

# Guymon

## Meeting Minutes

02/26/2015 - Regular Meeting of the Guymon City Council - Amended Agenda -  
219 NW 4th Street - 6:00 PM

The City Council of the City of Guymon, Texas County, State of Oklahoma, City of Guymon, Oklahoma, met in Regular Session on the 26th day of February, 2015.

**Present:** Kim Peterson, Mayor; Larry Swager, Vice Mayor; William King, Council Member; John Van Meter; Council Member; Sergio Alvidrez, Council Member; Sally Hawkins, City Treasurer; Kimberly Meek, City Manager; Lavoana Martinez, City Clerk; Katie Martire, Assistant City Clerk; Elaine Campbell, Treasury Clerk; Dean McFadden, Fire Chief; Michael Babb, Chief of Police; Kyler Hand, Guymon Fire Department, Wes Gray, Guymon Fire Department; Carson Kane, Guymon Fire Department

**Absent:** David K. Petty, City Attorney

**Others:** Emanuel DeHerrera, PTCI; Jessica Crawford, Guymon Daily Herald; David Black, Wiley Hicks III, Wiley Hicks Construction; Anthony Blatt, Hornbeek & Blatt Architects; Rev. Van Heckle, Tabernacle Baptist Church; Nancy Boyett, Lori Clark, Amy Kane, Michelle Gray, Kayla McCarter, Texas County Health Department; Chris Purdy, PREDCI Representative; Susana Ritter

### 1. Call To Order

The meeting was called to order at 6:00 p.m.

### 2. Approval of Consent Agenda

Motion was made to approve the consent agenda.

Moved By: Council Member Van Meter

Seconded By: Vice Mayor Swager

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

2.1 Approve the Minutes of the February 12, 2015 Regular Meeting

2.2 Approve the Purchase Orders for the Current Month

General Fund	\$ 150,324.59
E-911 Fund Cash	776.15
Golf Course Fund Cash	9,052.89
Grants Fund	1,250.00
Hotel Motel Tax Fund	1,994.48
Sales Tax GUA CIF Fund	110,070.58
Guymon Airport Authority	4,070.46
<b>Total Purchase Orders</b>	<b>\$ 277,539.15</b>

2.3 Approve the Estimated Payroll For The Current Month

Estimated (\$) Final (\$)

General Fund

Gross Salaries	308,416.05	290,666.02
Matching FICA	17,759.82	16,678.60
Health & Life Insurance	83,902.79	67,039.42
Matching Fire Pension	9,818.60	9,918.04
Matching Police Pension	7,836.05	7,556.54
OMRF Retirement	19,894.36	19,101.57
<b>Total General Fund</b>	<b>447,627.67</b>	<b>410,960.19</b>

Golf Fund

Gross Salaries	11,212.44	13,491.09
Matching FICA	816.08	990.40
Health and Life Insurance	3,049.12	3,049.12
OMRF Retirement	1,390.90	1,403.65
<b>Total Golf Fund</b>	<b>16,468.54</b>	<b>18,934.26</b>

Hotel/Motel Fund

Gross Salaries	586.57	775.13
Matching FICA	44.88	59.30
<b>Total Hotel/Motel Fund</b>	<b>631.45</b>	<b>834.43</b>

3. Public Comments and Announcements

Mayor Kim Peterson stated he wanted to congratulate the Guymon Swim Team for placing at the State swim meet the week before.

4. Discussion of Monthly Budget Report By Fund

City Manager Kimberly Meek stated this was the first budget report of the new year. Meek stated the General Fund balance reflected the bi-annual payment the City makes to the County for Texas County Emergency Management Harold Tyson's salary.

5. Travel and Training Update

City Clerk Lavoana Martinez stated she and Assistant City Clerk Katie Martire recently traveled to the Clerks and Treasurers Conference in Stillwater, OK where they received approximately 35 hours toward becoming certified municipal clerks.

City Manager Kimberly Meek stated she and Mayor Kim Peterson attended the OML Water Summit in OKC, OK.

6. Administer Oath of Office for David Morris and Chase Stone for Volunteer Fire fighters

Fire Chief Dean McFadden stated the volunteer fire fighters had a class and were unable to attend.

7. Administer Oath of Office for Fire fighter Jaclyn Becker, Kyler Hand, and Carson Kane

Mayor Kim Peterson administered the Oath of Office to Kyler Hand and Carson Kane. Jaclyn Becker was unable to attend.

8. Administer Oath of Office for Wes Gray for Fire Marshall

Mayor Kim Peterson administered the Oath of Office for Fire Marshall to Wes Gray.

9. Discussion and Possible Action on Denial of Tort Claim for Rick and Crystal Caddell as Recommended by Oklahoma Municipal Assurance Group (OMAG)

City Manager Kimberly Meek stated under OMAG guidelines, a municipality was not automatically liable for sewer issues unless the City had prior knowledge to a defect and failed to correct the problem. Motion was made to approve denial of tort claim for Rick and Crystal Caddell as recommended by OMAG.

Moved By: Council Member King

Seconded By: Council Member Van Meter

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

10. Discussion and Possible Action to Accept EMS HPP Grant in the Amount of 2,000 for Purchase of Non-Disposable EMS Supplies

Fire Chief Dean McFadden stated this was a grant that was evenly distributed amongst fire departments who applied and met certain criteria. The fire department had received grant money from this entity previously. Motion was made to approve accepting EMS HPP Grant in the amount of \$2000 for the purchase of non-disposable EMS supplies.

Moved By: Council Member Alvidrez

Seconded By: Vice Mayor Swager

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

Discussion and Possible Action on Accepting a Healthy Communities Incentive Grant from the Tobacco Settlement Endowment Trust (TSET) in the Amount of \$21,000

City Manager Kimberly Meek stated the City of Guymon had become a certified Healthy Community in order to gain eligibility for funding. Last year, the City qualified at the bronze level which was a \$5,000 grant. Qualification guidelines changed and Guymon now qualified at the silver level. The Trust awarded the silver level amount as well as the remainder of silver level for the prior year. The money would be used to install a splash pad or water slide at the Guymon Public Pool. Motion was made to approve to accept the Healthy Communities Incentive Grant from the Tobacco Settlement Endowment Trust (TSET) in the amount of \$21,000.

Moved By: Vice Mayor Swager

Seconded By: Council Member Alvidrez

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

12. Discussion and Possible Action on Approval of Invoice to Panhandle Regional Economic Development Coalition Inc. (PREDCI) Membership Dues Investment in the amount of \$20,000

Council Member William King stated he would like to receive monthly budget reports from the PREDCI Director and the membership would be paid monthly as opposed to annually. Motion was made to approve monthly payments to PREDCI for membership with monthly presentations and updates to Council.

Moved By: Council Member King

Seconded By: Vice Mayor Swager

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

13. Discussion and Possible Action to Authorize to Advertise for Bids for Pedestrian and Landscaping Improvements to US Hwy 412 for Main Street Enhancement Project Pending Oklahoma Department of Transportation Approval

City Manager Kimberly Meek stated the City had gone out for bid on this project twice previously and had yet to receive a bid. Motion was made to approve to authorize to advertise for bids for the Main Street Enhancement Project pending Oklahoma Department of Transportation approval.

Moved By: Council Member Van Meter

Seconded By: Council Member King

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

14. Discussion and Possible Action on Nominations of Two Trustees to the Oklahoma Municipal Assurance Group Board of Trustees

Motion was made to nominate City Manager Kimberly Meek as Trustee for the Oklahoma Municipal Assurance Group Board of Trustees.

Moved By: Council Member Van Meter

Seconded By: Council Member Alvidrez

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

15. Discussion and Possible Action of Awarding Bid for the City Poolhouse Renovation Project

Anthony Blatt with Hornbeek & Blatt Architects stated the numbers he

received by the last Council meeting were very high for the poolhouse renovations. The number he presented to Council was significantly lower but still about the budget intended for this project.

Wiley Hicks III stated he had not received a local bid for this project. Hicks stated the work would be done at the Guaranteed Maximum Price (GMP) unless the scope of the work changed. Hicks stated 75-80% of the projects he worked on were completed under the GMP cost and the remainder of the funds went toward the project or back to the owner. Hicks stated the poolhouse renovation would be completed in 12 weeks once he received the notice to proceed.

Motion was made to approve authorizing to award bid to Wiley Hicks, Jr. Inc for the City Poolhouse Renovation Project.

Moved By: Council Member King

Seconded By: Vice Mayor Swager

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

#### 16. New Business

City Manager Kimberly Meek stated she would like signage for the Travel Center because it was not identifiable as an information center. A bird watching trail would be put in at No Man's Land Park and that would draw more people with nice signage.

Council Member John Van Meter stated with the trash being a large problem for the City, he would like to look into an ordinance banning plastic sacks in Guymon.

Council Member John Van Meter stated with the trash being a large problem for the City, he would like to look into an ordinance banning plastic sacks in Guymon.

Council Member Sergio Alvidrez stated he would like the City of Guymon to implement an Ordinance with penalties for texting and driving.

#### 17. Adjourn

**There being no further business**, the meeting was adjourned at 6:38 PM.

# Guymon

## Meeting Minutes

02/26/2015 - Regular Meeting of the Guymon Utilities Authority - 219 NW 4th Street - 6:00 PM

The Trustees of the Guymon Utilities Authority, Texas County, State of Oklahoma, City of Guymon, Oklahoma, met in Regular Session on the 26th day of February, 2015.

**Present:** Kim Peterson, Chairman; Larry Swager, Vice Chairman; William King, Trustee; John Van Meter; Trustee; Sergio Alvidrez, Trustee; Sally Hawkins, City Treasurer; Kimberly Meek, City Manager; Lavoana Martinez, Secretary; Katie Martire, Assistant Secretary; Elaine Campbell, Treasury Clerk; Dean McFadden, Fire Chief; Michael Babb, Chief of Police; Kyler Hand, Guymon Fire Department, Wes Gray, Guymon Fire Department; Carson Kane, Guymon Fire Department

**Absent:** David K. Petty, City Attorney

**Others:** Emanuel DeHerrera, PTCI; Jessica Crawford, Guymon Daily Herald; David Black, Wiley Hicks III, Wiley Hicks Construction; Anthony Blatt, Hornbeek & Blatt Architects; Rev. Van Heckle, Tabernacle Baptist Church; Nancy Boyett, Lori Clark, Amy Kane, Michelle Gray, Kayla McCarter, Texas County Health Department; Chris Purdy, PREDCI Representative; Susana Ritter

### 1. Call to Order

The meeting was called to order at 6:00 PM.

### 2. Approval of Consent Agenda

Motion was made to approve the consent agenda.

Moved By: Trustee Van Meter

Seconded By: Vice Chairman Swager

	Aye	Nay	Absent
Kim Peterson	X		
William King	X		
John Van Meter	X		
Sergio Alvidrez	X		
Larry Swager	X		

2.1 Approve the Minutes of the February 12, 2015 Regular Meeting

2.2 Approve the Purchase Orders for the Current Month

Guymon Utilities Authority                      **\$ 130,683.76**

2.3 Approve the Estimated Payroll for the Month

	Estimated	Final
Gross Salaries	103,018.29	99,742.33
Matching FICA	7,730.95	7,484.98
Health & Life Insurance	27,586.63	26,008.79
OMRF Retirement	13,379.24	12,966.61
<b>Total GUA Fund</b>	<b>151,715.11</b>	<b>146,202.71</b>

3. Public Comments and Announcements

There were none.

4. New Business

There was none.

5. Adjournment

**There being no further business**, the meeting was adjourned at 6:39 PM.