

**TOWN OF HINTON
REGULAR MEETING**

Tuesday, June 16, 2020 at 6:00 P.M.
Town Hall – 123 E Main, Hinton, OK

MINUTES

- A. Call to Order at 6:01 p.m.
- B. Pledge of Allegiance and Invocation led by Henry Warren and Casey McCloud
- C. Roll Call: Henry Warren – Present; Shelly Newton – Present; Casey McCloud – Present; Brandon Hill – Present; Janie Smallwood - Present
- D. **HEARING AND DETERMINATION – DILAPIDATED PROPERTIES**
 - 1. Evidence and testimony proving or disproving that the structures at the following properties are dilapidated and should be torn down and removed:
 - a) 115 S. Vernon – Block 28, Lots 13-18 (Jerry B. Davis)
Code Enforcement Officer Garry Dunnan reported he had sent the required notices with the certified notice going out February 24, 2020. The notice was posted on the property. He received a quote from Ronnie Wright of approximately \$3500 to demolish the building plus the cost of disposing of the debris.
 - b) 325 S. Clark – Block 43, Lots 13-15 (Yesenia Torres)
Garry Dunnan reported the same action has been completed as with the Davis property. Proper notices have been given. Yesenia Torres was present and spoke to her plans to rehabilitate the property. Garry stated Ms. Torres has been keeping the outside of the property cleaned up very well.
 - 2. Determination and Declaration that the structures at the following properties are dilapidated and should be torn down and removed:
 - a) 115 S. Vernon – Block 28, Lots 13-18 (Jerry B. Davis)
Motion by Casey McCloud, seconded by Janie Smallwood; To confirm Garry Dunnan’s findings and establish the date for demolition by the owner and date of completion by the owner.
Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes
Motion Passed 5 – 0
 - b) 325 S. Clark – Block 43, Lots 13-15 (Yesenia Torres)
Motion by Henry Warren, seconded by Brandon Hill; To table any action against Yesenia Torres with regard to her property at 325 S Clark until July 21, 2020, to allow her time to secure a loan and start progress on bringing the property back up to code.
Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes
Motion Passed 5 – 0
 - 3. Citizens Comments
Terrell Coffey expressed his appreciation for and had praise for the Fire Department, Schools, and Ambulance Service.
Tamara Barger stated her support of the ambulance service.
David Turner was at the meeting in support of the ambulance service.
Cheryl Morgan Sales expressed her support of the ambulance service and had questions concerning the legal aspect of Shanon Pack serving as both police chief and town administrator.
Mary Ann Hoehner supports the ambulance service.

Carol Jean Coffey spoke to the center parking issue and stated it seems to be a “tradition” for Hinton. Jessica Nance stated she now works in Mustang and has had several people from there comment on the quaintness of Hinton with the center parking.

E. Reports

1. Town Administrator

I have been continuing to monitor the Covid-19 and keep up with all of the updates from the state and county.

The CDBG grant is completed and applied for.

I spoke with Keith Gardner from the Sugar Creek Ambulance District and asked him if they wanted the contract on the agenda or if they had any updates on the status of signing it. He was hesitant to say anything about the contract, so at the time of this report I do not have an update.

I attended and spoke at the Caddo County Commissioners meeting about Sugar Creek Ambulance District. I explained the Towns concerns and expresses our need to fix the ongoing issues.

We provided the Wichita tribe with requested information and Kim is having a meeting with their attorneys. I don't have an update at the time of this report.

The town employees are continuing to deliver meals on wheels. I spoke to Wanda and she asked if we could continue to deliver until July 1st.

We called and set up an account with ERGON, which supplies the oil for the fog seal. It will be delivered hot and we can't go get it. I called Commissioner Bowling and told him that we were ready for the fog seal. He explained that the street would need to be cleaned before the fog seal is applied. We are now just waiting on the county.

We opened sealed bids on the pivot construction for the prison.

RK&R: \$1,428,060.00

Anadarko Dozer: \$925,000.00

Hammer: \$910,000.00

HOSS: \$487,000.00

Impressive Services: \$248,000.00

We have had requests for out of town water service. I think we should allow the service and determine the rates.

2. Police Report

- 7 reports of which 4 requiring submittal for charges
- 1 Accidents worked
- Interdiction work has restarted but caution continues due to Covid-19
- The Police Department continues to assist the City Hall with “Meals on Wheels.”
- K9 “Rico/Kris Johnson recertified on State narcotic certification (CLEET)

- The Police Department continues to be slow working “selective traffic” and routine patrol due to Covid-19
- The Police Department marked “Sheriff” on donated Ford “Crown Vic” patrol car for County assistance
- K9 “Diesel” caught an infection and was taken to the Vet. Diesel recovered and is doing great after medication and fluid intake.

Janie Smallwood thanked the police department and the town employees for delivering the meals for the senior citizens. Wanda Hartline also spoke from the audience and expressed her appreciation for the help with delivering meals. She stated they are serving an average of 50 people per day.

3. Fire Department

The Hinton Fire Department responded to 13 calls in the month of May. We did finally meet this month for our monthly meeting. Lately we had some of the trucks serviced and then we have serviced all the small engines for preventive maintenance. Still no update on Engine 1 insurance claim. Hopefully by the meeting I can have some updated information. The insurance is through the state, so with Covid-19 shutting everything down I’m sure this has caused the delay in the response on that claim. The members of the department unanimously approved Jon Meysing and Gared Findley to become full members of the department after their completion of the one year probation period. They both have done a great job since joining!! I will soon be putting an ad out on our Facebook page to accept applications for firefighters. By August hopefully we can have some new members. Currently there are 17 members on the department

4. Library

WE ARE OPEN! I am glad to be open again, it has been very nice to see my patrons again and have some “normalcy” We have started our Summer Reading Program and it is going well. I am not requiring enrollment, I am tracking everything by how many prizes are given out and so far it is working well and kids are very excited. We partnered with the Water Zoo in Clinton and Sonic for prizes. I also purchased “Brag Tags” for kids to collect. Our numbers are steadily increasing in checkouts and patrons coming in. We are keeping everything sanitized and maintained to ensure the safety of all patrons. Next month I will be happy to share numbers for Summer Reading and end of the fiscal year numbers as well. The library is staying busy and that makes myself and the animals happy.

5. Treasurer’s Report

	Beginning Balance	Ending Balance
General Fund	\$ 670,448.43	\$677,176.25
HPWA	\$1,038,374.45	\$963,175.21
Special Revenue	\$ 918,496.78	\$932,739.72
Airport	\$ 89,216.62	\$ 76,717.97
Street Races	\$ 9,108.65	\$ 9,108.65
HEFA	\$ 12,086.64	\$ 12,088.18
Total:	\$2,737,731.87	\$2,671,005.98

Sales Tax was below budget this month

Budget \$80,000

Actual \$79,791

Use Tax was above budget

Budget \$15,000

Actual \$18,813

Cigarette Tax was below budget

Budget \$917

Actual \$861

Special Revenue Totals

Public Health	\$551,717.14
Infrastructure	\$217,117.51
Library	\$ 58,300.30
HRTT	\$105,604.77
TOTAL:	\$932,739.72

6. HPWA

Mowing and spraying.

Working on arsenic issue options.

ODEQ inspected west field; expecting "check-off" of 2 items on Consent Order.

Slope issues good; growth good.

Working on multiple issues with Kim.

West Main St. light poles have been "tagged" for replacement.

Working with ODOT on town projects.

Manhole @ 37"

May--23 5/8"

April--14 1/2"

March--Manhole @ 15"

February--Manhole @ 17"

January--Manhole @ 23 1/4"

December--Manhole @ 31".

Projects that need done. This does not include our normal day-to-day operations/emergencies

New waterline for "west" barscreen.

Building for "west" barscreen.

Testing fire hydrants for flow rates and pressure.

Replace water line between Country Wells #1 and #2.

Repairs on cell 3 due to high water levels and wind.

Love's Lagoon electrical infrastructure.

Gas line for control shed under water tower.

Water sampling stations for DEQ required water reports.

Water meter repairs. (multiple locations and ongoing)

Manhole inflow dishes to reduce/prevent inflow and intrusion.

Replace water line between Country Wells #1 and #3.

Sand filters at all 7 well sights. (1st one going at Southwest #2)

7. Code Enforcement

CODE ENFORCEMENT:

permits issued:

- Remodel(807 S. Broadway) (Andee & Kori Turner)
- Fence (802 N. Broadway) (Andee & Kori Turner)
- Re-Roof (802 N Broadway #14) (Yesenia Torres)
- Fence (801 Roger) (Jerry Mosley)
- Re-roof (210 S. Broadway) (Vince Mayorga)
- Re-roof (811 S. Broadway) (Vince Mayorga)
- Re-roof (618 N Railroad) (Vince Mayorga)
- Fence (428 S. Broadway) (Enrique Carrillo)
- Re-roof (311 N. Stanley) (Darren McLemore)
- Re-roof (223 N. Noble) (Damein VanWey)
- New water service line (414 S. Clark) (Blain Mills)
- New roof top HVAC Unit (105 W. Main St.) (Legacy Bank)

Plan Reviews:

- Fence (801 Roger Ave) (Jerry Mosley)
- Fence (428 S. Broadway) (Enrique Carrillo)

Inspections:

- New water service line (414 S. Clark) (Blain Mills)
- Re-Roof (802 N Broadway #14) (Yesenia Torres)
- Re-roof (210 S. Broadway) (Vince Mayorga)
- Re-roof (811 S. Broadway) (Vince Mayorga)
- Re-roof (618 N Railroad) (Vince Mayorga)
- Re-roof (311 N. Stanley) (Darren McLemore)
- Re-roof (223 N. Noble) (Damein VanWey)

General Code Enforcement

- Mow and clean up notices (Door hangers around town)
- Notices for dilapidated houses (325 S. Clark) (115 S. Vernon)
- Work on Nuisance ordinance amendment
- Work on Diamond maps. (Town boundaries, zoning, etc.)
- Add layer to Diamond maps plotting Storm Shelters (on going)

Safety

- Continue update all safety plans
- Work with OMAG on safety procedures
- Online courses through OMAG (on going)
- Monthly toolbox meetings with HPWA

8. Animal Control

Animals called in ___15___

Animals picked up ___8___

Animals returned to owner ___6___

Animals Adopted out ___4___ Animals at Foster care _____

Animals for Vet care _____

Animals (Cat) trapped _____

Animals (Feral -Cats) spade or neutered _____ at Oklahoma Humane Society

Animals (Feral-Cats) relocated _____ Animals (Cats) _____

Animals (livestock, Wildlife) ___2___ Animals Euthanized _____

Animal Totals (ALL) ___15___

Mileage for the month is 45 miles

On 5-5-20 A dog was picked up at airport road on a complaint of animal showing aggression toward Carla Chenoweth, this is the second time the dog has been picked up in city limits, owner of the dog lives in the county and is Gina Evans and Shawn Tillman, they were fined \$100.00 for animal at large and was told if the animal came back into town fine would be doubled.

On 5-12-2020 at approximately 15:48 I received a call from Joe Hernandez on a dog bite at 319 west Indiana street, report was taken and I found the dog at 508 south Spencer street, the animal was picked up by an occupant of that residence and transported the Pit Bull to the Hinton Animal Shelter for Quarantine. Owner was located at 205 West Skyview street and fined \$250.00 for vicious animal at large. Owner was also told the dog would remain in the shelter for 11 days unless a rabies vaccination report could be shown. Owner Kerstin Glass stated the dog was current on shots and would bring the police department a copy of that report. Kerstin was told the animal would have to leave the Hinton city limits and could not be returned to town, Kerstin said she would take the dog to her mother's house out east of town. Kerstin was also told if the dog was back in town, she could face a higher fine and possible jail time.

Returned back to 319 West Indiana Street on a complaint of 2 puppies at large. Both animals were picked up and taken to the shelter. I spoke to the owner, Kerstin Glass, and she said they wanted to give the pups up for adoption. Animals will be sent to Colorado for adoption.

On 5-15-2020 I received 2 complaints on Ken and Kim Spady. Complaint forms were filled out by David and Nancy Turner on Spady's dog's running at large and showing aggression towards other animals.

David states his wife Nancy was in their back yard with the 2 small dogs when Spady's dogs approached their fence and started growling and showing aggression to the smaller dogs. Turners and other residents on Max street have complained on the dog's in the past (7 or 8 complaints). I made contact with Ken Spady on the complaints filed and told him that this was a warning on the dog's at large. Ken was told if the animals were at large again he would be fined. Ken stated he understood. Video and photographs of the Spady animals are on file 05-14-2020 at 18:00 hours

5-18-20 I received a call from Carla Chenoweth stating that Shawn Tillman's dog was at large and was trying to get in the calf's pen just north of her residence. I pulled into the driveway and saw the Mal-Pit mix dog, tan with a black mask, jumping on the fence where the calf was. I made contact with Carla and the dog, yelled at the dog and he came to me, I put a leash on him and was going back to my vehicle and Shawn crossed the fence and asked if he could take the dog back home. I told Shawn that I already had possession of the animal and that the animal was showing aggression toward the calf. I also told Shawn that I was unsure if the dog was trying to hurt the calf or not but I wasn't taking any chance of that happening. I told Shawn that this was the third time the dog has been picked up in the city limits and that he just got the dog out of the shelter a couple of weeks ago and that the fine on him this time because of the incident with the calf the fine would be \$250.00. Shawn was told he needed to keep the dog on a chain or give the dog to someone who would take care of it. I also told him I could find the dog a home and he said no. Shawn was told if he picked the dog up and it was inside the city limits for the fourth time the fine would jump to \$500.00. The dog was transported to the Hinton shelter.

On 5-19-20 I was at the Hinton police dept. Kim Spady came in and was asking about the video of her dogs at large. She asked if I had the video. I stated yes. She asked to see the video. I showed her the video and asked if that was her dogs. Kim said yes. After a short period of time Kim said that I was not treating her like everyone else on animals at large. She was asked about her dogs jumping the fence and she said they did not jump the fence, that her boys had the dogs out front and they must have went down the street. Kim was told the dogs could not be out without a leash and that she knew about the leash law. She kept saying I didn't treat her right on the verbal warning and that others in her neighborhood was treating her wrong about the dogs. I explained the video on the dogs and told her that was why she received a verbal warning and not a citation because I never saw the animals at large but only on video and that there were other complaints from the past on her dogs. I told Kim that I had a job to do and that I give everyone a warning. Kim then said yeah that's why you get the big bucks. I took this comment as Kim trying to belittle me and found it very unprofessional from a person that also works for the Town of Hinton.

I told her if the dogs were on a leash or a stake in the yard and could not leave the property then it was legal as long as they could not reach the side walk area or the street.

On 05-29-20 I called Gina Evens on their dog in the shelter. I told her the dog was over on the shelter period and that they needed to get the dog out. Gina was told she had till Monday 6-1-2020 to get the dog out or it was going up for adoption.

9. Planning & Zoning – No Report

10. Parks Department

- Filled in ruts and holes at little league complex and walking trail with fill dirt
- Hung Kiwanis signs back up
- Cleaned out bathrooms at walking trail
- Pulled t-posts at walking trail around trees and saplings
- Sprayed round up around trees and fence line at walking trail and little league complex
- Picked up irrigation pipe and trailer from Jaques property and brought to maintenance yard to surplus.
- Made cover for splash pad pipe manifold and painted
- Took down old coax from city hall and patched holes on side of building
- Helped deliver senior meals
- Cleaned out and organized in rear of shop at fairgrounds
- Replaced dusk to dawn light on front of main barn at fairgrounds
- Fixed tire spray trailer

- Helped Taylor with fixing 3D printer
- Mowed grass and trimmed weeds
- Started cleaning out and organizing Christmas decorations in black trailer at fairgrounds
- Hung netting on N\S east side little league gates to fields
- Loaded and marked 600' of 5" hose on Engine 2
- Cleaned out and organized garage area of little league concession area and asked chase Smith to pick up his personal mower so I could park town mower at fields.
- Sprayed around all trees at walking trail, and sprayed fence lines at LL
- Cleaned up around backstop of HS baseball field on park side.
- Opened playground and park back up to public.
- Formed up concrete for sidewalk at little league
- Drove posts and fixed bar ditch in front of senior center
- Repaired water hydrant, brought in fill dirt and leveled off, repaired roof leak and painted handrail at senior center.

11. Hinton Economic Development Authority – Minutes included in Claims

F. Consent Agenda

By unanimous consent, the Board of Trustees may designate noncontroversial items to be considered in one motion and one vote without discussion. The Board of Trustees may add items from the Business Agenda to be approved as Consent Agenda items or may remove items from the Consent Agenda for discussion and consideration during the Business Agenda. Any Agenda items not added to the Consent docket will be considered separately.

1. Minutes of Town of Hinton Regular Meeting on May 19, 2020, Minutes of the Town of Hinton Public Hearing on May 19, 2020, and Minutes of the Town of Hinton Special Joint Meeting with HPWA on May 22, 2020.
2. Claims, emergency disbursements, and payroll costs in amount of \$241,196.08 for May, 2020.

Motion by Henry Warren, seconded by Casey McCloud; To approve the consent agenda.

VOTE: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

G. Business Agenda: Discuss and consider the following items, taking action as deemed appropriate:

1. Invoices over \$10,000.00 – NONE
2. Prison Pivot Grading Project – evaluate and award bid, approve and authorize contract including Town Administrator’s execution of necessary documents.

Town Administrator Shanon Pack read the list of bids that were received. Eric Cowan, President of Impressive Services LLC had the low bid and he attended the meeting to answer questions. The Trustees asked him why his bid was considerably lower than the others. He stated how he bid a project using actual property information rather than the engineer’s estimates. Josh Brookshire reported that his bid had been sent to Garver USA for review. Garver reported back that they had checked his references and received a good report.

Shanon Pack then made his recommendation to accept the bid from Impressive Services LLC.

Motion by, Shelly Newton seconded by Henry Warren; To award the bid for the Prison Pivot Grading Project to Impressive Services LLC for an amount of \$248,000, and authorize Town Administrator Shanon Pack to execute the necessary documents.

VOTE: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

3. Appoint Andy Walsh or other appropriate person to serve on the Hinton Library Board for the term remaining for Andrea Mears who has submitted her resignation. Term ending 4/30/23
Motion by Henry Warren, seconded by Casey McCloud; To appoint Andy Walsh to serve on the Hinton Library Board for the remaining term of Andrea Mears whose term ends 4/30/23.
VOTE: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes
Motion Passed 5 - 0

4. Recommendation of the Hinton Library Board to hire a part-time library assistant.
Library Director Taylor Meriwether reported the Library Board had met on Monday, June 15, 2020, and their recommendation was to hire Kyler Byrd at \$10.00 per hour
Motion by Henry Warren, seconded by Shelly Newton; To authorize Librarian Taylor Meriwether to hire Kyler Byrd as a part-time assistant at an hourly rate of \$10.00,
Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes
Motion Passed 5 - 0

5. Budget Workshop FY 2020-21.
There were no changes and no questions.
NO ACTION

6. **Resolution 2020-14** – A Resolution approving the Town of Hinton, Oklahoma’s budget for the fiscal year 2020-21 and establishing budget amendment authority.
Motion by Henry Warren, seconded by Brandon Hill; To approve Resolution 2020-14 approving the Town of Hinton, Oklahoma’s budget for the fiscal year 2020-21 and establishing budget amendment authority.
Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes
Motion Passed 5 - 0

7. Presentation by Shelly Whitmire and Amanda Hollis regarding alternatives to removing center parking on Main Street.
Amanda Hollis addressed the Trustees about the center parking issue. She stated this has been in place since she believes the early 1930’s. She reported numbers of businesses, business owners and the number of parking spaces available. She believes that removing the center parking will be devastating to the small businesses. She is requesting a 90 day moratorium on the decision to remove center parking.
Shelly Whitmire also spoke to the parking issue and stated she believes the number of empty parking spaces is distorted because of the COVID-19 virus.

8. Center Parking – Main Street.
Shelly Newton expressed her appreciation to everyone for their attendance. She referred to the Comprehensive Plan when there were several public meetings to identify issues facing the Town for future growth, one of which was the center parking. She stated that none of this is taken lightly.
Tisha Bender offered her opposition to removing the center parking, stating that 75% of Hinton is older residents. She encouraged the Trustees to work with businesses to find an alternative solution.

Casey McCloud, Brandon Hill and Janie Smallwood all expressed their appreciation for the attendance and stated their main concern was safety and keeping the trucks and farm equipment off of the residential streets.

Motion by Shelly Newton, seconded by Janie Smallwood; To halt progress on this issue for 90 days and encourage the citizens to come together and discuss alternatives to present to the Trustees.

Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

9. Truck Route.

NO ACTION

10. Stop/yield signs at all intersections.

Casey McCloud stated there are several intersections in town that have no traffic control. He identified several areas that need to be addressed.

NO ACTION

11. Street lights along N. Broadway.

Casey McCloud asked if this could be a consideration.

Shelly Newton commented that her opinion is that we should put this on hold because of the budget constraints this year.

NO ACTION

12. Street lights along N. Vernon (1800 block).

These lights were requested by the Hinton Street Race organization. Josh Brookshire commented that they had offered to pay the cost of the lights, if necessary. Henry Warren state he felt it was not feasible in this budget year.

NO ACTION

13. Approve and authorize HPWA's Application for OWRB loan-- water/wastewater projects; authorize Town Administrator Shanon Pack to execute necessary documents on behalf of the Town.

Motion by Shelly Newton, seconded by Henry Warren; To approve the application for a OWRB loan for water/wastewater projects in the amount of \$3,139,000.00 and authorize Town Administrator Shanon Pack to execute the necessary documents on behalf of the Town.

Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

14. **Resolution 2020-13** – Approving Application for Loan from OWRB for Water/Wastewater Treatment

Motion by Shelly Newton, seconded by Casey McCloud; To approve Resolution 2020-13, approving the application for a loan from OWRB for water/wastewater treatment.

Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

15. **Resolution 2020-11** – A Resolution of The Board of Trustees of The Town of Hinton, Oklahoma Establishing Certain Administrative Fees, Charges for Goods and Services, and Certain Fines for the Violation of the Town of Hinton's Code of Ordinances.

Motion by Henry Warren, seconded by Casey McCloud; To approve Resolution 2020-11, a Resolution of the Board of Trustees of the Town of Hinton, Oklahoma, establishing certain

administrative fees, charges for goods and services and certain fines for the violation of the Town of Hinton's Code of Ordinances.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

16. Renewal of insurance policy for property, auto, general liability, and equipment policies with Farm & City Insurance, Inc. (policy through OMAG).

Motion by Henry Warren, seconded by ; To approve renewal of insurance policy for property, auto, general liability, and equipment policies with Farm & City Insurance, Inc. issued through OMAG.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

17. **Resolution 2020-12** –Authorizing OMAG to Distribute Escrow Account Funds.

Motion by Henry Warren, seconded by Casey McLoud; To approve Resolution 2020-12, authorizing OMAG to distribute escrow account funds.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

18. Surplus 96 new auto-read water meters with endpoints and 15 auto-read meters without end points and authorize sale.

Motion by Henry Warren, seconded by Brandon Hill; To declare 96 new auto-read water meters with endpoints and 15 auto-read meters without end points as surplus and authorize Josh Brookshire to sell the meters.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

19. Evaluate bids and determine to award or not award contract for cleaning Police Station, Town Hall, and Fire Department; determine to approve the proposal for each facility or all facilities combined; approve general terms and execution of contract.

Shanon Pack reported that Staci Pack is under contract for cleaning services until June 30, 2020, and she does not wish to continue.

Shanon Pack reported there were two bids received and he recommends accepting the lower bid of \$1100 per month for all facilities.

Motion by Henry Warren, seconded by Brandon Hill; To approve the bid submitted by Tiffany Johnson in the amount of \$1100.00 per month for all facilities, approving the general terms and authorizing Town Administrator Shanon Pack to execute the contract.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

20. **Ordinance No. 2020-05** – An Ordinance of the Town of Hinton, Oklahoma amending Sections 1-306, 1-307, and 7-100 of the Town of Hinton's Code of Ordinances Concerning the Fire Chief, Assistant Fire Chief, Establishing the Criteria for Membership in the Hinton Volunteer Fire Department, Establishing Minimum Rules and Regulations, Providing for Qualifications, Appointment, and Service of Officers of the Department, Providing for Severability; Repealing Conflicting Ordinances; and Declaring an Emergency.

Motion by Henry Warren, seconded by Casey McLoud; To approve Ordinance No. 2020-05 - An Ordinance of the Town of Hinton, Oklahoma amending Sections 1-306, 1-307, and 7-100 of the

Town of Hinton's Code of Ordinances Concerning the Fire Chief, Assistant Fire Chief, Establishing the Criteria for Membership in the Hinton Volunteer Fire Department, Establishing Minimum Rules and Regulations, Providing for Qualifications, Appointment, and Service of Officers of the Department, Providing for Severability; Repealing Conflicting Ordinances; and Declaring an Emergency.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

21. **Ordinance No. 2020-05** – Emergency Clause –Determination as to whether an emergency exists such that, for the preservation of the public peace, health, safety and welfare of the residents of the Town of Hinton, Oklahoma, the Ordinance should take effect as soon as possible, and, if so, declaring an emergency so that the Ordinance shall be in full force and effect immediately upon its passage as required by law.

Motion by Henry Warren, seconded by Shelly Newton; To approve the Emergency Declaration for Ordinance 2020-05, declaring that an emergency exists so that the Ordinance shall be in full force and effect immediately upon its passage as required by law.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

22. **Ordinance No. 2020-06** – An Ordinance of the Town of Hinton, Oklahoma amending Section 1-303 of the Town of Hinton's Code of Ordinances Concerning the Police Department and Police Chief; Providing for Severability; Repealing Conflicting Ordinances; and Declaring an Emergency.

Motion by Henry Warren, seconded by Janie Smallwood; To approve Ordinance No. 2020-06, an Ordinance of the Town of Hinton, Oklahoma amending Section 1-303 of the Town of Hinton's Code of Ordinances Concerning the Police Department and Police Chief; Providing for Severability; Repealing Conflicting Ordinances; and Declaring an Emergency.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

23. **Ordinance No. 2020-06** – Emergency Clause –Determination as to whether an emergency exists such that, for the preservation of the public peace, health, safety and welfare of the residents of the Town of Hinton, Oklahoma, the Ordinance should take effect as soon as possible, and, if so, declaring an emergency so that the Ordinance shall be in full force and effect immediately upon its passage as required by law.

Motion by Henry Warren, seconded by Casey McLoud; To approve the Emergency Clause for Ordinance 2020-06 declaring that an emergency exists so the Ordinance shall be in full force and effect immediately upon its passage as required by law.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

24. **Ordinance No. 2020-07** – An Ordinance of the Town of Hinton, Oklahoma amending Section 16-200 of the Town of Hinton's Code of Ordinances Establishing Mandatory Use of the Municipal Water System; Establishing Water Service Pursuant to Contract; Allowing Private Water Wells Under Certain Conditions; Permitting Water Service Outside of Municipal Boundaries; Providing for Severability; Repealing Conflicting Ordinances; and Declaring an Emergency.

Shanon Pack stated there had been several requests for city water for property owners outside town limits.

NO ACTION until further information can be gathered.

25. **Ordinance No. 2020-07** – Emergency Clause –Determination as to whether an emergency exists such that, for the preservation of the public peace, health, safety and welfare of the residents of the Town of Hinton, Oklahoma, the Ordinance should take effect as soon as possible, and, if so, declaring an emergency so that the Ordinance shall be in full force and effect immediately upon its passage as required by law.

NO ACTION

26. **Ordinance No. 2020-09** -- An Ordinance of the Town of Hinton, Oklahoma amending Section 12-203, Article 2, Chapter 12, of the Town of Hinton’s Code of Ordinances Concerning Nuisances; Providing for Severability; Repealing Conflicting Ordinances; and Declaring an Emergency.

NO ACTION

27. **Ordinance No. 2020-09** – Emergency Clause –Determination as to whether an emergency exists such that, for the preservation of the public peace, health, safety and welfare of the residents of the Town of Hinton, Oklahoma, the Ordinance should take effect as soon as possible, and, if so, declaring an emergency so that the Ordinance shall be in full force and effect immediately upon its passage as required by law.

NO ACTION

28. Supplemental Environmental Plan as required by DEQ.

Josh Brookshire reported to the Trustees that the Supplemental Environmental Plan (SEP) was required as part of a consent order from DEQ. He has been in contact with DEQ to get direction on what is acceptable to them to comply with this order. He is suggesting a watering station for the splash pad area and one for the new park that is being designed at the corner of Karns and Noble.

NO ACTION

29. Contract with Sugar Creek Ambulance District.

Shelly Newton asked to be allowed to speak to the audience as a Trustee, but also noting that she was presenting her opinion.

First, the Board is tasked with the safety and protection of the citizens. In addition, they are fiscally responsible for the proper use of all taxpayer funds. The Town’s contract is with the Sugar Creek Ambulance Board (also known as the 522 Board) who is appointed by the County Commissioners. She explained that the Town does not have a contract with Medic West – they are hired by the Sugar Creek Ambulance Board. The Sugar Creek Ambulance Board received funding from 2 sources – 1) Ad Valorem taxes and 2) Proceeds from a ¼% sales tax approved by a vote of the citizens of Caddo County. The Town of Hinton has housed the ambulance service and subsidized the Ambulance District at \$2,000 per month since inception.

Second, when the Town was notified of a lawsuit against the Town, she stated we were forced to defend ourselves. The OMAG attorney asked for information and that led to the Trustees starting to look at the Sugar Creek Ambulance Board, their contract and their policies. Admittedly these are things that should have been noticed before, but were just coming to light.

Carol Garrison responded from the audience that she believes the Town Board is NOT doing anything underhanded as has been suggested, but are only looking out for the citizens of the Town of Hinton. She stated she thinks the Sugar Creek Ambulance Board has explaining to do.

Motion by Henry Warren, seconded by Casey McCloud; To not accept the contract as presented by The Ambulance Board and instructing Shanon Pack to schedule a special meeting with the Ambulance Board before the July 1st expiration of the current contract, to try to come to a general agreement on the terms of the contract.

Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

30. Contract with Caddo County for Ambulance Service.

NO ACTION

MEETING RECESSED AT 9:10 P.M.

MEETING RECONVENED AT 9:35 P.M.

31. Ambulance Service – plans/alternatives

NO ACTION

32. Alternative Phone Services.

Shanon Pack and Casey McCloud met with Jason Doughty at XStream Services. Casey stated that XStream pretty much has a monopoly on telephone/internet service and making a change to another carrier would not be any less expensive.

NO ACTION

33. Sugar Creek Casino –request to connect new water lines in connection with Casino expansion and agreement to monitor/limit usage.

Attorney Kim Spady reported she has had several emails from the Tribe’s attorney. Progress is being made on an agreement

NO ACTION

MEETING RECESSED AT 10:13 P.M.

MEETING RECONVENED AT 10:19 P.M.

34. Vote to enter into or not enter into executive session as authorized by 25 O.S. § 307(B)(3) to discuss the purchase or appraisal of real property – easement for east waterline extension.

Motion by Henry Warren, seconded by Casey McCloud; To enter into executive session at 10:28 p.m. as authorized by 25 O.S. § 307(B)(3) to discuss the purchase or appraisal of real property – easement for east waterline extension.

Vote: H Warren – Yes; S Newton – Yes; C McCloud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

35. Executive Session.

36. Acknowledge conclusion of Executive Session.

Mayor Warren acknowledged the conclusion of Executive Session at 10:47 p.m. where the Trustees discussed the purchase or appraisal of real property for an easement for East Waterline Extension. Trustees Warren, Newton, McLoud, Hill and Smallwood were present along with attorney Kim Spady, Town Administrator Shanon Pack and Public Works Director Josh Brookshire. No other business was discussed and no action was taken.

37. Action as appropriate concerning obtaining easement for water line extension.

Motion by Henry Warren, seconded by Shelly Newton ; To authorize Josh Brookshire and Shanon Pack to negotiate and easement with Roger Allen on his property South of Dollar General.

Vote: H Warren – Yes; S Newton – Yes; C McLoud – Yes; B Hill – Yes; J Smallwood – Yes

Motion Passed 5 - 0

H. Comments by the Board of Trustees.

NONE

I. Adjourn at 10:49 p.m.

Agenda posted June 12, 2020 at 5:00 p.m. in the cases at Town Hall and the Hinton Economic Development Authority and at www.Hintonok.com.

Henry Warren, Mayor