

Pond Creek City Council  
Regular Meeting  
September 14, 2023

Pursuant to the Oklahoma Open Meeting Act 250 O.S. sec, 301-314 and according to the posted agenda, the Pond Creek City Council met October 12, 2023 at the city office building, Pond Creek, Oklahoma. The meeting was called to order at 6:12 P.M. by Mayor, Jake Streck. Council members present were Austin Peterson, Debbie Schultz and Cody Daft. Others present were Brandi Dell, City Clerk/Treasurer, Art Curl, Business Manager, Brandi Gibson, Deputy City Clerk/Collector, Chris Gibson, City Superintendent, Mike Payne, Police Chief, and Justin Bentley, Fire Chief.

Guests present were Cammy Prochaska and Heather Gibson.

A motion was made by Councilwoman Schultz and seconded by Councilman Daft to approve the minutes of the September 14, 2023 regular council meeting. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.

A motion was made by Councilman Peterson and seconded by Councilman Daft to approve the minutes of the October 2, 2023 special council meeting. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.

The treasurer's report was reviewed.

A motion was made by Councilman Daft and seconded by Councilman Peterson to approve payment of vendor invoices. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.

Reports were given by City Superintendent, Chris Gibson; Police Chief/Code Enforcement Officer, Mike Payne; Fire Chief, Justin Bentley; Business Manager, Art Curl; and Mayor, Jake Streck.

- A. A motion was made by Councilman Daft and seconded by Councilman Peterson to purchase AirMed Care for all full-time employees. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.
- B. A motion was made by Councilwoman Schultz and seconded by Councilman Peterson to have Halloween activities on Halloween, October 31. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.

- C. A motion was made by Councilwoman Schultz and seconded by Councilman Daft to approve the council meeting schedule for 2024. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.
- D. A motion was made by Councilman Peterson and seconded by Councilman Daft to approve the holiday schedule for 2024. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.
- E. A motion was made by Councilman Daft and seconded by Councilwoman Schultz to apply for a REAP grant to redrill and repair water well #1. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.
- F. A motion was made by Councilwoman Schultz and seconded by Councilman Peterson to approve, Resolution #2023-33, authorizing application for financial assistance from the rural economic action plan (REAP) fund. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.
- G. A motion was made by Councilwoman Schultz and seconded by Councilman Peterson to adjourn as the City of Pond Creek into Executive Session for the purpose of discussion on hiring Librarian/Receptionist and job description for the position. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.
- H. A motion was made by Councilwoman Schultz and seconded by Councilman Daft to reconvene as the City of Pond Creek and take action resulting from the discussion during executive session. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.
- I. A motion was made by Councilman Daft and seconded by Councilwoman Schultz to approve the full-time Librarian/Receptionist job description. The position will be responsible for greeting customers, answering phone calls, taking payments, and other office duties as well as librarian duties. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.
- J. A motion was made by Councilwoman Schultz and seconded by Councilman Peterson to approve hiring Heather Gibson full-time as Librarian/Receptionist with a starting salary of \$30,000. The motion carried with council members voting: Austin Peterson, Aye; Debbie Schultz, Aye; and Cody Daft, Aye.

A motion was made by Councilman Peterson and seconded by Councilman Daft to adjourn the meeting. The motion carried with council members voting: Brent Hendrix, Aye, Austin Peterson Aye; Debbie Schultz, Aye; and Cody Daft, Aye.

The City of Pond Creek has complied with the Open Meeting Laws of the Oklahoma Statutes.

Brandi Dell, City Clerk/Treasurer