PUBLIC WORKS AUTHORITY/TOWN OF KIOWA MINUTES

FOR SPECIAL FINANCIAL MEETING

MARCH 23, 2022 @ 6:00 P.M.

AT KIOWA CITY HALL

813 S. HARRISON ST

KIOWA, OK

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its City/Trust Manager, staff, Attorney or to the recommending board, commission or committee.

**CALL MEETING TO ORDER:** Mayor Peterson called meeting to order @ 6:02 P.M.

**ROLL CALL:** Hatridge present, Hall present, Peterson present, Vanblaricom present, Ellis present, Johnston present.

1. **Discussion and planning of the 2022-2023 fiscal year budget.** Tracy Reed, “So typically when we start this process we look at what we have done in the past and see if we want to keep the same services we have or cut back on some. The big thing that changes each year is our capital outlay and projects. This year we projected we’d spend in our general fund $265,000.00 more than we expected to bring in and in our PWA about $176,000.00. If I just do a big projection of PWA and take out capital outlay were looking at a potential profit of $75,000.00 next year but a potential loss in our general fund of about $135,000.00. In our general fund we are projecting that our police income will be reduced from where it has been in the past. So the question becomes for council are there any services we want to eliminate or reduce in the future years or do we want to look through details of where the expenses have been year to date. You all don’t have to see the technical budget until May and then in June there is a public hearing and then the adoption of the budget so right now it is just a planning session.
2. **Discussion of Fire Department budget 6:15- 6:45 P.M.** Tracy Reed, “For our current year 2021-2022 we budgeted an estimated spending of about $23,000.00 and that included $16,000.00 in our capital outlay which was for two new air packs, $1,200.00 in personal services so that was $100.00 a month for chief pay, about $2,000.00 in materials and supplies and about $4,000.00 in other services and charges. So this budget for the new fiscal year that is being presented is for $79,925.00 is a significant change. We are looking at salaries the same, materials and supplies at about $43,000.00, and about $35,000.00 in other services and charges. Clifford Sexton budgeted $32,975.00 for protective gear because they currently have to borrow 5 sets of gear from Savanna. States we went from 4 firefighters to 16. Vanblaricom questions that he is asking for this much from the city for the new fiscal year but wants to know about the $100,000.00+ the fire department has with the county. Sexton states they have $168,000.00 with county funding right now, with $50,000.00 pending (outstanding). They fund about $2,000.00 a month so around $24,000.00 a year. Sexton states that the $118,000.00 of funds through the county he has planned to purchase a new fire truck. Reed states that it would be better to spend the county funding first. Reed questions if the $80,000.00 will be a projected budget for years following and Sexton states that it will be. Vanblaricom states that in the previous years the former chief would bring a budget of about $23,000.00 but they also had ladies auxiliary that was taking donations and doing fundraisers but they no longer have that help or support. Sexton states that all of these projections are high and will fluctuate. Sexton states that there have been several donations and different funds brought in and was told that it went to the general fund. Ellis questions what money. Sexton states they receive $4,800.00 every year from the forestry department and also $1,800.00 from the gas company. Reed states that it was $4,763.00 this year and that has been put in and ear marked for the fire department. Reed states that the $4,763.00 is the only income that is budgeted for the fire department the rest would be paid for by the town. Sexton states that they can receive funding from FEMA for going and helping with disaster’s and their EM files all the paperwork for that, states they fill out a 214 form and it is sent through FEMA. Sexton states he has friends that work at other fire departments and they charge a membership each year and it is added on to the residence water bill which is about $60.00 per house hold but isn’t sure if they bill monthly or once a year. Reed asks council how they feel about funding from the town side next year. Council states they need to review the information.
3. **Discussion of Water Department budget 6:45- 7:15 P.M.** Tracy Reed, “So looking at your proposed budget the only thing I’m seeing new that is needed would be a new lake pump.” William Ellis, “I’m not looking to spend a lot of money and we may decide to pay for a new lake pump out of the ARPA money (grant).” Reed asks just to keep our water department running you have estimated $15,000.00 for repairs, UTS (water meters) $7,500.00, ORWA (water license) $1,092.00, OWRB $150.00, USA Bluebook (lab chemicals) $11,775.00, True North Mapping $6,000.00, Haynes Equipment Co. (service calls for plant, repairs and maintenance) $5,000.00, Kiamichi Electric (utilities) $16,728.00, Interstate Electric (pumps) $9,184.00, Hawkins (chemicals) $50,000.00, Utility Technology Services (repairs and maintenance) $4,442.00, fire hydrants and valves $17,000.00. William Ellis states the True North Mapping guy will be coming to the next council meeting to discuss different things and we can speak with him and decide if we want to continue that service. Ellis states that for the sewer the only thing that is budgeted is for a water cannon which is $49,000.00 and that will be paid for by insurance money that we have already received he is just waiting on emails back from several people with quotes.
4. **Discussion of Maintenance budget 7:15- 7:45 P.M.** William Ellis, “For maintenance we really need to budget a new truck. Once we can buy a new truck we can surplus the dump truck and the red ford maintenance truck. The guys would also like for us to purchase a quickie saw to cut out potholes and a plate compactor which would be about $1,600.00 for both. Momar (mosquito spray) needs to stay in our budget which is around $15,000.00 and that will cover enough spray for probably four times. We would also like to purchase a vehicle lift. It would not only benefit us but also the PD.”
5. **Discussion of Animal Control budget 7:45- 8:15 P.M.** Joshua Furr, “I would like to have $3,500.00 budgeted for the next fiscal year and that is for building a new dog kennel/shelter, dog run, food and supplies.” Jerri Ellis also stated we need to budget in his $100.00 a month for doing animal control. Tracy Reed, “So we are expected to budget $1,200.00 for personal services, $500.00 for materials and supplies and $3,000.00 for structures and whatever else we will be building and then moving forward expect that to be around $1,700.00.”
6. **Discussion of Police Department budget 8:15- 8:45 P.M.** Jess Wilson, “For the new budget for fiscal year 22-23 I have put $331,086.00 for personal services, $61,000.00 for material and supplies, and $92,950.00 for services and charges for a total of $485,036.00 for police expenses.” After discussion with Tracy Reed about the budget they have removed bank service charges for $50.00, changed professional fees from $5,000.00 to $1,500.00, removed contract services for $4,100.00 and removed freight charges for $100.00 bringing the total budget for police expense to about $470,000.00.
7. **Discussion of Office budget 8:45- 9:15 P.M.** Jerri Ellis, “I have put in the budget for the 22-23 fiscal year a 3% raise for each of us in the office. We need new desks which I budgeted for $3,000.00 because they are falling apart, I have asked the Choctaws to donate one but at the time they didn’t have any but I will continue to keep asking. Office chairs I budgeted for 3 @ $600.00 and I put council chairs in our budget also. All of our other expenses will be staying the same."
8. **Discussion of Nutrition Center budget 9:15- 9:45 P.M.** Laura Goss, “The only thing that I could see being a problem and that needs fixed especially if we are going to open back up to the public soon is the handicapped door. It works but the gears are off. Lowe’s has one for $511.43 and maintenance has said they can fix it. Operations will be the same. The generator is still on the budget but it was ordered in September we just haven’t received it.”

**ADJOURN:** Peterson made the motion to adjourn @ 9:53 P.M. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Johnston- yes. Motion carries.

**TIME ADJOURNED:** 9:54 P.M.

IF ASSISTANCE IS NEEDED PLEASE NOTIFY THE CITY HALL AT 918-432-5621, 24 HOURS IN ADVANCE.