

Jan 9

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

Location: The Meeting House, 20 Boulevard, Carlton Landing, Oklahoma
Date and Time: Thursday, January 9, 2014 at 8:30 P.M.

Notice posted in prominent view at The Meeting House before 8:30 P.M. on January 7, 2014.
Agenda posted in prominent view at The Meeting House before 8:30 P.M. on January 8, 2014.

MINUTES

1. Call to Order.
The meeting was called to order at 8:40 p.m.
2. Roll Call.
A roll call reflected that Trustees Duval, McCollum and Melton were present.
3. Opportunity for public comment.
NO ACTION
4. Minutes: Special Meeting of January 6, 2014.
NO ACTION.
5. Discussion, Consideration and Possible Action to cancel the regularly scheduled meeting of the Board of Trustees on January 20, 2014.
MOTION: A motion was made and seconded to cancel the regularly scheduled meeting of the Board of Trustees on January 20, 2014.
AYE: McCollum, Melton, Duval
NAY: None
6. Discussion, Consideration and Possible Action to change the dates of the regular meetings of the Board of Trustees for calendar year 2014.
MOTION: A motion was made and seconded to change the date and time for the regular meetings of the Board of Trustees for calendar year 2014 to the third Friday of each month at 4:00 p.m., to take effect beginning in February of 2014.
AYE: McCollum, Melton, Duval
NAY: None
7. Discussion, Consideration and Possible Action to repeal and declare void Ordinance No. 2 [levying a 4.3% excise tax on sales, subject to voter approval].
DISCUSSION: Trustees noted that after discussion with key stakeholders, they have reached the conclusion that a 4.3% sales tax would counterproductive for the town over the medium and long term.
MOTION: A motion was made and seconded to repeal and declare void Ordinance No. 2.

AYE: McCollum, Melton, Duval
NAY: None

8. Discussion, Consideration and Possible Action to cancel the election on the question of approval of Ordinance No. 2 and to cancel the associated special town meeting called for January 20, 2014.

MOTION: A motion was made and seconded to cancel the election on the question of approval of Ordinance No. 2 and to cancel the associated special town meeting called for January 20, 2014.

AYE: McCollum, Melton, Duval
NAY: None

9. Ordinances levying and establishing general purpose municipal sales taxes:

- a. Discussion regarding the desired rate of an excise tax to be levied on all sales within the municipal boundaries which are taxable under the Oklahoma Sales Tax Code.

DISCUSSION: Trustees discussed their conversations with key stakeholders regarding a sustainable sales tax rate, and noted that a rate of 3% was acceptable to those stakeholders.

- b. Discussion, Consideration and Possible Action to adopt Ordinance No. 4, levying a general purpose municipal excise tax of 3% on all sales within the municipal boundaries which are taxable under the Oklahoma Sales Tax Code; providing an effective date of April 1, 2014; and declaring an emergency.

MOTION: A motion was made and seconded to adopt Ordinance No. 4.

AYE: McCollum, Melton, Duval
NAY: None

- c. Discussion, Consideration and Possible Action to approve the emergency clause of Ordinance No. 4 [requires an affirmative vote by all 3 Trustees].

MOTION: A motion was made and seconded to adopt the emergency section of Ordinance No. 4.

AYE: McCollum, Melton, Duval
NAY: None

- d. Discussion, Consideration and Possible Action to adopt Ordinance No. 5, levying a general purpose municipal excise tax, in addition to that levied in Ordinance No. 4, on all sales within the municipal boundaries which are taxable under the Oklahoma Sales Tax Code; providing an effective date of April 1, 2014; and declaring an emergency.

MOTION A motion was made and seconded to **reject** Ordinance No. 5.

AYE: McCollum, Melton, Duval
NAY: None

- e. Discussion, Consideration and Possible Action to approve the emergency clause of Ordinance No. 5 [requires an affirmative vote by all 3 Trustees].

NO ACTION

- f. Discussion, Consideration and Possible Action to adopt a resolution calling an election for the purpose of submitting the questions of approval of the foregoing sales tax Ordinances No. 4 and Ordinance No. 5 to a vote of the people, to occur at a special town meeting on January 22, 2014 at 6:30 p.m.

MOTION: A motion was made and seconded to approve Resolution No. 3, calling an election for the purpose of submitting the questions of approval of the foregoing sales tax Ordinances No. 4 and Ordinance No. 5 to a vote of the people, to occur at a special town meeting on January 22, 2014 at 6:30 p.m.

AYE: McCollum, Melton, Duval

NAY: None

10. Discussion of the responsibilities of the office of Town Treasurer.

DISCUSSION ONLY: Discussion was had regarding the responsibilities of Town Treasurer, including setting up depository accounts, assisting Trustees with budgeting of funds and proper tracking of expenditures against appropriations. Trustees noted that they would individually contact potential candidates to raise interest in the position.

11. Discussion, Consideration and Possible Action to adopt a resolution calling an election for Town Treasurer with a term expiring in April 2015, to be held at a special town meeting on January 22, 2014 at 6:30 P.M.

MOTION: A motion was made and seconded to approve Resolution No. 4, calling an election for Town Treasurer with a term expiring in April 2015, to be held at a special town meeting on January 22, 2014 at 6:30 P.M.

AYE: McCollum, Melton, Duval

NAY: None

12. Discussion, Consideration and Possible Action to adopt a resolution calling an election for the purpose of submitting submit the question of whether the Board of Trustees should be expanded to 5 members to a vote of the people, to be held at a special town meeting on January 22, 2014 at 6:30 P.M.

DISCUSSION: Trustees discussed the difficulties in managing the town with only 3 members of the governing body under the open meeting act.

MOTION: A motion was made and seconded to adopt Resolution No. 5, calling an election for the purpose of submitting the question of whether the Board of Trustees should be expanded to 5 members to a vote of the people, to be held at a special town meeting on January 22, 2014 at 6:30 P.M.

AYE: McCollum, Melton, Duval

NAY: None

13. Discussion, Consideration and Possible Action to adopt a resolution calling an election for Trustee Position No. 4, with a term expiring in April 2015, and Trustee Position No. 5, with a term expiring in April 2017, to be held at a special town meeting on January 22, 2014 at 6:30 P.M.

MOTION: A motion was made and seconded to approve Resolution No. 6, calling an election for Trustee Position No. 4, with a term expiring in April 2015, and Trustee Position No. 5, with a term expiring in April 2017, to be held at a special town meeting on January 22, 2014 at 6:30

P.M., as amended by the removal of the phrase "to submit to the voters the question of whether the size of the Board of Trustees shall be expanded to five (5) members."

AYE: McCollum, Melton, Duval

NAY: None

14. Discussion, Consideration and Possible Action to approve a notice of a Special Town Meeting to occur on January 22, 2014 at 6:30 P.M. at The Meeting House to elect additional town officers and consider questions to be submitted to the voters by prior action at the meeting, with the notice to be published no later than January 12, 2014.

MOTION: A motion was made and seconded to approve a notice of a Special Town Meeting to occur on January 22, 2014 at 6:30 P.M. at The Meeting House to elect additional town officers and consider questions to be submitted to the voters by prior action at the meeting, with the notice to be published no later than January 12, 2014.

AYE: McCollum, Melton, Duval

NAY: None

15. Discussion, Consideration and Possible Action to authorize individual members of the governing body to investigate and encourage interest among possible candidates to contract to provide legal advice and services to the Town and/or for possible appointment as Town Attorney, to include discussion of the possible development of a request for proposals.

DISCUSSION ONLY: Trustees discussed the future need to obtain legal counsel for the town if controversial issues arise. It was noted that at present, the town receives free mechanical assistance to implement the policy choices of the Board of Trustees and that it would be difficult to contract to pay for services before any revenues can be anticipated and budgeted for that purpose. Trustees noted that they will individually contact attorneys who may be interested in working with the town.

16. Report by the mayor on potential candidates to serve as interim legal counsel or in the role of Town Attorney, including a report on rates for services.

DISCUSSION: Mayor Duval reported that a firm he trusts in Shawnee has offered to provide interim services for \$175 per hour, discounted from \$225 per hour, and noted that because travel time would increase the expense, a local firm could save the town a significant amount. A list of local firms will be assembled and potential counsel will be identified at a future meeting.

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

NO ACTION

18. Comments and questions by governing body members.

DISCUSSION: It was noted that significant lead time on important issues will help citizens to feel well represented and give the public a chance to participate in the process, and that a waiting period between introduction and action may be desirable on significant issue, particularly on budgeting and revenue topics. Mayor Duval stated his support for an ordinance for this purpose.

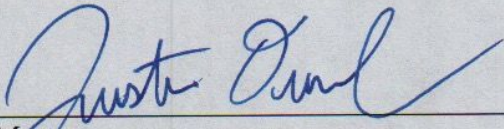
Additionally, Mayor Duval noted that he would like to improve the public's involvement in meetings of the Trustees, and fellow trustees agreed that methods, including online methods, should be explored to provide notices of meetings and access to public documents.

19. Adjournment.

MOTION: A motion was made and seconded to adjourn.

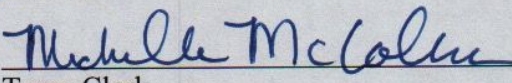
AYE: McCollum, Melton, Duval

NAY: None



Mayor

ATTEST:



Town Clerk

