

**Meeting Agenda**

Regular City Commissioner Meeting, Crab Orchard City Hall

Jan 4, 2018

6:30 pm

- Invocation
- Roll Call
  - Mayor Billy R. Shelton
  - Commissioner Jerry Shelton
  - Commissioner Keith Saylor
  - Commissioner Juanita Pettit
  - Commissioner Chris Sandlin
- Minutes Approved from last meeting  
Review minutes from last meeting, if no corrections needed,  
Motion to accept minutes as stand.
- Financial Reports

Commissioner Reports

- City Commissioner- Jerry Shelton
- Water/Waste Water Commissioner- Keith Saylor
- Fire/Road Commissioner- Juanita Pettit
- Police Commissioner- Chris Sandlin

New Business

- Air- Med Care Contract- \$4369.00, motion to approve contract and continue with service
- Motion to pay back Holiday pay for Police Chief \$5608.00
- Hire water clerk

Open Discussion

Adjourn meeting

Jan 4 2018

Regular City Commissioner Meeting Minutes, Crab Orchard City Hall  
Jan 4, 2018  
6:30 pm

The meeting was called to order at 6:32 by Mayor Billy R. Jerry Shelton. Mayor Shelton led the invocation.

Roll call was performed by City Clerk, all were present for meeting, except Commissioner Juanita Pettit was absent.

Last month's meetings minutes were reviewed and no changes needed to be made, Commissioner Chris Sandlin, made the motion to accept last month's minutes as stand, 2<sup>nd</sup> by Commissioner Keith Saylor, all in favor, motion carried.

Financial report was given by City Clerk (see attached), no changes need to be made, and Commissioner Keith Saylor, made the motion to accept as stand, 2<sup>nd</sup> by Commissioner Chris Sandlin, all in favor, motion carried.

#### Commissioners Reports:

City Commissioner Jerry Shelton stated the first of the year East End Ambulance Service will no longer be a service. It will now be part of the Lincoln County Ambulance Service. The advantage will be now there will be a 24 hour coverage instead of on call for 12 hours. We had 5 local people to continue their employment.

Water/Wastewater Commissioner Keith Saylor reported water loss is at 23%. We had discovered a leak on Cherry Street that has been repaired. This leak could potential save 35-40K gallons per day. Had a meeting with the Lancaster Water n District and they are looking at a possibility of 4 water rates to increase over the next few years.

Emergency Services Commissioner Chris Sandlin wanted to publically thank Police Chief Jimmy Gipson for the good job he is doing.

Police Chief gave details of his monthly report, see attached.

#### New Business

Air- Med Care Contract- \$4369.00 is due if we want to continue that service to our residents. Commissioner Chris Sandlin made the motion to renew contract and pay \$4369.00 2<sup>nd</sup> by Commissioner Keith Saylor, all in favor except Commissioner Jerry Shelton who vote nay. Motion carried vote 3-1.

Commissioner Chris Sandlin made the motion to pay Police Chief Jimmy Gipson back pay for the holidays that he has not been paid in the amount of \$5608.00, 2<sup>nd</sup> by Commissioner Keith Saylor all in favor motion carried.

Commissioner Keith Saylor stated we should hire a part time water clerk and part time water laborer. Commissioner Chris Sandlin made the motion to hire both a part time water clerk and water laborer, 2<sup>nd</sup> by Commissioner Keith Saylor all in favor motion carried. An ad will run in the paper for 2 weeks and applications will be taken.

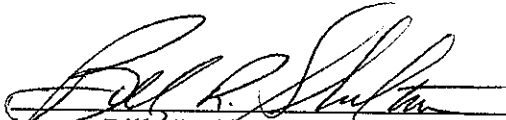
Jan 4 2018

Commissioner Keith Saylor made the motion to terminate Jerry Tomlinson's contract laborer employment as we will be hiring new personnel to take that position, 2<sup>nd</sup> by Commissioner Chris Sandlin all in favor motion carried.

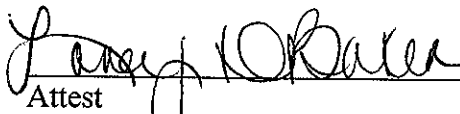
Open Discussion-

911 meter service fee update, Attorney John Hackley to review the Garrard Association litigation to see what action is being taken. Meet with the Fiscal Court on Jan 16<sup>th</sup> to discuss with them the ordinance.

Commissioner Chris Sandlin made the motion to adjourn, 2<sup>nd</sup> by Commissioner Jerry Shelton all in favor, motion carried, and meeting adjourned at 8:55 pm.

  
\_\_\_\_\_  
Mayor Billy R. Shelton

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Attest  
City Clerk, Nancy Baker

  
\_\_\_\_\_  
Date

## City of Crab Orchard Account Balances

Account	Balance Total	Description
Audit Account	1,023.76	Savings for Audit
City of Crab Orchard Payroll	4,815.31	Payroll
General Fund Cash:C.O. Fire Equipment	9,499.00	FD Equipment checking
General Fund Cash:Town of Crab Orchard	83,100.95	City Checking
Grant Fund Cash:FEMA GRANT	143.28	fire dept grant
Grant Fund Cash:KIA RD Water wastewater Grant	137.60	water/sewer grant
Police Department	6,734.21	Police Dept
Road Fund Cash:C.O. Road Department Revenue	8,768.62	revenue checking
Road Fund Cash:Road O&M	9,034.25	O&M checking
Sewer Fund Cash:Sewer Bond & Interest Sink	23,736.12	sink fund
Sewer Fund Cash:Sewer O&M	10,616.51	O&M Checking
Sewer Fund Cash:Sewer Revenue	39,794.43	revenue checking
Sewer Fund Cash:Sewer System Depreciation Fund	18,926.96	Depreciation/Restricted
Water Fund Cash:City of Crab Orchard Savings	24,675.26	Water Dept Savings
Water Fund Cash:Water Customer Deposits	71,160.27	customer deposit/restricted
Water Fund Cash:Water Revenue	115,415.53	Revenue checking
Water Fund Cash:WaterWorks Bond & Interest	14,040.90	Sink Fund
Water Fund Cash:Waterworks O&M	22,710.29	O&M Checking
Water Fund Cash:WaterWorks Reserve Fund	32,322.53	Reserve/restricted
TOTAL	496,655.78	

**Crab Orchard Police Department**

**Monthly report Dec.2017**

**Chief Jimmy Gipson**

**Warning tickets 0**

**Complaints 5**

**Investigations 3**

**Arrest made 9**

**Accidents 1**

**Citations 9**

**Domestics 1**

**Case reports 0**

**Dec.4<sup>th</sup>**

**Criminal mischief/and trespassing report at Wildcat Towing at 3AM (camera at city hall)a white male entered the property and broke out a window to a 2002 Dodge Durango .**

**Arrest made on 4<sup>th</sup> deg. assault domestic violence 312 Stanford Street.**

**Traffic stop Main Street after a complaint was made about the driving of the vehicle the passenger had a warrant he was arrested. The car was towed in for no INS.**

**Dec.5<sup>th</sup>**

**Report girl that was held against her will in a truck on 150. Assist SO and KSP.**

**Office for paper work.**

**Went with DSS to apartments on main street #1**

**Dec.7<sup>th</sup>**

**Drug investigation along with SO.**

**City Commissioner meeting**

**Dec.8<sup>th</sup>**

**Ongoing drug investigation with SO and KSP With one arrest made**

**Dec.10<sup>th</sup>**

**In the office to do paper work on Search warrant**

**Traffic stop Lancaster Street (speeding)**

**Dec.13<sup>th</sup>**

**Paper work for court**

**Dec.14<sup>th</sup>**

**Grand jury**

**Dec.15<sup>th</sup>**

**Drug investigation stop on Walnut Street**

**Traffic stop Main Street (NO Lights)**

**Had to euthanize a deer hit by a car.**

**Investigation stops Elm Street two suspicious people**

**Traffic stop Dollar Store parking lot (3 citations)**

**Dec.16<sup>th</sup>**

**Investigation stop parking lot at D-M Market**

**Christmas with Santa**

**One arrest DUI (drugs) Stanford Street**

**Dec.17<sup>th</sup>**

**Traffic stops Stanford Street with two citations and confiscation of the tag**

**21<sup>st</sup>**

**Complaint of a girl around town asking for money and cigarettes and that she appeared to be on drugs.**

**Investigation in to a girl trading sexual favors for a color TV**

**23<sup>rd</sup>**

**Harassment complaint on Elm Street**

**Assist SO on a Call John Sims Road**

**Dec 25<sup>th</sup>**

**Came in office to destroyed some Evidence**

**Dec.26<sup>th</sup>**

**No major active**

**Dec.29<sup>th</sup>**

**Drug investigation in the city along with the SO**

**Dec.30<sup>th</sup>**

**Child out of control on Elm Street**

**Had to push a truck out of the road on Elm Street**

**Car off in the ditch at Stanford Street and Walnut Street help get the car back on the roadway no damage.**

**Vehicle unlock at the dollar store**

**31<sup>st</sup>**

**Traffic stop Main Street for running stop sign**

**Set up road block at Walnut and Stanford Street with SO**

**6 stops that ended in traffic enforcement.**

**2 with No operator's license**

**Exp.tags**

**Possession of marijuana**

**One Criminal summons for theft**

**One warrant for FTA**

**Harassing communications complaint Elm Street**

**Between the SO ,KSP and this Department we made 16 arrest for the month of DEC.2017**

# Water and Sewer Dept.

## Operations Report

January 4 2018

### November 27- December 3

Work Orders

Weekly Samples

Shut down discharge at Sewer Plant

Christmas lights

Work with Lancaster to put in new valves, valve vault and master meter

Leak detection with Matt Glass

Flush lines

Found leaks on Cherry St.

Fixed 2 inch gate valve and 2 inch line that went to clinic meter

Fixed 30 ft of  $\frac{3}{4}$  in service line that went to pool hall, store and Bettie Fields house

Issue boil water advisory

Fix Cherry st back

### December 4- December 8

Work Orders

Weekly Samples

Take samples to lab for boil water advisory

Boil Water Advisory lifted

Christmas lights



MOR

Met with Joe Grider from HMB

Received new pumps

Fix sink at sewer plant

Work on snow plow

Met with Matt Glass over water loss

Look for air release valve on sewer force main

Reports for monthly meeting

## December 11 – December 15

Read Meters

Work Orders

Weekly Samples

Shrub removal in park

Mark water lines for grade work at Produce Auction

Work on sewer line at City Hall

Re Reads

## December 18- December 22

Work Orders

Weekly Samples

Shutoffs

Washed truck

Work on lift station

Off Friday

## December 25- December 29

Off Monday

Work Orders

Weekly Samples

Took down decorations in City Hall

Work on lift station

Took paperwork to auditor

Submit DMR

## January 1- January 5

Off Monday

Weekly Samples

Work Orders

Found 2 water leaks (customer side)

Work on frozen meters

Replace busted meter

Mark waterline for Amish

MOR

Reports for monthly meeting

**WATER LOSS REPORT**  
**WATER AND SEWER DEPARTMENT**

Month: November Year: 2017

Water Purchased: 4,130,500 Gallons

Water Sold:

Residential: 1,854,890 Gallons

Salesman: 9,188 Gallons

Total Sold: 1,864,070 Gallons

Difference Between What Was Purchased And Sold:

Purchased: 4,130,500 Gallons

Sold: 1,864,070 Gallons

Total: 2,266,430 Gallons

Total: 54 %

Gallons Accounted For:

Breaks: 1,080,000 Gallons *Cherry St.*

Flushing: 15,000 Gallons

Tank Overflow: 60,000 Gallons

Other: 45,000 Gallons *Fire dept*

Total: 1,300,000 Gallons

Total Accounted For: 3,164,070 Gallons

Total Unaccounted for: 966,430 Gallons

Monthly Water Loss: 23 % Total Loss