, TO APPROVE THE CLAIMS LIST.

AYE:	LANCE MILLER	NAY: NONE	ABSENT: ADRIENNE WESSELS	ABSTAIN: NONE
	JEREMY HICKMAN		KAREN HAWKINS	
	DAVID COLLINS			

TRACY REED WITH RS MEACHAM CPA'S PRESENTED THE MARCH 2021 FINANCIAL STATEMENTS.

DAVID COLLINS THEN MADE THE MOTION, SECONDED BY LANCE MILLER, TO APPROVE THE MARCH 2021 FINANCIALS.

AYE:	LANCE MILLER	NAY: NONE	ABSENT: ADRIENNE WESSELS	ABSTAIN: NONE
	JEREMY HICKMAN		KAREN HAWKINS	
	DAVID COLLINS			

COUNCIL THEN DISCUSSED AND CONSIDERED AMY MADISON'S WATER BILL. WITH A WATER LEAK THAT HAD AFFECTED TWO BILLING STATEMENTS, AMY MADISON REQUESTED THAT COUNCIL ADJUST THE SECOND BILL.

LANCE MILLER THEN MADE THE MOTION, SECONDED BY DAVID COLLINS, TO APPROVE ADJUSTING AMY MADISON'S WATER BILL.

AYE: LANCE MILLER NAY: JEREMY HICKMAN ABSENT: ADRIENNE WESSELS ABSTAIN: NONE  
DAVID COLLINS KAREN HAWKINS

MOTION FAILS.

COUNCIL THEN DISCUSSED AND CONSIDERED THE CITY MANAGER'S SEWER-MAIN BREAK EMERGENCY NOTIFICATION DATED 03-18-21.

LANCE MILLER THEN MADE THE MOTION, SECONDED BY DAVID COLLINS, TO APPROVE THE CITY MANAGER'S SEWER-MAIN BREAK EMERGENCY NOTIFICATION DATED 03-18-21.

AYE: LANCE MILLER NAY: NONE ABSENT: ADRIENNE WESSELS ABSTAIN: NONE  
JEREMY HICKMAN KAREN HAWKINS  
DAVID COLLINS

MANAGER'S REPORT

MICHAEL JONES PRESENTED THE FOLLOWING:

- THE 720' OF SEWER MAIN ALONG 5<sup>TH</sup> STREET HAS BEEN REPAIRED.
- CITY WAS NOTIFIED OF A SEWER BACKUP AT 105 E. ADAMS. IT WAS DETERMINED THERE WAS A PROBLEM WITH THE CITY MAIN. JET RODDER WAS USED TO ALLOW THE MAIN TO BEGIN FLOWING PROPERLY.
- WE RECEIVED A CITIZEN'S COMPLAINT OF SMELL OF SEWER IN THE AREA OF 414 E. 7<sup>TH</sup>. IT WAS DETERMINED THERE WAS A PROBLEM WITH THE SEWER SERVICE LINE, CAUSING A SEWER BACKUP. THE RESIDENT WAS NOTIFIED AND GIVEN 10 DAYS TO ADDRESS THE PROBLEM. FAILURE TO COMPLY WILL RESULT IN WATER SERVICE BEING DISCONTINUED AND CITATIONS ISSUED.
- THERE IS A WATER MAIN THAT NEEDS REPAIRED AT 4<sup>TH</sup> AND PENN. TO MAKE THIS REPAIR, WATER SERVICE TO THE CITY OF CHEROKEE WILL BE TEMPORARILY SUSPENDED. DURING THIS TIME, WE WILL ALSO ADDRESS A LEAKING FIRE HYDRANT AT 10<sup>TH</sup> AND PENNSYLVANIA AND INSTALL A SHUT-OFF VALVE TO THE FIRE SPRINKLER SYSTEM AT 1100 MEMORIAL DRIVE. THIS IS SCHEDULED TO OCCUR NEXT WEEK. THE EXACT DATE WILL BE DETERMINED WHEN WE RECEIVE THE APPROPRIATE SUPPLIES TO MAKE THE REPAIRS.

LANCE MILLER THEN MADE THE MOTION, SECONDED BY DAVID COLLINS, TO APPROVE THE MANAGER'S REPORT.

AYE: LANCE MILLER NAY: NONE ABSENT: ADRIENNE WESSELS ABSTAIN: NONE  
JEREMY HICKMAN KAREN HAWKINS  
DAVID COLLINS

NEW BUSINESS:

THERE BEING NO FURTHER BUSINESS, LANCE MILLER THEN MADE THE MOTION, SECONDED BY DAVID COLLINS TO ADJOURN THE MEETING AND ROLL WAS CALLED WITH THE FOLLOWING VOTE: (MEETING ADJOURNED AT 6:21 P.M.)

AYE:	LANCE MILLER	NAY: NONE	ABSENT: ADRIENNE WESSELS	ABSTAIN: NONE
	JEREMY HICKMAN		KAREN HAWKINS	
	DAVID COLLINS			

ATTEST:

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AMBER K. WILHITE, CITY CLERK

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KAREN HAWKINS; MAYOR  
JEREMY HICKMAN; MAYOR PRO-TEM

THE CITY OF CHEROKEE IN THE STATE OF OKLAHOMA MET IN A REGULAR MEETING OF THE CITY OF CHEROKEE IN THE CITY HALL, 112 N. GRAND, CHEROKEE, OK THIS 14th DAY OF APRIL 2021.

PRESENT:

JEREMY HICKMAN, MAYOR PRO-TEM  
LANCE MILLER, COUNCIL MEMBER  
DAVID COLLINS, COUNCIL MEMBER

ABSENT:

KAREN HAWKINS, MAYOR  
ADRIENNE WESSELS, COUNCIL MEMBER

PRESENT:

MICHAEL JONES, CITY MANAGER  
AMBER K. WILHITE, CITY CLERK

ALSO IN ATTENDANCE:

RYAN MCNEIL  
CHRIS PADILLA  
KOLBY ARNOLD  
TRACY REED, MEACHAMS CPAS

MAYOR PRE-TEM JEREMY HICKMAN CALLED THE MEETING TO ORDER AT 6:21 P.M.

AMBER WILHITE CALLED THE ROLL AND MAYOR PRO-TEM JEREMY HICKMAN DECLARED A QUORUM WAS PRESENT.

DAVID COLLINS THEN MADE THE MOTION, SECONDED BY LANCE MILLER, TO APPROVE THE MINUTES FROM THE MARCH 10<sup>TH</sup>, 2021, REGULAR MEETING.

AYE:	LANCE MILLER	NAY: NONE	ABSENT: ADRIENNE WESSELS	ABSTAIN: NONE
	JEREMY HICKMAN		KAREN HAWKINS	
	DAVID COLLINS			

DAVID COLLINS THEN MADE THE MOTION, SECONDED BY LANCE MILLER, TO APPROVE THE CLAIMS LIST.

AYE:	LANCE MILLER	NAY: NONE	ABSENT: ADRIENNE WESSELS	ABSTAIN: NONE
	JEREMY HICKMAN		KAREN HAWKINS	
	DAVID COLLINS			

TRACY REED WITH RS MEACHAM CPA'S PRESENTED THE MARCH 2021 FINANCIAL STATEMENTS.

LANCE MILLER THEN MADE THE MOTION, SECONDED BY DAVID COLLINS, TO APPROVE THE MARCH 2021 FINANCIALS.

AYE:	LANCE MILLER	NAY: NONE	ABSENT: ADRIENNE WESSELS	ABSTAIN: NONE
	JEREMY HICKMAN		KAREN HAWKINS	
	DAVID COLLINS			

## MANAGER'S REPORT

MICHAEL JONES THEN PRESENTED THE FOLLOWING:

- ELECTION RESULTS
  - THERE WILL BE A SPECIAL MEETING ON MONDAY, MAY 3, 2021, AT 8:30 A.M. DURING THIS MEETING, THE MAYOR WILL BE SWORN IN, VACANT SEATS WILL BE APPOINTED AND SWORN IN, AND A NEW VICE-MAYOR WILL BE ELECTED.
- APPRECIATION MEET AND GREET FOR MAYOR KAREN HAWKINS
  - AN APPRECIATION MEET AND GREET WILL TAKE PLACE AT 5:30 P.M. AT CITY HALL ON MAY 3, 2021. THIS EVENT WILL BE OPEN TO THE COMMUNITY, PROVIDING AN OPPORTUNITY TO SAY, "THANK YOU" FOR KAREN HAWKINS MANY YEARS OF SERVICE.
- INSURANCE UPDATE
  - OMAG CONDUCTED A REASSESSMENT OF ALL CITY PROPERTY. DUE TO THE INCREASED APPRAISALS OUR ANNUAL INSURANCE PREMIUMS WILL GO UP FROM \$16,952 TO \$21,656 FOR A DIFFERENCE OF \$4,704.
  - WE WILL RECEIVE \$58,004.75 FROM INSURANCE CLAIM ON OLD CITY HALL.
    - MIKE JONES WILL BE RECEIVING QUOTES ON DEMOLITION OF THE FRONT OFFICES, ALLOWING SPACE FOR FUTURE BUSINESS TO HAVE STOREFRONT ACCESS TO OUR DOWNTOWN DISTRICT.
  - WE WILL RECEIVE \$5,138.62 FROM INSURANCE CLAIM ON THE AIRPORT LOUNGE.
    - MIKE JONES WILL BE RECEIVING QUOTES TO REPAIR FLOOR IN THE AIRPORT LOUNGE, AS WELL AS ADDRESS WATER DAMAGE NEAR THE WEST DOORS OF THE LOUNGE.
- STREETS
  - AFTER THE COLD WEATHER IN FEBRUARY, OHIO STREET HAS GOTTEN WORSE. WITH THE HELP OF ALFALFA COUNTY, A THIN LAYER OF ASPHALT HAS BEEN LAID ON OHIO STREET OVER THE WORST PART OF THE ROAD.
  - WE WILL BE ORDERING ANOTHER LOAD OF COLD-LAY ASPHALT TO REPAIR THE LARGE POTHOLES THROUGHOUT TOWN. DEPENDING ON WEATHER, THIS IS SCHEDULED TO BE COMPLETED WITHIN 2 WEEKS.
- CEMETERY
  - WE RECEIVED \$1,650 DONATION FROM THE ROBERTA JEAN PATTON TRUST FUND.
  - CEMETERY IS SCHEDULED TO BE SPRAYED WITHIN THE NEXT WEEK.
- POOL
  - THE SWIMMING POOL IS SCHEDULED TO BE CLEANED AND PREPPED BY MAY 12<sup>TH</sup> TO PREPARE FOR AN OPENING OF MAY 29<sup>TH</sup>.
  - THE BABY POOL AT CITY PARK HAS BEEN SANDBLASTED AND IS READY TO BE REPAINTED.

- COMMUNITY
  - ALFALFA COUNTY WILL BE TEARING DOWN THE OLD GRAIN ELEVATOR ON MAIN STREET.
  - WE ARE IN THE PROCESS OF PREPARING BID DOCUMENTS TO HAVE PROPERTIES OWNED BY THE CITY ON N. TEXAS AVENUE TO BE PROPERLY CLEANED UP.
- CITY HALL
  - MIKE HAS REQUESTED A QUOTE FROM THREE COMPANIES TO REPLACE THE TOP PANEL OF GLASS IN THE CITY HALL COMMUNITY ROOM, FRAME-IN, AND INSULATE THE POLICE DEPARTMENT, AND MAKE CURRENT BATHROOMS ADA COMPLAINT.
- BAKER BUILDING
  - AN ANIMAL FELL THROUGH THE CEILING OF THE EAST SIDE OF THE BUILDING AND CAUSED SOME DAMAGE. TRAPS HAVE BEEN SET, BUT THE ANIMAL WAS NOT CAUGHT. IT IS BELIEVED THAT THE ANIMAL ESCAPED BACK THROUGH THE CEILING. THIS ROOM WILL NEED TO BE REPAIRED. WHILE REPAIRS ARE BEING MADE, THE BATHROOM FLOORS WILL BE RE-TILED AS WELL. THE TILE IS CURRENTLY BREAKING AND COMING UP.
- CITY WEBSITE
  - NEED PICTURES AND BIOS.
- LIBRARY
  - PURCHASED NEW SOFTWARE TO ALLOW FOR GREATER ONLINE SECURITY FOR THE INTERNET SERVICE WE PROVIDE TO OUR COMMUNITY.
  - WE HAVE APPLIED AND BEEN REWARDED A GRANT TO HELP PAY FOR THIS SOFTWARE.
  - JENNY IS CURRENTLY WORKING ON A GRANT TO PURCHASE NEW COMPUTERS FOR THE LIBRARY
- PERSONNEL
  - CAROLYN MATHIS WILL BE RETIRING AT THE END OF THE MONTH. HER LAST DAY WILL BE FRIDAY, APRIL 30<sup>TH</sup>. A JOB ANNOUNCEMENT HAS BEEN POSTED AND WE ARE HOPING TO INTERVIEW FOR THE POSITION NEXT WEEK.
- FIRE DEPARTMENT
  - 6 MEMBERS ARE CURRENTLY ATTENDING STRUCTURAL FIREFIGHTER CLASS IN GOLTRY, OK.
  - THE FIRE DEPARTMENT RECEIVED \$3,300 FROM THE ROBERTA JEAN PATTON TRUST FUND.
  - THE FIRE DEPARTMENT COMMAND TRUCK WAS RECENTLY STRIPED. INSTALLATION OF EMERGENCY EQUIPMENT AND RADIO HAS BEEN SCHEDULED.
  - THE FIRE DEPARTMENT HAS RECEIVED 8 NEW SCBAs. TWO WERE PURCHASED THROUGH A GRANT THE CITY RECEIVED, AND THE REMAINING WERE PURCHASED BY ALFALFA COUNTY.
- POLICE DEPARTMENT
  - CHIEF MCNEIL COMPLETED AN ADVANCED K-9 SCHOOL WITH PARTNER ZACH.

- OFFICER HALL AND FINK WILL ATTEND A REFRESHER EVOC CLASS IN OKC THIS WEEK.
  - THE CHEROKEE POLICE DEPARTMENT, ALONG WITH MEMBERS OF ALFALFA COUNTY, BLAINE COUNTY, MAJOR COUNTY SHERIFF'S OFFICE, AND HELENA POLICE DEPARTMENT WILL BE PARTICIPATING IN AN ACTIVE SHOOTER TRAINING EVENT APRIL 14<sup>TH</sup>-16<sup>TH</sup>. OFFICER CROSS IS THE LIAISON FOR THIS TRAINING.
  - THE POLICE DEPARTMENT HAS BEGUN CITING PROPERTIES FOR GRASS/WEED VIOLATIONS.
  - THE POLICE FINE REVENUE CHART FOR FY 2021 FINES THROUGH MARCH WAS PROVIDED.
  - CHIEF RYAN MCNEIL PRESENTED HIS MONTHLY POLICE REPORT
- CITY CLERK
    - AMBER WILHITE PRESENTED THE MARCH LICENSE AND PERMIT REPORT

LANCE MILLER THEN MADE A MOTION, SECONDED BY DAVID COLLINS, TO APPROVE THE MANAGER'S REPORT.

AYE:	LANCE MILLER	NAY: NONE	ABSENT: ADRIENNE WESSELS	ABSTAIN: NONE
	JEREMY HICKMAN		KAREN HAWKINS	
	DAVID COLLINS			

NEW BUSINESS:

THERE BEING NO FURTHER BUSINESS, LANCE MILLER THEN MADE THE MOTION, SECONDED BY DAVID COLLINS, TO ADJOURN THE MEETING. ROLL WAS CALLED WITH THE FOLLOWING VOTE: (MEETING ADJOURNED AT 6:53 P.M.)

AYE:	LANCE MILLER	NAY: NONE	ABSENT: ADRIENNE WESSELS	ABSTAIN: NONE
	JEREMY HICKMAN		KAREN HAWKINS	
	DAVID COLLINS			

ATTEST:

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AMBER K. WILHITE, CITY CLERK

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KAREN HAWKINS; MAYOR  
JEREMY HICKMAN; MAYOR PRO-TEM