

**CITY OF CATOOSA  
PUBLIC WORKS AUTHORITY  
MINUTES OF SEPTEMBER 11, 2023  
REGULAR MEETING**

**I. Meeting convened:**

**A. Call to Order:** A regular meeting of the Public Works Authority of the City of Catoosa was held and called to order by Chairman Greg Williams at 6:49 p.m. on Monday, the 11th day of September 2023 at Catoosa City Hall, 214 S. Cherokee, Catoosa, Oklahoma 74015. 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. Roll Call:** The following Trustees were **present** for this meeting: Vice-Chairman Jonnie Mott; Teresa O'Donnell; Kyle Gibson; Fred Williams; Chairman Greg Williams; Thomas Sweet; and Brenda Conley.

The following staff members were present for this meeting: John Blish, City Manager; Vicky Sutton, City Clerk; Jamie Scrivner, Finance Director, Ronnie Benight, Police Chief; Denus Benton, Fire Chief; City Engineer Brian Kellogg, of Kellogg Engineering; and Acting City Attorney Adam Heavin, of Rosenstein, Fist & Ringold.

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

**II. Consent Agenda:**

- 1) Approval of Minutes of the **August 28, 2023**, Regular Meeting
- 2) Approval of Regular and Prepaid Claims

A motion was made by **Kyle Gibson** and seconded by **Brenda Conley** to approve the consent agenda. The motion **passed** with the following votes:

Brenda Conley-aye	Kyle Gibson-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Chairman Greg Williams-aye	Vice-Chairman Jonnie Mott-aye
Fred Williams-aye	

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

**IV. Agenda Items:**

**Item #1: Independent Contractor Agreement with Kellogg Engineering, Inc.**

A motion was made by **Thomas Sweet** and seconded by **Fred Williams** to approve an agreement with Kellogg Engineering, Inc. for engineering services. The motion **passed** with the following votes:

Brenda Conley-aye	Kyle Gibson-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Chairman Greg Williams-aye	Vice-Chairman Jonnie Mott-aye
Fred Williams-aye	

**Item #2: Disaster Assistance Agreement for Emergency and Major Disasters with the State of Oklahoma**

A motion was made by **Kyle Gibson** and seconded by **Fred Williams** to approve entering into a Disaster Assistance Agreement for Emergency and Major Disasters with the State of Oklahoma to provide financial assistance to the City for damages resulting from severe storms, straight-line winds and tornados during the time period June 14 – 18, 2023; designate Denus Benton and Vicky Sutton as the City's designee to act on behalf of the City in connection with the agreement; and authorize the City Manager, John Blish to sign the agreement and all other necessary documents on behalf of the City. The motion **passed** with the following votes:

Brenda Conley-aye	Kyle Gibson-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Chairman Greg Williams-aye	Vice-Chairman Jonnie Mott-aye
Fred Williams-aye	

**Item #3: Approval of apptegy Social Media Webpage and Mobile App**

A motion was made by **Teresa O'Donnell** and seconded by **Fred Williams** to approve migrating the cities current social media webpage from Civic Plus to apptegy to include mobile app and interface pending contract approval by the city attorney not to exceed \$13,400.00 with current renewal not to exceed \$6,700.00 starting in October 2024. The motion **passed** with the following votes:

Brenda Conley-aye	Kyle Gibson-aye
Thomas Sweet-aye	Teresa O'Donnell-aye
Chairman Greg Williams-aye	Vice-Chairman Jonnie Mott-aye
Fred Williams-aye	

**V. New Business:** There was no new business.

**VI. Trustee Comments:** There were no trustee comments.

**VII. Adjourn:**

A motion was made by **Fred Williams** and seconded by **Jonnie Mott** to adjourn.  
The motion **passed** with the following votes: **(6:53 PM)**

Brenda Conley-aye

Kyle Gibson-aye

Thomas Sweet-aye

Teresa O'Donnell-aye

Chairman Greg Williams-aye

Vice-Chairman Jonnie Mott-aye

Fred Williams-aye

Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
**Vicky Sutton, City Clerk**

\_\_\_\_\_  
**Greg Williams, Chairman**