

**MINUTES
YALE CITY COMMISSION
REGULAR MEETING
209 N. MAIN STREET, YALE, OKLAHOMA
JULY 14, 2020
6:30 P.M.**

**MINUTES
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SPECIAL MEETING
213 N. MAIN STREET, YALE, OKLAHOMA
JULY 14, 2020
6:30 P.M.**

OPENING PRAYER

1. **CALL TO ORDER** – The regular meeting of the Yale City Commission was called to order at 6:30 p.m. on Tuesday July 14, 2020 by Mayor Clara Welch.
2. **ROLL CALL** – Those present were Brian Porter, Jr., Mike Strader, Jason Brown, Jessica Foutch and Clara Welch.
3. **CONSENT AGENDA** – Mike Strader made the motion to approve the consent agenda as presented, Jason Brown seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch
Nay: None.
 - a. **Approval of Minutes**
 - i. **Regular Meeting – June 9, 2020**
 - b. **Approval of Claims**
 - c. **Financial Statements**
4. **ITEMS REMOVED FROM THE CONSENT AGENDA** – None
5. **PUBLIC APPEARANCES** – None
6. **RESOLUTIONS**
 - a. **Consideration, discussion and action on Resolution No. 03-2020 “A RESOLUTION CALLING FOR AND ESTABLISHING MEETING DATES FOR THE CITY COMMISSION OF THE CITY OF YALE, OKLAHOMA FOR THE YEAR 2020.”** – Brian Porter, Jr. made the motion to approve Resolution No. 03-2020, Mike Strader seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch
Nay: None.
7. **GENERAL ORDERS**
 - a. **Consideration, discussion and action on recodification of the City of Yale City Code.** – Mr. McMillian reviewed that the last time the City Code had been recodified was December 2010. According to the state statute we are required to recodify every 10 years. The code book overall is in good condition, there are three options; to re-adopt the code as is, make changes on an abbreviated basis or re-write and go through the code book in its entirety. Clara Welch asked for a volunteer from the City Commission to be part of a small committee to review the code book and come back to the Commission with changes. Jessica Foutch volunteered, the appointed committee then was Roger McMillian, Phillip Kelly, Clara Welch and Jessica Foutch. No action was taken on this item.
 - b. **Consideration, discussion and action on a claim to American Demolition & Site Services, LLC in the amount of \$19,195.00.** – Mr. Kelly explained that the bid to tear down the property at 740 E. Chicago was awarded to American Demolition & Site Services. Mr. McMillian explained that if we could get the levy information to the tax board by early August that this could go on this year’s tax rolls thus the early approval of payment. Brian Porter, Jr. made the motion to approve a claim to American Demolition & Site Services, LLC in the amount of \$19,195, Jessica Foutch seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch
Nay: None.
 - c. **Consideration, discussion and action regarding a Mobile Home Permit Request from Sharon Sparkman at the location of South 9th Street.** – Mr. Kelly stated Ms. Sparkman was in attendance,

pictures of the trailer were provided in the commissioner's packets. A concrete foundation will be poured however not until the trailer is approved. The location is on South 9th Street almost to Fort Worth; Mr. Kelly's recommendation is to approve the permit. Ms. Sparkman stated she would be skirting the trailer once it is set and will have a gravel driveway. Ms. Sparkman also requested potholes be filled on 9th Street as it is hard to drive down. Jason Brown made the motion to approve the Mobile Home Permit Request from Sharon Sparkman, Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch Nay: None.

- d. **Consideration, discussion and action regarding a Mobile Home Permit Request from Mary Gouker at the location of 502 S. C Street.** – Mr. Kelly stated this mobile home was currently residing in Yale, upon approval it will be moved to the location on C Street. The trailer will be skirted, and footers will be poured, there is access to the trailer from both sides. Mr. Kelly recommended to approve the permit. Jason Brown made the motion to approve the Mobile Home Permit Request from Mary Gouker, Mike Strader seconded the motion which passed as follows: Yea: Strader, Brown, Welch Nay: Porter, Foutch.
- e. **Consideration, discussion and action on the property located at 102 S. Main Street, Yale, Oklahoma.** – Mr. Strader stated they are working on the property, lack of volunteers has delayed progress. Mr. Porter stated he'd like to get the property moving, there are concerns about the massive hole in the basement that is a safety hazard. Mr. Kelly stated he would talk to the church officials. Jason Brown made the motion to table the item to the September meeting, Clara Welch seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch Nay: None.
- f. **Consideration, discussion and action regarding a software and professional services agreement with GWorks for the purchase of a Positive Pay module in the amount of \$1,100.00.** – Ms. Couch explained the need for the Positive Pay module as we're now required by the bank to upload all checks going out of the office into their online Positive Pay system. This module would allow for a simple conversion through the software and would eliminate the manual entry requirement. Clara Welch made the motion to approve the purchase of the Positive Pay module in the amount of \$1,100, Mike Strader seconded the motion which passed as follows: Yea: Strader, Brown, Welch Nay: Porter, Foutch.
- g. **Consideration, discussion and action regarding purchasing an Offender Data Information System (ODIS) in the amount of \$7,300.00.** – Chief Kelly explained the department had been using a free system in the past, recently it crashed losing 6 years of digital reports. This is a system widely used by law enforcement agencies and would allow shared information more easily. Brian Porter, Jr. made the motion to approve the purchase

8. MISCELLANEOUS

- a. **Consideration and discussion regarding Lawson Cemetery platting.** – Mr. McMillian reported that the quiet title suit was filed on behalf of the City of Yale and the Lawson Cemetery Authority. Work on the platting has been set back due to the virus.

Brian Porter, Jr. made the motion to recess the meeting of the Yale City Commission, Mike Strader seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch Nay: None The meeting recessed at 7:12 p.m.

Brian Porter, Jr. made the motion to reconvene the meeting of the Yale City Commission, Jason Brown seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch Nay: None. The meeting was reconvened at 7:37 p.m.

9. EXECUTIVE SESSION

- a. **An Executive Session for the purpose of holding confidential communication pursuant to 25 O.S. §307 (B)(1) to discuss the employment, hiring or appointment of City Manager.** – Brian Porter, Jr. made the motion to enter into executive session, Jason Brown seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch Nay: None. Executive session was entered into at 7:38 p.m.

Brian Porter, Jr. made the motion to exit executive session, Jason Brown seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch Nay: None. Executive session ended at 8:21 p.m.

10. RETURN FROM EXECUTIVE SESSION

- a. Possible action regarding the employment, hiring or appointment of City Manager.** – No votes, not action taken.

11. ADJOURNMENT – Brian Porter, Jr. made the motion to adjourn, Jason Brown seconded the motion which passed as follows: Yea: Porter, Strader, Brown, Foutch, Welch Nay: None.

The regular meeting of the Yale City Commission was adjourned at 8:22 p.m. on Tuesday, July 14, 2020.

Signed: _____
Deanna Couch, City Clerk

Signed: _____
Clara Welch, Mayor

NOTICE OF THIS MEETING WAS POSTED THE 10TH DAY OF JULY 2020 AT 4:30 P.M. AT YALE CITY HALL.