

**CITY OF CATOOSA  
CITY COUNCIL  
MINUTES OF MAY 29, 2018  
SPECIAL MEETING**

**I. Meeting Convened**

**A. Call to Order:** A special meeting of the City Council of the City of Catoosa was held and called to order by Mayor Brenda Conley at 6:08 p.m. on Tuesday, the 29<sup>th</sup> day of May, 2018, at Catoosa City Hall, 214 S. Cherokee, Catoosa, Oklahoma. The meeting was held in compliance with the Oklahoma Open Meeting Act and was posted in accordance therewith at least 24 hours in advance at City Hall for the purpose of discussion, consideration and possible action on the following agenda items.

**B. Invocation:** Lavona Ashlock, Rock House Church

**C. Pledge of Allegiance:** Mayor Brenda Conley

**D. Roll Call:** The following council members were **present** for this meeting: Ward#6 Councilor Russ White; Ward #5 Councilor Dale Zerbe; Ward #4, Councilor Shawn Battles; Ward#3, Councilor Greg Williams; Ward #2, Councilor and Vice Mayor Thomas Sweet; Member at Large Councilor Derrick Hildebrant; Ward #1 and Mayor Brenda Conley.

The following staff members were present for this meeting: John Blish, Acting City Manager; Wendy Knight, City Clerk; Denus Benton, Fire Chief; and City Attorney Eric Wade, of Rosenstein, Fist & Ringold.

**E. Public Comments:**  
There were no public comments.

**II. Consent Agenda:**

**Information:** Consideration and appropriate action relating to a request for City Council approval of the Consent Agenda:

- 1) There was no action to approve or not approve the minutes.
- 2) Approval of Regular and Prepaid Claims.

A motion was made by **Shawn Battles** and seconded by **Thomas Sweet** to approve the Regular and Prepaid Claims on the consent agenda. The motion **passed** with the following votes:

Mayor Brenda Conley-aye	Dale Zerbe-aye
Vice-Mayor Thomas Sweet-aye	Russ White-aye
Greg Williams-aye	Derrick Hildebrant-aye
Shawn Battles-aye	

**III. Items Removed from Consent Agenda:** There were no items removed from the consent agenda.

**IV. Agenda Items:**

**Item #1: Employee Benefits Package**

A motion was made by **Derrick Hildebrant** and seconded by **Thomas Sweet** to approve the benefits package for City of Catoosa full-time employees for FY2018-2019 as proposed by the City Manager. The motion **passed** with the following votes:

Mayor Brenda Conley-aye	Dale Zerbe-aye
Vice-Mayor Thomas Sweet-aye	Russ White-aye
Greg Williams-aye	Derrick Hildebrant-aye
Shawn Battles-aye	

**Item #2: Amendment to Economic Development Agreement**

A motion was made by **Thomas Sweet** and seconded by **Russ White** to approve the Amendment to the Economic Development Agreement subject to approval of form by City Attorney and Mayor. The motion **passed** with the following votes:

Mayor Brenda Conley-aye	Dale Zerbe-aye
Vice-Mayor Thomas Sweet-aye	Russ White-aye
Greg Williams-aye	Derrick Hildebrant-aye
Shawn Battles-aye	

**Item #3: Resolution 2018-540**

A motion was made by **Derrick Hildebrant** and seconded by **Thomas Sweet** to approve Resolution 2018-540 relating to the incurring of indebtedness by the Catoosa Industrial Authority, waiving competitive bidding and approving a Purchase Contract, Sales Tax Agreement and other related documents. The motion **passed** with the following votes:

Mayor Brenda Conley-aye	Dale Zerbe-aye
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Vice-Mayor Thomas Sweet-aye  
Greg Williams-aye  
Shawn Battles-aye

Russ White-aye  
Derrick Hildebrant-aye

**Item #4: Audit Engagement Letter for FY17-18**

A motion was made by **Thomas Sweet** and seconded by **Dale Zerbe** to approve the audit engagement letter with CBEW Professional Group, LLC for financial and compliance audits for the fiscal year ending June 30, 2018. The motion **passed** with the following votes:

Mayor Brenda Conley-aye  
Vice-Mayor Thomas Sweet-aye  
Greg Williams-aye  
Shawn Battles-aye

Dale Zerbe-aye  
Russ White-aye  
Derrick Hildebrant-aye

**Item #5: Proposed Executive Session**

A motion was made by **Thomas Sweet** and seconded by **Derrick Hildebrant** to enter into executive session. The motion **passed** with the following votes: **(6:30 PM)**

Mayor Brenda Conley-aye  
Vice-Mayor Thomas Sweet-aye  
Greg Williams-aye  
Shawn Battles-aye

Dale Zerbe-aye  
Russ White-aye  
Derrick Hildebrant-aye

**Statement of Executive Session Minutes:**

Mayor Brenda Conley acknowledged the City Council returned to open session at **7:20 PM**. During executive session, the City Council held confidential communications regarding the matters listed under Agenda Item #5 on the agenda for this meeting. The acting City attorney was present for the discussions pertaining to the employment and hiring of a City Manager, including reviewing and discussing specific candidates for the position of City Manager, the disclosure of which would violate the confidentiality rights of the candidates under state or federal law, pursuant to Title 25, Section 307 (B)(1) and (7) of the Oklahoma Statutes.

- a. Vote to convene in executive session.
- b. Acknowledge return to open session.
- c. Statement of executive session minutes.

**Item #6: City Manager Search**

A motion was made by **Thomas Sweet** and seconded by **Russ White** to authorize continued negotiations for a City Manager employment contract consistent with the discussion in executive session, or take any other action deemed appropriate in connection with the City Manager search. The motion **passed** with the following votes:

Mayor Brenda Conley-aye  
Vice-Mayor Thomas Sweet-aye  
Greg Williams-aye

Dale Zerbe-aye  
Russ White-aye  
Derrick Hildebrant-aye

Shawn Battles-aye

**Item #7: Acceptance of Resignation**

A motion was made by **Derrick Hildebrant** and seconded by **Shawn Battles** to accept the resignation of Councilman Zerbe, Ward 5, effective June 6, 2018. The motion **passed** with the following votes:

Mayor Brenda Conley-nay

Vice-Mayor Thomas Sweet-aye

Greg Williams-aye

Shawn Battles-aye

Dale Zerbe-aye

Russ White-aye

Derrick Hildebrant-aye

**V: City Manager Report:** John Blish informed the City Council of the following:

- Pine Street project almost completed. Still waiting on opticon changes.
- Making adjustments within our budget.
- Andy Armstrong is submitting proposal for grant to resurface 166.

**VI: Council Comments:** **Brenda Conley** asked the status of replacing police officers, and spoke about property owners and easements. **Derrick Hildebrant** inquired about the route and plans for the Freewheelers coming down Highway 66. He also reported a hole that has opened up in Spunky Creek, by the storm water culvert.

**VII: Adjourn:**

A motion was made by **Thomas Sweet** and seconded by **Dale Zerbe** to adjourn. The motion passed with the following votes: **(7:30 PM)**

Mayor Brenda Conley-aye

Vice-Mayor Thomas Sweet-aye

Greg Williams-aye

Shawn Battles-aye

Dale Zerbe-aye

Russ White-aye

Derrick Hildebrant-aye

Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Wendy Knight, City Clerk

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Brenda Conley, Mayor