

**WEST FORK CITY COUCIL  
Regular Meeting Minutes  
March 13th, 2018**

**INVOCATION** by Justin Risley, followed by the **PLEDGE OF ALLEGIENCE** led by students of Ms. Johnson's class.

**CONVENED at 6:30 PM**

**VOICE ROLL CALL ALDERMAN**

**Present:** Jeff Upton, Kira Hungate, Don Rollins, Jr., Misty Caudle, City Attorney Tom Kieklak, Mayor Heith Caudle, City Clerk Marsha Hungate

**Absent:** Anita Lowry, Jan Throgmorton, John Collins, Joe Toher

**APPROVAL OF AGENDA**

Amend agenda to add New Business Item #5- Authorize Mayor to sign contract with ParkCo for architecture services for remaining 3 capital improvement projects.

**MOTION** by Misty Caudle, 2<sup>nd</sup> by Kira Hungate to approve the agenda as amended.

**MOTION CARRIED** unanimously

**APPROVAL OF FEBRUARY 2018 MINUTES**

**MOTION** by Misty Caudle, 2<sup>nd</sup> by Kira Hungate to approve the February 2018 minutes as mailed.

**MOTION CARRIED** unanimously

**PUBLIC FORUM**

Several residents from S. Forty Road spoke to the council regarding that road repair and improvements.

Jennifer Sims advised the council of plans to add more lighting to the Welcome sign near Harp's.

West Fork 4<sup>th</sup> grade students, in Ms. Johnson's class, asked permission to put up a free food pantry in West Fork. The students are doing this as a class project. It was not determined an exact location, but possibly located near the library.

**BUSINESS REPORTS**

**1. PLANNING COMMISSION-** Mayor reported that the Commission has been working on updates to the planning commission ordinances.

**2. LIBRARY -** .no comments or action taken

**3. COURT-** no comments or action taken

**4. POLICE DEPARTMENT -** Monthly report to council. No actions taken.

**5. PUBLIC WORKS -**Monthly report to council. No questions, no actions taken

**6. PARKS DEPARTMENT** Director Chad Harrison advised preparing for ball season. Flags are up at the new City Hall and Carter Park. Work being done on a walking park around Carter Park. The Parks Department is assisting with the Assembly of God Church with a community Easter egg hunt and festival at Riverside Park March 31<sup>st</sup>.

7. **FIRE DEPARTMENT**- Monthly report to council. No questions or actions taken.
8. **FINANCE DIRECTOR** – Monthly report to council. No questions or actions taken.

### **OLD BUSINESS**

1. **UPDATE ON ADMIN BUILDING**- the council reviewed and approved 2 change orders- PC Hardware for \$-179.00 and D&W Contractors for \$\$750.00 for a total of \$571.00.

**MOTION** by Misty Caudle, 2<sup>nd</sup> by Don Rollins to approve

**MOTION CARRIED** unanimously

2. **RESOLUTION #2018-03 to repeal resolution #2010-07**

**MORION** by Misty Caudle, 2<sup>nd</sup> by Kira Hungate to pass RESOLUTION 2018-03

**ROLL CALL VOTE:**

Jeff Upton - YES Kira Hungate- YES Don Rollins - YES Misty Caudle- YES

**MOTION CARRIED** unanimously

### **NEW BUSINESS**

1. Planning Commission recommendation to add Martin Toll-Schracter to the commission.

**MOTION** by Don Rollins, 2<sup>nd</sup> by Jeff Upton to approve

**MOTION CARRIED** unanimously

2. Authorize the City Attorney to draft ordinances to amend #400-maintenance of real property and #305- Library board members.

**MOTION** by Misty Caudle, 2<sup>nd</sup> by Kira Hungate to approve

**MOTION CARRIED** unanimously

3. **ORDINANCE #469 - TO REPEAL ORDINANCE #129** -solicitors permit

Attorney Kieklak advised this ordinance is no longer legal and needs to be taken off the books.

**MOTION** by Misty Caudle, 2<sup>nd</sup> by Jeff Upton to suspend the rule and read by title only

**ROLL CALL VOTE:**

Jeff Upton - YES Kira Hungate- YES Don Rollins - YES Misty Caudle- YES

**MOTION CARRIED** unanimously

**MOTION** by Misty Caudle, 2<sup>nd</sup> by Kira Hungate to approve Ordinance 469

**ROLL CALL VOTE:**

Jeff Upton - YES Kira Hungate- YES Don Rollins - YES Misty Caudle- YES

**MOTION CARRIED** unanimously

4. Choose Engineer of Record

**MOTION** by Misty Caudle, 2<sup>nd</sup> by Don Rollins for McClelland Engineers as the city's Engineer of Record

**MOTION CARRIED** unanimously

5. Authorize mayor to sign contract with ParkCo for architect services for 3 capital improvement projects. To be paid out of the general fund in the amount of \$85,396.00

**MOTION** by ~~Jeff Upton~~, 2<sup>nd</sup> by Kira Hungate to approve

**ROLL CALL VOTE:** Jeff Upton - YES, Kira Hungate - YES, Don Rollins - YES. Misty Caudle - YES

**MOTION CARRIED** unanimously

**MAYORS COMMENTS**

Mayor Caudle announced there is a medical urgent care facility coming soon to West Fork. It will be located near Harp's.

**ADJOURN,**

**Motion to ADJOURN** by Misty Caudle, 2<sup>nd</sup> by Kira Hungate

**MOTION CARRIED**

**ADJOURNED** at 8:02 pm

PASSED AND APPROVED this 10<sup>th</sup> day of April 2018

ATTEST:

  
City Clerk Marsha Hungate

APPROVED:

  
Mayor Heith Caudle