

**MINUTES
YALE CITY COMMISSION
REGULAR MEETING
111 N. "B" STREET, YALE, OKLAHOMA
JUNE 13, 2023
6:30 P.M.**

1. **CALL TO ORDER** – The regular meeting of the Yale City Commission was called to order at 7:02 p.m. on Tuesday June 13, 2023, by Mayor Jason Brown.
2. **ROLL CALL** – Those present were Brian Porter, Jr., Jason Brown, Mike Strader and Nancy Griffin. Larry Brown was absent.
3. **CONSENT AGENDA** – Purchase orders 67017 and 67040 were removed from the consent agenda as well as the minutes approval of minutes from the May 2, 2023 and May 9, 2023 meetings. Jason Brown made the motion to approve the remainder of the consent agenda as presented, Mike Strader seconded the motion which passed as follows: Yea: Strader, Griffin, Brown Abstain: Porter.
 - a. **Approval of Minutes**
 - i. **Special Meeting – May 2, 2023**
 - ii. **Regular Meeting – May 9, 2023**
 - b. **Approval of Claims**
 - c. **Financial Statements**
4. **ITEMS REMOVED FROM THE CONSENT AGENDA** – Brian Porter, Jr. made the motion to approve purchase orders 67017 and 67040, Mike Strader seconded the motion which passed as follows: Yea: Porter, Strader, Griffin Abstain: Brown.

Jason Brown made the motion to table to the minutes from the May 2, 2023 and May 9, 2023 minutes to the July 9, 2023 regular meeting. Nancy Griffin seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

5. **PUBLIC HEARINGS**

- a. **A Public Hearing to receive comments regarding the City of Yale proposed 2023-2024 fiscal year municipal budget.** – The public hearing was opened at 7:05 p.m. Maurice Lozier requested that the cemetery budget be double checked for proper care and mowing. There were no other comments. The public hearing closed at 7:07 p.m.
- b. **A Public Hearing to hear evidence and testimony to determine the property located at approximately 303 E. Boston Avenue and described as THE SOUTH 90' OF LOTS 13-18 BLK 1 GREEN'S ADD Yale, Oklahoma to be dilapidated and a detriment to the health, benefit or welfare of the public.** – Maurice Lozier spoke stating that before the death of the last owner the property was under probate, he asked does death cancel that out? The City Clerk reported that the son of the last resident of the property had contacted the city and stated that unfortunately due to legalities he could not afford to move forward with getting the property into his name. Pictures were presented by staff.

6. **PUBLIC APPEARANCES** – Jason Brown welcomed Nancy Griffin to the Board of City Commissioners. Roy Lozier stated that the City had a website that the public should appreciate, however the agendas and minutes are not kept up to date and haven't been for quite some time, other than that it's a great website. Maurice Lozier stated the cemetery looked like hay was cut and someone was coming to bale it. Every year someone damages the stones by taking shortcuts, the loader moved their family's headstone, and it now sits in water. There was a heated discussion on Facebook and later dead animals were dumped near our property in retaliation. Officers are also patrolling in the county, they need to be taught how to properly do their job.

7. **RESOLUTIONS**

- a. **Consideration, discussion and action on Resolution No. 01-2023 "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF YALE, OKLAHOMA, ADOPTING THE OPERATING BUDGET FOR FISCAL YEAR 2023-2024."** – Jason Brown made the motion to approve Resolution No. 01-2023, Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

- b. **Consideration, discussion and action on Resolution No. 02-2023 “A RESOLUTION ADOPTING THE CITY OF YALE REVISED DRUG AND ALCOHOL POLICY.”** – Mr. McMillian explained the need for changes to the current drug and alcohol policy coming from a workers compensation tribunal hearing. Jason Brown made the motion to approve Resolution No. 02-2023, Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- c. **Consideration, discussion and action on Resolution No. 04-2023 “A RESOLUTION TO IMPLEMENT PROGRAMS TO ENSURE EQUAL OPPORTUNITY IN HOUSING FOR ALL PERSONS REGARDLESS OF RACE, COLOR, RELIGION, SEX OR NATIONAL ORIGIN.”** – Ms. Brown from COEDD explained the resolution requirement for the grant through the Department of Commerce. Brian Porter, Jr. made the motion to approve Resolution No. 04-2023, Nancy Griffin seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- d. **Consideration, discussion and action on Resolution No. 05-2023 “A CIP RESOLUTION FOR THE CAPITAL IMPROVEMENT PLANNING COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.”** – Jason Brown made the motion to approve Resolution No. 05-2023, Mike Strader seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

8. GENERAL ORDERS

- a. **Consideration, discussion and action on an operating agreement between the City of Yale and the Yale Senior Citizens Association.** – Jason Brown made the motion to approve an operating agreement between the City of Yale and the Yale Senior Citizens Association, Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- b. **Consideration, discussion and action on an operating agreement with Yale Youth Sports Association.** – Jason Brown made the motion to approve an operating agreement between the City of Yale and the Yale Youth Sports Association, Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- c. **Consideration, discussion and action on an engagement with CBEW Professional Group, LLP in the amount of \$15,600 to prepare annual financial statements and audit reports for FYE June 30, 2023.** – Brian Porter, Jr. made the motion to approve and engagement with CBEW Professional Group in the amount of \$15,600 to prepare annual financial statements and audit reports for fiscal year ending June 30, 2023. Nancy Griffin seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- d. **Consideration, discussion and action on an Interlocal Agreement between Payne County and the City of Yale.** – Brian Porter, Jr. made the motion to approve an Interlocal Agreement between Payne County and City of Yale, Jason Brown seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- e. **Consideration, discussion and action on applying for a Capital Improvement Plan (CIP).** – Mr. Kelly stated he had been asked last year by the commission for a capital improvement plan, this covers all cost, so he feels it's a no brainer. Mr. Porter asked about a timeline for the CIP project, Ms. Brown explained that the grant is good for two years, but she generally has them done in one. Fieldwork will start in January, it's all admin cost and 100% paid through the Department of Commerce.
- f. **Consideration discussion and action on approving the following forms:** Jason Brown made the motion to approve the CIP Summary, CIP Narrative, Citizens Participation Plan, CIP Disclosures, Anti-Displacement Plan, Grantee Debarment, Sub-Contractor Debarment and LMI Summary. Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
 - i. **CIP Summary**
 - ii. **CIP Narrative**
 - iii. **Citizen Participation Plan**
 - iv. **CIP Disclosure**
 - v. **Anti-Displacement Plan**
 - vi. **Grantee Debarment**
 - vii. **Sub-Contractor Debarment**
 - viii. **LMI Summary**
 - ix. **Local Planning Action Committee (LPAC)** – Jason Brown made the motion to approve a Local Planning Action Committee that included Brian Porter, Jr., Mike Strader, Phillip Kelly, Tim Campbell and Brian Hau. Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

- g. **Consideration, discussion and action on fiscal year 2022-2023 budget amendments.** – Brian Porter, Jr. made the motion to approve the 2022-2023 budget amendments, Jason Brown seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- h. **Consideration, discussion and action to authorize staff to approve and all further required budget amendments to close out the fiscal year 2022-2023 budget.** – Brian Porter, Jr. made the motion to allow staff to approve any and all further budget amendments needed to close out the fiscal year 2022-2023 budget. Nancy Griffin seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- i. **Consideration, discussion and action on an operating agreement between the City of Yale and the Yale Senior Citizens Association.** – No action
- j. **Consideration, discussion and action on an operating agreement with Yale Youth Sports Association.** – No action
- k. **Consideration, discussion and action on an engagement with CBEW Professional Group, LLP in the amount of \$15,600 to prepare annual financial statements and audit reports for FYE June 30, 2023.** – No action
- l. **Consideration, discussion and action to declare the property addressed at 303 E. Boston as dilapidated and a detriment to the health, benefit or welfare of the public.** – Jason Brown made the motion to declare the property at 303 E. Boston, South 90' Lots 13-18 Blk 1, Greens Addition as dilapidated and a detriment to the health, benefit or welfare of the public and to give 30 days for remediation. Mike Strader seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.
- m. **Consideration, discussion and action to authorize the following changes on City of Yale American Heritage Bank accounts.** – Jason Brown made the motion to authorize the following to City of Yale American Heritage Bank accounts, Nancy Griffin seconded the motion which passed as follows: Yea: Strader, Griffin, Brown Abstain: Porter.
 - i. **Remove Richard Adsit, Vice-Mayor**
 - ii. **Add Larry Brown, Vice-Mayor**
 - iii. **Add Nancy L. Griffin, Commissioner**
 - iv. **Authorized signers will be: Jason Brown, Mayor; Larry Brown, Vice-Mayor; Nancy L. Griffin, Commissioner; Mike Strader, Commissioner; Phillip Kelly, Interim City Manager; Deanna Couch, City Clerk; Misty Simpson, Court Clerk; Tim Campbell, Asst. Trust Manager.**

9. MISCELLANEOUS

- a. **Consideration, discussion and action regarding the future of the Yale Municipal Swimming Pool and alternate recreational activities.** – There was a discussion of a park committee being formed, and advisement of a pool inspection for safety reasons. No action was taken.
- b. **Consideration, discussion and action regarding a request to hold a firework display in Jim Thorpe Park on July 1, 2023.** – Jason Brown made the motion to approve a request to hold a firework display in Jim Thorpe Park on July 1, 2023, Nancy Griffin seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

Jason Brown made the motion to recess the Yale City Commission meeting, Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

The regular meeting of the Yale City Commission was recessed at 8:00 p.m. on Tuesday June 13, 2023

Jason Brown made the motion to reconvene the Yale City Commission meeting, Mike Strader seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

The regular meeting of the Yale City Commission was reconvened at 8:06 p.m. on Tuesday June 13, 2023

- 10. EXECUTIVE SESSION** – Brian Porter, Jr. made the motion to enter into executive session, Jason Brown seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None
The meeting entered into executive session at 8:07 p.m.

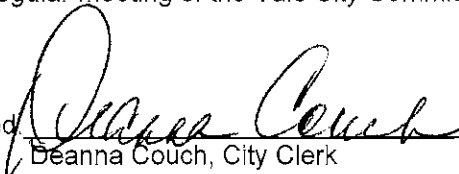
- a. **An Executive Session for the purpose of holding confidential communication pursuant to 25 O.S. §307 (B)(1) to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Manager.** – Jason Brown made the motion to exit executive session, Brian Porter, Jr. seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

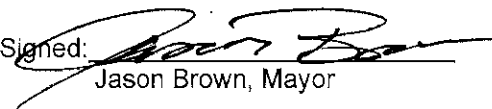
11. RETURN FROM EXECUTIVE SESSION

- a. **Possible action regarding the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Manager.** – No votes/No action taken

12. ADJOURNMENT – Brian Porter, Jr. made the motion to adjourn, Mike Strader seconded the motion which passed as follows: Yea: Porter, Strader, Griffin, Brown Nay: None.

The regular meeting of the Yale City Commission was adjourned at 9:02 p.m. on Tuesday June 13, 2023.

Signed: 
Deanna Couch, City Clerk

Signed: 
Jason Brown, Mayor

NOTICE OF THIS MEETING WAS POSTED THE 12th DAY OF JUNE 2023 AT 5:00 P.M. AT YALE CITY HALL AND THE YALE SENIOR CITIZENS CENTER.