

**TOWN OF CARLTON LANDING
REGULAR MEETING OF THE BOARD OF TRUSTEES**

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as "School Building 2"
Date and Time: Saturday, November 21, 2015 at 8:00 a.m.

Notice and Agenda posted in prominent view at 10B Boulevard, Carlton Landing, Oklahoma, also known as "School Building 2" and on the Community Bulletin Board on the Telephone Booth on the Boulevard, Carlton Landing, Oklahoma before 8:00 a.m. November 19, 2015

MINUTES

1. Call to Order.

The meeting was called to order at 8:01 a.m. with Mayor Chinnici presiding.

2. Roll Call.

A roll call reflected that Trustees Chinnici, McCollum, Hardway, Lee, Clerk Blair and Treasurer Summers were present.

3. Minutes:

Regular Board of Trustees Meeting October 17, 2015

MOTION: A motion was made and seconded to approve the minutes as written.

AYE: Chinnici, McCollum, Hardway, Lee

NAY: None

4. Sales Tax Revenue Report

DISCUSSION: The Town Administrator, Jordan Sowers, resigned from his position with 20 November, 2015 being his last day. A new Town Administrator will be hired as soon as possible. The administrative assistant provided an overview of the current sales tax data. The October collections were lower than expected. The staff met with members from Senator Lankford's office regarding sales tax. A new letter will be prepared to submit to the post office to obtain a unique zip code for Carlton Landing to aide in sales tax collection to our area directly. As a side note, "Carlton Landing" is now recognized as a town with the post office using the same zip code of 74432. Residents may use "Carlton Landing" or "Eufaula" as the city for their address.

ACTION: None

5. Discussion, Consideration, and Possible Action to empower the Mayor along with the Town Administrator to amend the Town Administrative Contract, to allow the Town Administrator to enter into contracts in the name of the Town, including the possibility of setting a maximum allowable dollar amount for each such contract

DISCUSSION: Details of the Administrative contract were discussed.

MOTION: A motion was made and seconded to amend the Administrative Contract as discussed in agenda item #5, using specific language provided by the town attorney, to allow the town administrator the authority to contract and/or purchase without town board authority not to exceed \$10,000.

AYE: Chinnici, McCollum, Hardway, Lee
NAY: None

6. Discussion, Consideration, and Possible Action to accept/deny a Resolution authorizing and directing the Mayor to call a Special Election for approval of the electors of a General Obligation Bond Issue and Authorization and determining and setting forth the bond issue propositions and projects to be submitted to the electors at said election, and declaring an emergency

DISCUSSION: Items listed in the resolution are not listed in order to be accomplished or with a date to be accomplished. They are listed alphabetically. The Town Board of trustees will vote on projects to be completed based on funding available and will be used on property within the town boundaries.

MOTION: A motion was made by McCollum and seconded by Hardway to accept the resolution in agenda item #6.

AYE: Chinnici, McCollum, Hardway, Lee
NAY: None

- 6a. Discussion, Consideration, and Possible Adoption of the Emergency Section of the foregoing Resolution

MOTION: A motion was made by McCollum and seconded by Hardway to accept the emergency section in agenda item #6a.

AYE: Chinnici, McCollum, Hardway, Lee
NAY: None

- 6b. Consider and approve a Special Election Proclamation and Notice to be executed by the Mayor to call a Special Election for approval by the electors of a General Obligation Bond Issue and Authorization.

MOTION: A motion was made by McCollum and seconded by Hardway to approve the Special Election Proclamation and Notice indicated in agenda item #6b.

AYE: Chinnici, McCollum, Hardway, Lee
NAY: None

7. Discussion, Consideration, and Possible action to accept/deny a Resolution approving a Memorandum of Understanding regarding implementation of the Carlton Landing Economic Development Project Plan

DISCUSSION: Projects under TIF are limited to funding projections.

MOTION: A motion was made by McCollum and seconded by Lee to accept the resolution in agenda item #7.

AYE: Chinnici, McCollum, Hardway, Lee
NAY: None

8. Discussion, Consideration, and Possible action to accept/deny a Resolution approving procedural Memorandum between the Town of Carlton Landing, the Pittsburg county Assessor, and the Pittsburg county Treasurer regarding financial and reporting procedures for ad valorem taxes in the implementation of the Carlton Landing Economic Development Project Plan

DISCUSSION: Discussion was held.

MOTION: A motion was made by Chinnici and seconded by McCollum to accept the resolution in agenda item #8.

AYE: Chinnici, McCollum, Hardway, Lee

NAY: None

9. Discussion, Consideration, and Possible Action to accept and put into place the description of the Roles and Responsibilities of the members of the Governing Body as submitted to the Governing Body

DISCUSSION: Discussion was held.

MOTION: A motion was made by McCollum and seconded by Hardway to accept the document in agenda item #9.

AYE: Chinnici, McCollum, Hardway, Lee

NAY: None

10. Discussion, Consideration, and Possible Action to accept/deny the change to Ordinance 11 as discussed in the regular meeting of the Governing Body on October 17, 2015

DISCUSSION: Discussion was held.

MOTION: A motion was made by McCollum and seconded by Hardway to accept the changes to Ordinance #11 as indicated in agenda item #10.

AYE: Chinnici, McCollum, Hardway, Lee

NAY: None

11. Discussion, Consideration, and Possible Action relative to the ongoing activity regarding opening of a section line road by the Pittsburg County Commissioners in order to provide another road into and out of Carlton Landing

DISCUSSION: The Town Attorney has not had a response/reply to the request nor has had any phone calls to discuss it. The Town Attorney will forward a letter requesting a response to the request.

12. Discussion, consideration and possible adoption of a schedule of regular meetings for calendar year 2016

DISCUSSION: Discussion was held.

MOTION: A motion was made by McCollum and seconded by Hardway to accept the schedule of regular meetings for calendar year 2016 as outlined in agenda item number #12.

AYE: Chinnici, McCollum, Hardway, Lee

NAY: None

13. Opportunity for public comment.

NONE

14. Comments and questions by governing body members regarding items for future consideration.


NONE

15. New Business: Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.


NONE

16. Adjournment.

The meeting was adjourned at 0845.



Mayor

Attest: 

Town Clerk

