

TOWN OF FOREST PARK, OKLAHOMA
MINUTES OF THE REGULAR MEETING OF BOARD OF TRUSTEES FOR THE TOWN
OF FOREST PARK

DATE JULY 26, 2022

TIME 7:00PM

LOCATION: FOREST PARK OK, TOWN HALL

THIS MEETING WAS HELD IN ACCORDANCE WITH THE OKLAHOMA OPEN
MEETING ACT

1. MEETING CONVENES CALL TO ORDER AT 7:00PM QUORUM -TRUSTEE DAVIS,
TRUSTEE WALTON, MAYOR SMITH

PLEDGE OF ALLEGIANCE

RECESS UNTIL 7:21

ROLL CALL PRESENT TRUSTEE WALTON, TRUSTEE DAVIS, MAYOR SMITH,
TRUSTEE JONES, (ABSENT) TRUSTEE BRITT (ABSENT)

QUORUM DECLARED

TOWN CLERK PNDARVIS ABSENT-
TOWN ATTORNEY TAKING MINUTES

TOWN REPORTS

A. PLANNING AND ZONING COMM- NO REPORT

B. BOARD OF ADJUSTMENT -NO REPORT-UPCOMING MEETING ON VARIANCES
PENDING

C. ANNEXATION COMM.-MAYOR SMITH-PROGRESS AND ADDITIONAL CONSENTS
PURSUED

D. BUDGET COMM- NO REPORT -

E. WASTE MANAGEMENT CONTRACT PRESENTATION- REGARDING RECYCLE
ISSUES AND BIG TRASH ETC.

RESIDENTS TO BE HEARD

CARMEN MCBRIDE -NEIGHORHOOD NIGHT OUT SEPT.13

C. CONSENT AGENDA-

a. NO ACTION TAKEN ON APPROVAL OF MINUTES OF FEB.22,2022

b. Approval of minutes of June 28, 2022- motion by Davis- second mayor smith
Approve by Davis and smith- Walton abstain

D. Discussion and action to approve July 2022 expenditures for Forest Park for \$72936.59

Motion by Davis second by mayor Smith

Vote yes By Davis and Smith

Abstain by Walton

E. Discussion on prospective waste service contracts and fees—NO ACTION TAKEN

F. DISCUSSION AND ACTION TO APPROVE COMPLETED INVENTORY OGS OF
TOWN DEPARTMENTS

MOTION BY TRUSTEE DAVIS- SECOND WALTON

VOTE TO APPROVE YES-WALTON, DAVIS, SMITH

G. DISCUSSION AND ACTION TO ACCEPT QUOTE FOR COLLECTION OF DELINQUENT TOWN BILLS FOR FOREST PARK
ABERDEEN ENTERPRISE-PERDUE AND BRANDON ATTORNEY-CHEEK LAW-
MOTION TO ACCEPT QUOTE FROM CHEEK LAW AND DON SMITHERMAN-OF 25%
BY TRUSTEE DAVIS- SECOND SMITH

H. MOTION TO APPROVE PAM ADAMS LANDSCAPING CONTRACT FOR FOREST PARK
MOTION BY TRUSTEE WALTON
NO SECOND MOTION FAILED

I. DISCUSSION AND POSSIBLE ACTION TO RENEW THE SERVICE CONTRACT FOR WEBSITE DESIGN WITH go to Office LLC FOR FOREST PARK 2022-2023
MOTION BY TRUSTEE DAVIS-SECOND MAYOR SMITH
MOTION APPROVED BY SMITH-DAVIS
ABSTAIN-WALTON

J. DISCUSSION AND ACTION TO ACCEPT THE FOLLOWING AMENDED SERVICE CONTRACT FOR
-MIDLAND TECHNOLOGIES
-JONES AND ASSOCIATES
D
MOTION BY TRUSTEE DAVIS, SECOND TRUSTEE SMITH
APPROVE- SMITH- DAVIS-
NO- WALTON,

K. DISCUSSION AND ACTION TO INCREASE PERMITS AND INSPECTION FEES FOR FOREST PARK
MOTION BY DAVIS -SECOND- SMITH
APPROVE- DAVIS- SMITH
ABSTAIN-WALTON

L.DISCUSSION AND POSSIBLE ACTION TO COVER COST FOR CORPORAL MARK JEANS BUILDING INSPECTOR CERTIFICATION ANNUAL FEES NOT TO EXCEED \$779
MOTION BY TRUSTEE WALTON-SECOND DAVIS
APPROVED -WALTON-SMITH-DAVIS

M.DISCUSSION AND ACTION FOR CHIEF BLAIR TO ATTEND ANNUAL FIRE RESCUE CONFERENCE IN SAN ANTONIO TX FOR \$700 ROOM, MEALS,
MOTION BY MAYOR SMITH-SECOND DAVIS
APPROVE-SMITH-DAVIS-WALTON

N. DISCUSSION AND ACTION TO PAY ANNUAL TECHNOLOGY FEE TO OKLAHOMA COUNTY EMERGENCY MANAGEMENT NOT TO EXCEED \$2000
MOTION

O. DISCUSSION AND ACTION TO SCHEDULE COMPREHENSIVE EMERGENCY VEHICLE PREVENTATIVE MAINTENANCE FOR FIRE DEPARTMENT IN AMOUNT NOT TO EXCEED

\$1300.

MOTION TO APPROVE BY SMITH-SECOND WALTON
APPROVE- SMITH-DAVIS-WALTON

P. DISCUSSION AND ACTION TO ACCEPT FIRE DEPARTMENT ANNUAL EQUIPMENT
AGREEMENT FOR FOREST PARK 2022-2023
MOTION BY TRUSTEE DAVIS-SECOND SMITH
APPROVE-SMITH-DAVIS-WALTON

Q. DISCUSSION AND ACTION TO SEND PAYMENT TO METRO OUTFITTERS TO
INSTALL EMERGENCY EQUIPMENT IN NEW POLICE VEHICLE IN AMOUNT NOT TO
EXCEED \$12100
MOTION BY TRUSTEE DAVIS- SECOND SMITH
APPROVE DAVIS- SMITH
NO -WALTON

R. DISCUSSION AND ACTION TO PURCHASE NEW LAPTOPS OR IPADS FOR
ELECTED OFFICIALS
MOTION BY WALTON
NO ACTION

S. DISCUSSION AND ACTION TO UPGRADE SOFTWARE FOR ELECTED OFFICIALS'
LAPTOPS
MOTION NO ACTION TAKEN

T. EXECUTIVE SESSION MOTION BY DAVIS-SECOND SMITH
APPROVE EXECUTIVE SESSION
SMITH-DAVIS-WALTON AT 9:14PM
EXECUTIVE SESSION END 9:59PM

T. DISCUSSION AND ACTION TO INCREASE WAGES OF FOREST PARK EMPLOYEES
MOTION BY DAVIS-SECOND WALTON
APPROVE DAVIS-SMITH-WALTON
DISCUSSION AND ACTION TO INCREASE WAGES OF ELECTED OFFICIALS-
NO ACTION TAKEN

MOTION TO ADJORN AT 10:11PM MOTION BY WALTON -SECOND DAVIS
APPROVE SMITH-DAVIS-WALTON

TOWN OF FOREST PARK

Expenditures for AUGUST 2022

PAYEE	PURPOSE	PURCHASE ORDER #	AMOUNT
GENERAL SERVICES & ADMIN			
ADT	Security Services	012828 (B)	\$ 77.98
American Rescue Plan Act	Stipends (3)	* Various *	\$ 1,600.00
Colonial Life	Employee Life Insurance	012774 (B)	\$ 335.40
Cox Communications	Internet Services	012787 (B)	\$ 175.36
Eureka Water	Water Delivery Service	012783 (B)	\$ 7.45
Graybar Financial Services	Phone System & Accessories Lease	012786 (B)	\$ 210.00
Home Depot	Building Supplies	012831 (B)	\$ 85.88
Mollman's Water Conditioning	Water Softener (Culligans)/Salt	012792 (B)	\$ 37.00
Office Depot	Office Supplies	012788 (B)	\$ 656.97
Oklahoma Gas and Electric	Electric Services	012799 (B)	\$ 1,336.10
Oklahoma Natural Gas	Gas Services	012769 (B)	\$ 105.04
OMAG	General Liability Auto	012818 (B)	\$ 1,807.25
OMAG	Property Insurance	012823 (B)	\$ 1,465.50
OP&H&W	Employee Health, Vision & Dental	012790 (B)	\$ 765.78
OP&H&W	Trustees, Town Clerk Life Ins	012790 (B)	\$ 45.00
OUBCC	Permits	012819 (B)	\$ 32.00
Petty Cash	Domestic Postage	012814 (B)	\$ 13.30
Quadient Leasing	Office Equipment Lease	012780 (B)	\$ 183.42
Quadient Postage Funding	Postage	012781 (B)	\$ 600.00
The Journal Record	BOA Variance Publication	012825 (B)	\$ 24.15
Tyara Richmond	Cell Phone	012801 (B)	\$ 50.00
Xcel Office Solutions	Copier Lease & Copies	012785 (B)	\$ 401.19
Outside Contractors			
Stephen Haynes	Municipal Judge	012789 (B)	\$ 850.00
Jones and Associates	Building Inspector	012771 (B)	\$ 830.00
Midland Technologies	IT Management/Video Conferencing	012784 (B)	\$ 3,722.81
L Don Smitherman	Town Attorney	012796 (B)	\$ 850.00
TOTAL GSCA			\$ 16,267.58
POLICE DEPARTMENT			
Afiac	Employee Insurance	012772 (B)	\$ 45.48
Bank of America	Equipment/Supplies	012821 (B)	\$ 321.50

TOWN OF FOREST PARK

Expenditures for AUGUST 2022

Blue Cross Blue Shield	Employee Health Insurance	012818 (B)	\$	457.89
CIFFET	April-July Assessment Fees	012826 (B)	\$	1,600.00
Colonial Life	Employee Life Insurance	012774 (B)	\$	273.12
Comdata	Fuel	012791 (B)	\$	2,728.61
Comdata	Repairs & Maintenance	012791 (B)	\$	967.24
Delta Dental	Dental Insurance	012773 (B)	\$	68.00
OK Department of Public Safety	OIFTS service (January-April)	012829 (B)	\$	180.00
Fatty's Automotive LLC	Police Equipment Installation	012822 (B)	\$	262.50
FOP Lodge #153	Dues for August 2022	012811 (B)	\$	50.00
Okla Centralized Support Registry	Dept of Human Services	012778 (B) / 012779 (B)	\$	459.20
Okla Police Pension/Retirement	August 2022	012830 (B)	\$	660.62
OPeH&W	Employee Insurance	012790 (B)	\$	22.74
O'Reilly Auto Parts	Auto Parts	012782 (B)	\$	300.99
OSBI	April-July AFIS/Forensic Fees	012827 (B)	\$	3,320.00
Special Ops	Uniform shirt/flashlight charger	012833 (B)	\$	173.23
Verizon	Air Card Fee	012800 (B)	\$	120.05
Vision Service Plan	Vision Insurance	012835 (B)	\$	11.39
Police Officers				
American Rescue Plan Act	Stipends (8)	* Various *	\$	1,900.00
Thomas Gipson	Cell Phone	012802 (B)	\$	50.00
Charles Holmes	Cell Phone	012803 (B)	\$	35.00
TOTAL POLICE			\$	14,007.56
FIRE DEPARTMENT				
Comdata	Fuel	012791 (B)	\$	496.07
Cox Communications	Local Phone Service	012767 (B)	\$	50.09
Greg Roberts	Annual Pump Test	012833	\$	400.00
OK County Emergency Management	Service Technology fee	012824	\$	2,000.00
OPeH&W	Employee Insurance	012790 (B)	\$	15.00
Take Ten Tire	2 Fiat tires fixed	012834 (B)	\$	48.00
Verizon	Air Card Fee	012800 (B)	\$	40.01
Firefighters				
American Rescue Plan Act	Stipends (4)	* Various *	\$	1,300.00
Wesley Blair	Cell Phone & Stipend	012805 (B)	\$	550.00
Reed Bryant	Cell Phone, Stipend	012807 (B)	\$	65.00
Kyle Coulter	Cell Phone, Stipend 2	012808 (B)	\$	65.00

TOWN OF FOREST PARK

Expenditures for AUGUST 2022

Shelby NeSmith	Cell Phone & Stipend	012809 (B)	\$	65.00
Konan Sugioka	Cell Phone & Stipend	012810 (B)	\$	65.00
TOTAL FIRE			\$	5,159.17
STREETS & MAINTENANCE				
American Rescue Plan Act	Stipends (3)	* Various *	\$	600.00
Colonial Life	Employee Life Insurance	012774 (B)	\$	46.94
Comdata	Fuel and Maintenance	012791 (B)	\$	476.82
OP&H&W	Employee Health Insurance	012790 (B)	\$	704.16
Waymon Swanegan	Cell Phone	012804 (B)	\$	35.00
Westlake Hardware	Supplies	012768 (B)	\$	41.96
Garry Whiteman	Cell Phone	012806 (B)	\$	35.00
TOTAL STREETS & MAINTENANCE			\$	1,939.88
PAYROLL				
Net Payroll	For August 2022		\$	21,412.56
IRS	FICA & Federal W/H		\$	5,650.57
Okla. Tax Comm	State W/H		\$	626.00
TOTAL PAYROLL			\$	27,689.13
TOTAL FOR August 2022			\$	65,063.32

* Various * PO's listed next page

TOWN OF FOREST PARK

Expenditures for AUGUST 2022

BLANKET PO #s FOR AMERICA RESCUE PLAN ACT (ARPA)		
GENERAL ADMINISTRATION	PURCHASE ORDER NO.	AMOUNT
Richmond	012763	1,000.00
Motte	012761	\$300.00
Smiley	012762	\$300.00
POLICE		
Doolittle	012752	\$100.00
Eaves	012754	\$100.00
Gilpeon	012755	\$1,000.00
Holmes	012756	\$200.00
Jeans	012757	\$200.00
Runnell	012758	\$100.00
Woodberry	012759	\$100.00
Wright	012760	\$100.00
FIRE		
Blair	012747	\$1,000.00
Coulter	012749	\$100.00
NeSmith	012750	\$100.00
Sugfoka	012751	\$100.00
MAINTENANCE		
Colbert	012764	100.00
Swanegan	012765	\$200.00
Whiteman	012766	\$300.00



How doers
get more done.

1600 S. SOONER RD.
MIDWEST CITY, OK 73110

3911 00001 53809 08/02/22 12:15 PM
SALE CASHIER SHELETA

863309000290 EVAPCLR5300 <A> 599.00N
HESS EVAP COOLER 5300 CFM 1600 SQFT
085267406123 RTH2300 <A>
5-2DAY PROGRAMBL THRMSTAT W/BACKLGH
2@28.98 57.96N

SUBTOTAL 656.96
SALES TAX 0.00
TAX EXEMPT
TOTAL \$656.96
XXXXXXXXXXXX6638 HOME DEPOT USD\$ 656.96
AUTH CODE 002917/3010367 TA

FOREST PARK TOWN OF
GIPSON THOMAS
Chip Read
AID A000000004999908400305 THD PLCC PROX

3911 08/02/22 12:15 PM



3911 01 53809 08/02/2022 8160

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 011 365 08/02/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Optne en español

www.homedepot.com/survey

User ID: H8B 111818 107908
PASSWORD: 22402 107907

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

**PAM ADAMS
LANDSCAPING SERVICES
3407 N. FOREST PARK DRIVE
FOREST PARK, OKLAHOMA 73121**

TOWN OF FOREST PARK

**CONTRACT FOR SERVICES
FISCAL YEAR 2022-2023**

As a resident of this town, I have an unwavering interest in the overall appearance of the landscape and how it is viewed by others who frequent this area. Many people have heard about Forest Park, and are familiar with the golf course, or they are travelling thru for the first time. Everyone comments on the unique and beautiful homes with lush lawns and the beautiful mature tree lined streets. This is a highly desirable area to live in and tour. It is my commitment to showcase the beauty the Town of Forest Park deserves by,

Cleaning up the areas at NE 33rd/Bryant, the entrance flowerbed of NE 36th/Bryant, the entrance flowerbed at NE 36th/Bartell and the flowerbed at Town Hall at 4201 N. Coltrane to include mulching, for a one-time fee of \$1,500.00, after the initial clean out, I will;

Manually maintain and clean the weeds at the median at NE 33rd/Bryant, the entrance flowerbed of NE 36th/Bryant, the entrance flowerbed at NE 36th/Bartell and the flowerbed at Town Hall at 4201 N. Coltrane. These services shall be performed twice monthly, at \$150.00 each occurrence for a total of \$300.00 a month.

*Other manual labor services include, but do not include the costs for materials are,
Planting flowers and/or shrubbery at \$50.00 per area
Spraying for weeds at \$130.00 per area
Fall Harvest decorations set-up/take down \$75.00 per area
Christmas decorations set-up/take down \$75.00 per area*

Pam Adams

Mayor

Town Clerk

I look forward to doing business with you. Please accept my signature as my commitment to serve and maintain the beautification of the Town of Forest Park. You have the option to terminate this agreement at any time with 30 day written notice. Thank you.

JULY 27, 2022

Receipt

Store

T-Mobile - 4DSF
 1640 S SOONER RD STE C
 MIDWEST CITY, OK, 73110-2613
 (405) 458-7755

Sales Rep #: ****813

Customer

TOWN OF FOREST PARK
 (405) 839-1801

Date:

08-25-2022 12:48:52

Account #:

*****919

Register #:

4

Trans #:

3494

Transaction Details

SKU	Description	Qty @ Price	Down Payment Due Today
Installment Purchases			
000000610214666949	FRA T10 MOBILE HTSPT 256G BLK KIT Mobile Number : 4058391801 IMEI351094080926288 ACTIVATION Not Discount Eligible	1 @ 90.00	\$0.00 T
		Sale Amount	\$90.00
		Installment Purchases Down Payment	\$0.00
		TAX 90.0 @ 9.1%	\$8.19
		Installment Purchases Total	\$98.19
		Installment Purchases Down Payment Total	\$8.19

Purchases Not on Installment	\$0.00
Installment Purchases Down Payment	\$0.00
Total TAX 90.0 @ 9.1%	\$8.19
Total Due Today	\$8.19
VISA ****9428 098331 C/O	\$-8.19
Reference # - 1722720528	
AID: A0000000031010	
VISA CREDIT	
PIN Verified	

Visit my.t-mobile.com to view details on your account

If you activate or use T-Mobile service, or purchase a T-Mobile device, you agree to T-Mobile's Terms and Conditions and any terms specific to your rate plan.

If you have a device or accessory under one of our device programs, refer to your agreement for the specific terms and conditions of that program.

Disputes. T-Mobile REQUIRES ARBITRATION OF DISPUTES unless for new customers YOU OPT OUT WITHIN 30 DAYS OF ACTIVATION, or for existing customers YOU PREVIOUSLY OPTED OUT PURSUANT TO T-MOBILE'S TERMS AND CONDITIONS. For details see T-Mobile's Terms and Conditions at www.T-Mobile.com/terms-conditions.

Return Policy. T-Mobile will gladly assist you with your Returns. For in-store purchases, you can return or exchange a Device or accessory ("Device") for a refund within 14 days of the purchase or lease date of the original Device. For all other purchases, you can return or exchange a Device for a refund within 20 calendar days of the date your Device was shipped. Return the Device with your receipt, in its package, with all contents, undamaged and in good working condition, with no material alterations to the Device's hardware or software. Refunds and exchanges will be less any rebates received and shipping costs (if applicable). Certain promotional offers may require you to return all items you received with your Device and could cause you to become ineligible for any promotional discounts. You may also be required to pay a restocking fee based on the Full Retail Price ("FRP") of the Device as follows: \$70 for devices with a FRP of \$600 or more; \$40 for devices with a FRP between \$300-\$599; and \$20 for devices with a FRP of less than \$300.

Prepaid services, e-coupons and gift cards are non-refundable.

BEFORE THE BOARD OF TRUSTEES OF THE
TOWN OF FOREST PARK

RESOLUTION NO. 2022-192

A RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM
THE RURAL ECONOMIC ACTION PLAN FUNDS

WHEREAS, the Town of Forest Park, Oklahoma desires to seek funding from the Rural Economic Action Plan (REAP) fund in "Replacing outdated communications equipment for the Police Department for the Town of Forest Park."

WHEREAS, it is in the best interest of the residents of the Town of Forest Park, Oklahoma to expedite the preparation and submission of an application for financial assistance from the Rural Economic Action Plan (REAP) in the form of a grant.

NOW THEREFORE BE IT RESOLVED THAT Mayor George H. Smith of the Town of Forest Park, Oklahoma is hereby authorized and directed to sign an application and related documents necessary to file and process a grant application through the Rural Economic Action Plan Fund (REAP) on behalf of the Town of Forest Park, Oklahoma.

Passed and approved by the Board of Trustees this Tuesday, 30th day of August 2022,

By:

George H. Smith, Mayor

ATTEST:

Carolyn M. Pendarvis, Town Clerk

BEFORE THE BOARD OF TRUSTEES OF THE
TOWN OF FOREST PARK

RESOLUTION NO. 2022-193

A RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM
THE RURAL ECONOMIC ACTION PLAN FUNDS

WHEREAS, the Town of Forest Park, Oklahoma desires to seek funding from the Rural Economic Action Plan (REAP) fund in "Provision of Rural Fire Protection Services and Public Safety for the Town of Forest Park."

WHEREAS, it is in the best interest of the residents of the Town of Forest Park, Oklahoma to expedite the preparation and submission of an application for financial assistance from the Rural Economic Action Plan (REAP) in the form of a grant.

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George H. Smith, Mayor

ATTEST:

Carolyn M. Pendarvis, Town Clerk

BEFORE THE BOARD OF TRUSTEES OF THE
TOWN OF FOREST PARK

RESOLUTION NO. 2022-194

A RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM
THE RURAL ECONOMIC ACTION PLAN FUNDS

WHEREAS, the Town of Forest Park, Oklahoma desires to seek funding from the Rural Economic Action Plan (REAP) fund in “Replacing a backup generator for the Administration Building for the Town of Forest Park.”

WHEREAS, it is in the best interest of the residents of the Town of Forest Park, Oklahoma to expedite the preparation and submission of an application for financial assistance from the Rural Economic Action Plan (REAP) in the form of a grant.

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By:

George H. Smith, Mayor

ATTEST:

Carolyn M. Pendarvis, Town Clerk

BEFORE THE BOARD OF TRUSTEES OF THE
TOWN OF FOREST PARK

RESOLUTION NO. 2022-195

A RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM
THE RURAL ECONOMIC ACTION PLAN FUNDS

WHEREAS, the Town of Forest Park, Oklahoma desires to seek funding from the Rural Economic Action Plan (REAP) fund in “Replacing an aged work truck and outfitted with snowplow and sand spreader attachments and equipped with emergency lights for the Streets Department for the Town of Forest Park.”

WHEREAS, it is in the best interest of the residents of the Town of Forest Park, Oklahoma to expedite the preparation and submission of an application for financial assistance from the Rural Economic Action Plan (REAP) in the form of a grant.

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