**HARTSHORNE CITY COUNCIL**

**MEETING MINUTES**

**MARCH 5TH, 2018**

**Mayor Joy Cline met with board members on March 5th, 2018. Meeting was originally scheduled for February 26th, 2018 but there was no quorum. This agenda was a continued agenda from that meeting.**

**Roll Call – Jackson, Baker, Winslow, Grove and Faulkner present. Young absent for duration of meeting. Kelly entered meeting at 6:40 p.m.**

**Quorum present.**

1. **Motion by Winslow and seconded by Faulkner to approve the minutes from the February 12th, 2018 meeting. 5 yeas by Jackson, Baker, Winslow, Grove and Faulkner. Kelly and Young absent. 5-0, motion passes.**
2. **Motion by Baker and seconded by Jackson to strike agenda item B for council discussion and action on Chris Lindley addressing the council in regards to his past due indebtedness to the City of Hartshorne regarding Blue Valley and Misty Valley’s water bill, sewer bill and building rent. 5 yeas by Jackson, Baker, Winslow, Grove and Faulkner. One pass by Kelly. Young absent. 5-1, motion passes.**
3. **Motion by Faulkner and seconded by Jackson for council discussion and action on renewing the membership with Oklahoma Rural Water Association (ORWA). 6 yeas by Jackson, Baker, Winslow, Grove, Faulkner and Kelly. Young absent. 6-0, motion passes.**
4. **Discussion only on updating water ordinances included in chapter 19 of the City of Hartshorne ordinance book. No action taken.**
5. **Motion made by Grove and seconded by Winslow for council discussion and action on providing compensation for after hour calls to PWA employees. We will pay according to state and federal guidelines over 40 hours of work will be paid at time and a half. 6 yeas by Jackson, Baker, Winslow, Grove, Faulkner and Kelly. Young absent. 6-0, motion passes.**
6. **Motion made by Faulkner and seconded by Jackson for council discussion and action on sending George McAusland to the Oklahoma Rural Water Association (ORWA) 48th annual technical conference & exposition. 6 yeas by Jackson, Baker, Winslow, Grove, Faulkner and Kelly. Young absent. 6-0, motion passes.**
7. **Motion by Jackson and seconded by Winslow for council discussion and action on raising the required water deposit to anyone with a previous offense of tampering with utilities or has previously been sent to collections for an unpaid water account balance within the City of Hartshorne. Discussion only at this time. Prepare an ordinance in regards to this for the next meeting changing the deposit amount to $200.00 for this situation regarding water accounts.**
8. **Motion by Jackson and seconded by Faulkner for council discussion and action on the allowed amount of adjustment to a water account without council consent. Next two meetings all adjustments notated and brought before council and to be included in the packet.**
9. **Motion made by Faulkner and seconded by Jackson for council discussion and action on requiring a 90 day pay off on water accounts that have a past due amount. Council has requested that a certified letter be sent to all accounts that have an outstanding bill amount notify them that they have 90 days to bring the account current. Letter should list an actual date and not just the 90-day time frame as well as their bill amount. Ordinance will be presented at next meeting.**
10. **Motion made by Grove and seconded by Kelly to approve paying PWA bills. 6 yeas by Jackson, Baker, Winslow, Grove, Faulkner and Kelly. Young absent.**
11. **Motion made by Winslow and seconded by Faulkner to adjourn the meeting. 6 yeas by Jackson, Baker, Winslow, Grove, Faulkner and Kelly. Young absent.**

**Under Water Reconciliation account 11230 requested an adjustment on their bill due to a leak. Adjustment was granted, bill amount owed is now $414.31 with the sewer and late charge voided.**

**Under New Business it was discussed that we are currently reviewing our trash contract with Republic. City Clerk is currently reviewing contract as well as attorney. Clerk is sending copies of current contract to each board member for them to review as well.**

**Under the Board of Trustees Discussion Faulkner shared that she had the pre-check sheet for the water audit with ORWA complete and that she has an upcoming meeting scheduled with them for March 13th, 2018. It was also discussed that any temporary employee would be listed on the upcoming agenda for full time approval for hiring from council.**

**Under Old Business Mayor Joy Cline requested that board members and elected officials not give out employees’ cell phone numbers including personal or city paid phones. She said that any after hour phone calls would be handled by the officer on duty. It was also discussed that the leak on South Drive had been fixed but that there was a barricade still there. Clerk is turning in work order to find out status of why barricade is still there.**

**Under Mayor’s Discussion Mayor Joy Cline discussed that the water shut off to the old water tower would be worked on beginning March 6th, 2018 and would cost the City $750. The company performing the work will be shutting off the water valve to the tower.**