

# HARTSHORNE PUBLIC WORKS AUTHORITY MEETING MINUTES

City of Hartshorne  
520 S. 5<sup>th</sup> and Modoc  
(use cafeteria entrance)  
Hartshorne, OK 74547  
Date: 03.22.2021  
Time: 6:30 PM

Council Members, Gary Jackson, Roger Hemphill, Lauren Miller, Jessica Hackler, Sheryl Baker, Paul Marean, City Attorney, Joe Tate, Mayor, Ashley Faulkner, City Clerk, Elizabeth Wilson, and City Treasurer, Renee Montgomery, Open to Public.

1. Call to Order Time 6:30

2. Roll Call

Vacant	1 _____
Paul Marean	2 <u>Present</u>
Sheryl Baker	3 <u>Present</u>
Jessica Hackler	4 <u>Present</u>
Vacant	5 _____
Lauren Miller	6 <u>Present</u>
Gary Jackson	7 <u>Present</u>
Roger Hemphill	8 <u>Present</u>

3. Prayer Mrs. Julie Collins

4. Pledge of Allegiance All Present

5. Reports

- **Financial Report**

- Verbal (Mike Kern)

- **PCWA Board Members Report**

- Packet
- Make Request to PCWA Board Member, Marj Daily to request Trust back that was provided to PCWA from City of Hartshorne for printing.

- **PWA Maintenance Report**

- Verbal (Wes Miller)

- **PWA Billing Report**

- Packet

- **Wastewater Plant Report**

- Verbal (Wes Miller)

6. Agenda

A. Motion to approve PWA Minutes from the 02.22.2021 PWA Meeting.

Motion Miller Second Jackson

Roll Call

Vacant 1         
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5         
Lauren Miller 6 Yes  
Gary Jackson 7 Yes  
Roger Hemphill 8 Yes

6 – YES      0 – NO      Motion Passes

B. Motion to approve PWA Minutes from the 03.09.2021 Special PWA Meeting.

Motion Baker Second Jackson

Roll Call

Vacant 1         
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5         
Lauren Miller 6 Yes  
Gary Jackson 7 Yes  
Roger Hemphill 8 Yes

6 – YES      0 – NO      Motion Passes

C. Motion to convene into executive session in accordance with 25 O.S. § (B) (1) to discuss probationary period for Danny Isaacs.

Motion Baker Second Hemphill

Roll Call

Vacant 1         
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5         
Lauren Miller 6 Yes  
Gary Jackson 7 Yes  
Roger Hemphill 8 Yes

6 – YES      0 – NO      Motion Passes

- D. Motion on position of Danny Isaacs following probationary period to move to the position of PWA/Maintenance Tech @ \$14.00 per hour.

Motion Miller Second Marean

**Roll Call**

Vacant 1       
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5       
Lauren Miller 6 Yes  
Gary Jackson 7 No  
Roger Hemphill 8 Yes

5 – YES      1 – NO      Motion Passes

- E. Motion to convene into executive session in accordance with 25 O.S. § 307 (B) (1) to discuss pay raise for PWA Employees Howard Joyce and Dakota Montgomery

Motion Marean Second Miller

**Roll Call**

Vacant 1       
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5       
Lauren Miller 6 Yes  
Gary Jackson 7 Yes  
Roger Hemphill 8 Yes

6 – YES      0 – NO      Motion Passes

- F. Motion to approve a 3.5% pay raise for Howard Joyce bringing pay to \$10.35 per hour.

Motion Baker Second Miller

**Roll Call**

Vacant 1       
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5       
Lauren Miller 6 Yes  
Gary Jackson 7 Yes  
Roger Hemphill 8 Yes

6 – YES      0 – NO      Motion Passes

G. Motion to approve a 3.5% pay raise for Dakota Montgomery bringing pay to \$11.39 per hour

Motion Jackson Second Baker

**Roll Call**

Vacant 1 \_\_\_\_\_  
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5 \_\_\_\_\_  
Lauren Miller 6 Yes  
Gary Jackson 7 Yes  
Roger Hemphill 8 Yes

6 – YES      0 – NO      Motion Passes

H. Motion to convene into executive session in accordance with 25 O.S. § 307 (B) (1) to discuss pay raise for PWA Employee, Wes Miller

Motion Baker Second Jackson

**Roll Call**

Vacant 1 \_\_\_\_\_  
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5 \_\_\_\_\_  
Lauren Miller 6 Yes  
Gary Jackson 7 Yes  
Roger Hemphill 8 Yes

6 – YES      0 – NO      Motion Passes

I. Motion to approve a 3.5% pay raise for Wes Miller bringing pay to \$16.04 per hour and adding PWA-Maintenance Supervisor as title.

Motion Hackler Second Jackson

**Roll Call**

Vacant 1 \_\_\_\_\_  
Paul Marean 2 Yes  
Sheryl Baker 3 Yes  
Jessica Hackler 4 Yes  
Vacant 5 \_\_\_\_\_  
Lauren Miller 6 Yes  
Gary Jackson 7 Yes  
Roger Hemphill 8 Yes

6 – YES      0 – NO      Motion Passes

J. Motion to hire 3-4 seasonal employees as needed until all positions are filled. 4<sup>th</sup> position will not be filled if crew of 3 can maintain all assigned duties.

– **Strike (move to New Business in General)**

K. Motion to pay bills for the PWA for the month of 02.01.2021 through 02.28.2021.

Motion \_\_\_\_\_ Hackler \_\_\_\_\_ Second \_\_\_\_\_ Hemphill \_\_\_\_\_

**Roll Call**

Vacant	1 _____
Paul Marean	2 <u>Yes</u>
Sheryl Baker	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Vacant	5 _____
Lauren Miller	6 <u>Yes</u>
Gary Jackson	7 <u>Yes</u>
Roger Hemphill	8 <u>Yes</u>

6 – YES      0 – NO      Motion Passes

**New Business**

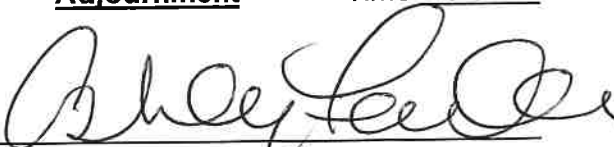
Baker presented bill from Humphrey's Plumbing on work performed at 112 E Drive. The tap had been broken while repairing leak for customer. After discussion with PWA-Maintenance Supervisor, Hemphill made motion to pay Humphrey's Plumbing \$229.55 for repairs to restore tap. Baker seconds motion.


**Roll Call**

Vacant	1 _____
Paul Marean	2 <u>Yes</u>
Sheryl Baker	3 <u>Yes</u>
Jessica Hackler	4 <u>Pass</u>
Vacant	5 _____
Lauren Miller	6 <u>Yes</u>
Gary Jackson	7 <u>Yes</u>
Roger Hemphill	8 <u>Yes</u>

5 – YES      1 – Pass      Motion Passes

**Adjournment**      Time 8:02

  
\_\_\_\_\_  
Ashley Faulkner, Mayor

  
\_\_\_\_\_  
Elizabeth Wilson, City Clerk

