

**NOTICE OF A REGULAR MEETING OF THE
CHEROKEE DEVELOPMENT AUTHORITY
112 NORTH GRAND
CHEROKEE, OK 73728
WEDNESDAY, SEPTEMBER 23RD, 2020, at 6:00 P.M.**

CALL TO ORDER: MAYOR KAREN HAWKINS

- A. PLEDGE OF ALLEGIANCE**
- B. INVOCATION**
- C. ROLL CALL—AMBER K. WILHITE**
- D. APPROVAL OF MINUTES FROM THE SEPTEMBER 9TH, 2020, REGULAR MEETING**

BUSINESS (TO DISCUSS AND POSSIBLE TAKE ACTION ON THE FOLLOWING):

- A. APPROVAL OF THE CLAIMS LISTS**

MANAGER'S REPORT

NEW BUSINESS (IN ACCORDANCE WITH SECTION 311 (9) O.S. TITLE 25)

ADJOURNMENT

ATTEST:

FILED IN THE OFFICE OF THE CITY OF CHEROKEE, SEPTEMBER 22ND, 2020, AT 4:00 P.M.

AMBER K. WILHITE, CITY CLERK

**NOTICE OF A REGULAR MEETING
OF THE CITY OF CHEROKEE
112 NORTH GRAND CHEROKEE, OK 73728
WEDNESDAY, SEPTEMBER 23RD, 2020
IMMEDIATELY FOLLOWING THE CDA MEETING**

CALL TO ORDER: MAYOR KAREN HAWKINS

- A. ROLL CALL—AMBER K. WILHITE**
- B. APPROVAL OF MINUTES FROM THE SEPTEMBER 9TH, 2020, REGULAR MEETING**

BUSINESS (TO DISCUSS AND POSSIBLE TAKE ACTION ON THE FOLLOWING):

- A. APPROVAL OF THE CLAIMS LISTS**
- B. CONSIDER AND DISCUSS PLACEMENT OF CITY FUNDS INTO CERTIFICATES OF DEPOSIT;
TO INCLUDE CORRECTIVE ACTION.**
- C. DISCUSS AND CONSIDER APPROVAL OF ORDINANCE No. 2020-007 OF THE CITY COUNCIL
FOR THE CITY OF CHEROKEE, OKLAHOMA, AMENDING THE CHEROKEE MUNICIPAL CODE
2020, BY THE AMENDMENT OF CERTAIN PROVISIONS RELATED TO CERTAIN CITY
LICENSEES; AMENDING SECTION 9-201E BY RESERVING SUBSECTION 3; AMENDING
SECTION 9-201 BY THE ADDITION OF A NEW SUBSECTION F PROVIDING FOR THE
DEFINITION OF THE SPECIAL EVENTS; AMENDING SECTION 9-201 BY THE ADDITION OF
A NEW SUBSECTION G PROVIDING FOR THE DEFINITION OF THE SPECIAL EVENT AREA;
BY THE AMENDMENT OF SECTION 9-203 BY THE ADDITION OF A NEW SUBSECTION F
PROVIDING FOR CERTAIN REGULATIONS WHICH APPLY TO CERTAIN LICENSEES DURING
SPECIAL EVENTS WITHIN SPECIAL EVENT AREAS AND AUTHORIZING THE SPECIAL EVENT
ORGANIZER/SPONSOR TO ISSUE SPECIAL EVENT VENDOR PERMITS DURING A SPECIAL
EVENT WITHIN THE SPECIAL EVENT AREA; REPEALER; SAVINGS, CODIFICATION,
SEVERABILITY, PENALTY; AND DECLARING AN EMERGENCY.**
- D. CONSIDER DECLARING ABOVE ORDINANCE AN EMERGENCY**

MANAGER'S REPORT

NEW BUSINESS (IN ACCORDANCE WITH SECTION 311 (9) O.S. TITLE 25)

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CITY OF CHEROKEE
112 N. GRAND AVE, CHEROKEE, OK 73728
P (580) 596-3052 | F (580) 596-2878

City Manager's Report

Date: September 23, 2020
To: Honorable Mayor and Council Members
From: Michael Jones, City Manager
Subject: Manager's Report

*"THE ONLY THING WORSE THAN TRAINING EMPLOYEES AND LOSING THEM IS NOT TRAINING THEM
AND KEEPING THEM."*

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Cherokee Development Authority

- Master Water Plan update (see Guernsey Progress Report).
 - Had meeting with DEQ on 9/14. In order to be allowed to blend our water the following must occur:
 - Measure depth of well casing (must be greater than 20')
 - Perform additional testing (every 2 weeks) of all water wells
 - Bring all well houses up to current regulations
- Bids for Ohio Street project have been extended and are scheduled to close on 9/29/2020
- We have been approved for the ODOT sidewalk project.
 - Phase 1 (\$326,000) to be completed by 2022 – 12th Street to Jiffy Trip (considering going to Dollar General)
 - Phase 2 (\$326,000) to be completed by 2024 – 4th Street to 12th Street
 - In order to complete Phase 2, the City will be required to remove some trees within their right-of-way that will threaten the sidewalks
- Update on Lagoon Generator

City of Cherokee

- Community
 - Main Street banquet on 9/28/20
 - October Stroll will be on 10/3/20
- Training
 - Online OML will be held 9/30-10/2

- Personnel
 - Update on Seneca West.
 - COVID-19 update
 - Quarantine due to COVID exposure

- City Property
 - Carrier bearing / Center Support bearing went out on Utility Truck. Truck is now up and running.
 - Will be calling to have Metcalf Land & Lawn to come and spray cemetery.
 - Alternator in tractor went out. Part has been ordered and tractor should be in working condition by end of week.

- Fire Department
 - There are problems with sewer after the sump pump was replaced.
 - FD completed annual pump testing on Fire Trucks
 - K&J will be power washing and painting the back of FD to address mold and protect building

- Police Department
 - Police vehicles have been built. They will be transferred to OKC next week to have equipment installed. Once equipment is installed, they will be taken to Alva to have graphics put on vehicles.
 - Two new radars have been ordered so all 4 police vehicles will have working radars installed.
 - Have learned State of Oklahoma will reimburse for mileage used when conducting MH transports to treatment. To date we have been reimbursed \$512.91 for MH transports conducted this year.

FY 2020 FINE REVENUE

Month	Year	Fine Amount
January	2020	\$1,950.00
February	2020	\$3,945.00
March	2020	\$395.00
April	2020	\$610.00
May	2020	\$3,270.00
June	2020	\$2,860.00
July	2020	\$4,150.00
August	2020	\$3,180.00
September	2020	\$2,290.00 *
October	2020	
November	2020	
December	2020	

TOTALS \$15,750.00

* Fines issued thru 09/20/2020

Thank you for the opportunity to serve!

Respectfully submitted,



Michael Jones



SEPTEMBER 2020 PROGRESS REPORT

PROJECT NAME: City of Cherokee Water Master Plan

Date: September 16, 2020

Phase 2 ODEQ Meeting (Well Classification)

- a. On Monday, September 14, 2020, ODEQ, City of Cherokee, and Guernsey met to discuss reclassification of Cherokee's wells. ODEQ followed up with a path forward for the potential reclassification of the water wells.
- b. Follow up meeting with ODEQ pending questions from reclassification of water wells, if any

Phase 3 Distribution System Modeling

- a. Performing model calibration
 - i. Guernsey has received RJN final report and finalized model calibration.
 - ii. Evaluating available fire flows

Phase 4 RO System Evaluation

- a. Evaluation of operation of RO plant has begun based on available data and discussions with the City.

Phase 5 Engineering Report

- a. Created report outline per ODEQ report guidelines
- b. Continuing rate evaluation based on recommendations developed using findings of phases 2,3 and 4
- c. Continue drafting report

Phase 6 Briefings

- a. Pending Phase 5 completion

Phase 7 ODEQ Meeting and Response

- a. Pending Phase 6 completion

Next Steps.....

- a. Follow up with Cherokee on ODEQ meeting, and prominent concerns such as water loss previously discussed with City
- b. Continue drafting report

Prepared by: Karin Teuffer, **Guernsey**