

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

Location: 10B Boulevard, Carlton Landing, Oklahoma, also known as
the "High School Classroom"
Saturday; July 21, 2018; 8:00 AM

MINUTES

1. Call to Order

The meeting was called to order at 8:07 a.m. with Mayor Chinnici presiding.

2. Roll Call

PRESENT: A roll call reflected that Trustees Chinnici, Carrick, Chapman and Clerk-Treasurer, Summers and Town Financial Officer, Renee Norman were present.

ABSENT: Jeff Click

3. Sales Tax Revenue and other Financial Reports

Renee Norman presented the town Balance Sheet, the Profit & Loss Budget vs. Actual, Transaction List by vendor and an Account QuickReport

4. Consent Agenda: Consideration and Action

- a. Approval of Minutes:
 - 06.16 18 Special Mtg BOT
 - 06.23.18 Special Mtg BOT
 - 06.30.18 Special Mtg BOT
- b. Approval of payment of Purchase Orders
- c. Approval of other Payment of Claims

MOTION: A motion was made by Chinnici and seconded by Carrick to approve the Consent Agenda as presented.

AYE: Chinnici, Carrick, Chapman
NAY: None

5. Discussion, Consideration, and Action to Approve the ongoing Contracts, Agreements, and Understandings with the Town of Carlton Landing

Administrative Services Contract with Carlton Landing Enterprises, L.L.C.
Financial Services Contract with Renee Norman
Carlton Landing Fire Department
Rent for Meeting Space

All of the on-going contracts were approved

6. Discussion, Consideration, and Action to Approve a proposal from Allen Services to trim and clear the existing trails for \$800.00

MOTION: A motion was made by Carrick and seconded by Chapman to trim and clear the existing trails for \$800.

AYE: Chinnici, Carrick, Chapman
NAY: None

7. Administrative Reports

Grant Humphreys reported he is keeping the lines of communication open as we prepare the interlocal agreement which, will be most useful when we receive the FEMA monies to repair our entrance and exit roads. He has also communicated with the Bank of Oklahoma so they can be ready to prepare the next revenue bond.

8. Discussion, Consideration, and Action to Accept the Resignation of Jeff Click from the Board of Trustees of Carlton Landing effective June 27, 2018

MOTION: A motion was made by Carrick and seconded Chapman by to accept the resignation of Jeff Click from the Board of Trustees of Carlton Landing effective June 27, 2018

AYE: Chinnici, Carrick, Chapman
NAY: None

9. Discussion, Consideration, and Action to Acknowledge the vacancy of Trustee Position #5 to be filled until the Election of 2019, then to be filled by election for a term ending April 2021

A motion was made by Chinnici and seconded Carrick by to acknowledge the vacancy of Trustee Position #5 to be filled until the Election of 2019, then to be filled by election for a term ending April 2021

AYE: Chinnici, Carrick, Chapman
NAY: None

10. Discussion, Consideration, and Action to appoint Trustees to fill the vacancies in Trustee Positions #1 and #5 of the Board of Trustees of Carlton Landing until the next election in April, 2019

a. Recognition of Candidates for Trustee positions #1 and #5

Two eligible candidates submitted their names for Trustee positions. They are Kris Brule and Mary Myrick.

b. Remarks from the Candidates

Each candidate made remarks expressing their interest in serving the town in a Trustee position.

c. Vote by the Board

The Board unanimously approved Kris Brule for position # 1 and Mary Myrick for position # 5.

AYE: Chinnici, Carrick, Chapman
NAY: None

11. Swearing in of new Trustee(s) to fill vacancies of Trustee positions #1 and #5

Mayor Chinnici administered the oath to Kris and Mary, and welcomed them to the Board of Trustees.

12. Discussion, Consideration, and Action to address the issue of drivers driving the wrong way on the exit road

MOTION: Chinnici made a motion to contact ODOT regarding signage regulations and Mike Kerney agreed to contact the engineer for guidance.

AYE: Chinnici, Carrick, Chapman, Brule, Myrick
NAY: None

13. Discussion, Consideration, and Action to approve two requests to the USACE for clearing and grading:

- a. Request to clear an area within Tract 1 of the Carlton Landing USACE Lease land for a Scenic View Area. This area would be used by the general public as a recreational area with views to the lake. The clearing would occur immediately S of the existing Carlton Landing Academy buildings

MOTION: Chinnici made a motion to send a letter of request to the Corp of Engineers to clear a scenic area behind the school. It was seconded by Chapman

AYE: Chinnici, Carrick, Chapman, Brule, Myrick
NAY: None

- b. Requests the USACE consent to clear an area within Tract 1 of the CL USACE Lease Land for the Future Nature Center Facility. This area would be used by the general public as a recreational area with views to the lake. This clearing would occur immediately S of the future Carlton Landing Town Center

MOTION: Chinnici made a motion to request the USACE consent to clear an area within Tract 1 of the CL USACE Lease Land for the Future Nature Center Facility. It was seconded by Chapman

AYE: Chinnici, Carrick, Chapman, Brule, Myrick
NAY: None

14. Discussion, Consideration, and Action to approve an Interlocal Agreement between the Town of Carlton Landing and Pittsburg County.

Discussion agreed we would get better pricing to partner with Pittsburg County.

MOTION: Mayor Chinnici made a motion to approve an Interlocal Agreement between the Town of Carlton Landing and Pittsburg County. It was seconded by Carrick.

AYE: Chinnici, Carrick, Chapman, Brule, Myrick

NAY: None

15. Legal Reports, Comments, and Recommendations to the Governing Body.

None

16. Opportunity for public comment.

Austin Tunnell asked for an update on the trails. Trail maintenance with Allen Services was approved by the trustees at this session, and work will begin immediately.

17. Comments and questions by Governing Body members regarding items for future consideration.

None

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

Clay Chapman suggested the town define our Corp Lease premises so we could have better control of how it is used.

19. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting at 8:48 a.m., July 21, 2018

Mayor

Attest:

Town Clerk