



# OWENS CROSS ROADS CITY COUNCIL REGULAR SESSION MINUTES

**Tuesday, August 1, 2023 @ 6:00 p.m.**  
**Owens Cross Roads Court Room | 9032 Highway 431 S.**

**COUNCIL MEMBERS  
PRESENT:**

Tony Craig, Mayor  
Scott Baker  
Elizabeth Craig  
Larry Furlough  
James Mann  
Terry Mann

**COUNCIL MEMBERS  
ABSENT:**

**GUESTS PRESENT:**

Matt Balch, City Attorney  
Andrew Craig  
Hope Davis  
Tom Jarvinen, City Attorney

**CITY HALL STAFF PRESENT:**

Teresa Carpenter, Revenue Clerk  
Jason Dobbins, Police Chief  
Shannon Drake, Fire Chief  
Christie Eason, City Clerk  
Tim Gaines, Inspector  
C.T. Locke, Maintenance  
Lora Martin, Building Dept Clerk  
Brandy Wilson, Court Clerk

**MAYOR CRAIG:** CALL TO ORDER @ 6:00 pm

**TERRY MANN:** Pledge of Allegiance

Meeting Minutes for July 11 Work Session and July 11 Regular Session and Bank Balances as of July 31

**Motion to Approve: Larry Furlough; 2<sup>nd</sup> Elizabeth Craig**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Minutes & Bank Balances APPROVED**

**AGENDA ITEMS**

- Resolution No. 23-016: Designating Official Representative(s) for ADEM Loan WWTP**  
**Motion to Approve: Elizabeth Craig; 2<sup>nd</sup> Scott Baker**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Resolution No. 23-016: Approved and Adopted - Unanimous**

- Resolution No. 23-017: Approving a Quote for a Generator for City Hall**  
**Motion to Approve: Larry Furlough; 2<sup>nd</sup> Scott Baker**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Resolution No. 23-017: Approved and Adopted - Unanimous**

James Mann and City Attorneys discussed wording for subcontractor’s vs employees policies for **Resolutions 23-018 – 23-021**; agreed a separate form/policy specifically for contractors would solve issue.

**3. Resolution No. 23-018: Adopting an Information Security Policy**

James Mann and City Attorneys discussed wording for subcontractor’s vs employees, agreed a separate form/policy specifically for contractors would solve issue.

**Motion to Approve: James Mann; 2<sup>nd</sup> Elizabeth Craig**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Resolution No. 23-018: Approved and Adopted - Unanimous**

**4. Resolution No. 23-019: Adopting an Access Control Policy**

**Motion to Approve: Terry Mann; 2<sup>nd</sup> Elizabeth Craig**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Resolution No. 23-019: Approved and Adopted - Unanimous**

**5. Resolution No. 23-020: Adopting an Incident Response Policy**

**Motion to Approve: James Mann; 2<sup>nd</sup> Terry Mann**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Resolution No. 23-020: Approved and Adopted - Unanimous**

**6. Resolution No. 23-021: Adopting a Risk Assessment Policy**

**Motion to Approve: Terry Mann; 2<sup>nd</sup> Larry Furlough**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Resolution No. 23-021: Approved and Adopted - Unanimous**

**7. Ordinance No. 23-008: Commercial Sewer Tap Fees**

**Motion to Consider: Elizabeth Craig; 2<sup>nd</sup> Larry Furlough/Terry Mann**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Ordinance No. 23-008: Consideration Approved - Unanimous**

**Motion to Adopt: Larry Furlough; 2<sup>nd</sup> Elizabeth Craig**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Ordinance No. 23-008: Approved and Adopted - Unanimous**

**8. Ordinance No. 22-003: Rescinding ordinance, no longer enforced by OCR PD**

**Motion to Consider Rescinding: James Mann; 2<sup>nd</sup> Elizabeth Craig**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Motion to Rescinding: Larry Furlough; 2<sup>nd</sup> Elizabeth Craig**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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**Ordinance No. 22-003: Approved to Rescind – Unanimous**

**9. Ordinance No. 16-12-15: Rescinding ordinance, no longer only communications network - TABLED**

**Department Comments**

- a. Building Department: Lora Martin/Tim Gaines – report in council packet
- b. Business License & Sewer Department: Teresa Carpenter – report in council packet
- c. Court: Brandy Wilson, Court Clerk – monthly report included in council packet, will be attending training at end of next week
- d. Fire Department: Shannon Drake, Fire Chief; Bruce Swanson, Deputy Chief (absent) – nothing to report
- e. Local Government: Christie Eason, City Clerk – waiting on estimates from adjuster for insurance
- f. Maintenance: C.T Locke – everything good
- g. Police Department: Jason Dobbins, Chief of Police – adding 3-way stop to Richard Brannum Drive/Richard Brannum Circle

**Council Members Canvassed by Mayor Craig**

**Terry Mann** – who is doing mosquito spraying – Dale Stone

**Elizabeth Craig** – sidewalks by OCR School need to be cleaned up and repaired; several houses need to mow lawns, etc.

**Scott Baker** – nothing

**Larry Furlough** – nothing

**James Mann** – Fire Department training happening 1 Thursday a month; have ~ 6 steady volunteers; still dealing with federal agencies that is holding up them actively responding

Go Backs?

Jason Dobbins, Police Chief: 5k run by Police Reserves went great! Raised over 6K, had ~72 participants. Will use funds raised to send 2-3 reserve officers to Police Academy so they can become APOST certified

**Motion to Adjourn: Larry Furlough; 2<sup>nd</sup> by Scott Baker**

Terry Mann Yea	Elizabeth Craig Yea	Scott Baker Yea	Mayor Craig Yea	Larry Furlough Yea	James Mann Yea
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ADJOURNED MEETING AT 6:35 p.m.

Respectfully Submitted by:

*Christie D. Eason, City Clerk*  
*Teresa Carpenter, Revenue Clerk*