

**PUBLIC WORKS AUTHORITY MINUTES**

**FOR REGULAR MONTHLY MEETING**

**DECEMBER 18, 2025 @ 6:30 P.M.**

AT KIOWA CITY HALL

831 S. VAN BUREN ST. KIOWA, OK 74553

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, corrections 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:** The meeting was called to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE & INVOCATION:** Completed.

**ROLL CALL:** M. Sexton-present, J. Ray-present, T.S. Barker-present, T. Horn-present, D. Drake-present, J. Hasty-absent and K. Burgett-present.

**APPROVAL OF MINUTES:** On a motion duly made T. Horn and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes, D. Drake-yes, J. Hasty-absent and K. Burgett-yes, the motion carried to approve the previous meetings minutes.

Footnote: It was noted that an addition be made to reflect a revision of the 12/1/25 Town of Kiowa Special Meeting Minutes regarding Item #3: (The Mary Kimberly Library's request for utility assistance.) Those minutes have been revised (adding a no new structure clause) and will be re-presented for approval at the next regular meeting to be held on 01/022/2026.

**APPROVAL OF FINANCIAL REPORT:** The Financial Report was reviewed by the members of the Town Council. On a motion duly made by J. Ray and seconded by T.S. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes, D. Drake-yes, J. Hasty-absent, K. Burgett-yes, the Financial Report was approved as presented.

**APPROVAL OF PURCHASES:** The Purchases Report was reviewed by the members of the Town Council. On a motion duly made by J. Ray and seconded by T.S. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes, D. Drake-yes, J. Hasty-absent, K. Burgett-yes, the Purchases Report was approved as presented.

**WATER PLANT REPORT:** D. Drake reported that Daniel Dibble has resigned his position at the

Water Department and that December 31,2025 will be his last day. He further noted that he will be absent from work as he will be taking some of his comp. time and vacation time that is presently due to him. D. Dibble will be returning his phone and truck on December 19, 2025 to the Town. It was further noted that D. Dibble will be coming into Kiowa once monthly and is willing to assist PWA if needed. D. Carlton will be taking over D. Dibble's phone at this time and can assist PWA if necessary. D. Drake noted that J. Wilson and L. Shows will be taking the necessary training to obtain their water licenses.

L. Shows presented the PWA Delinquent Accounts Report for December 2025. J. Wilson noted that he will be contacting Water Tech regarding the meter that was installed some 6 months ago. This is in an effort to provide the Town with a more accurate reading of water production versus water sales.

**1. Discussion, consideration and possible action: Raw water at Water Plant.** D. Drake reported that he plans to discuss this matter with our Engineer Robert Vaughan regarding possibly using raw water in PWA's water trucks that does not require treatment. (This water would be used as spray only for the ground within the community and would not pass through our Water Plant.) No action was taken in this matter.

**2. Discussion, consideration and possible action: Training requirement for PWA employees.** J. Wilson reported that all annual training must be current and up to date before a PWA employee can be considered for a promotion, a raise increase, and/or to advance themselves. On a motion duly made by D. Drake and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes, D. Drake-yes, J. Hasty-absent, K. Burgett-yes, the motion carried to approve that all PWA employees must complete the required training annually with no exceptions.

**NEW BUSINESS:** None.

**PUBLIC DISCUSSION:** None.

**ADJOURNMENT:** On a motion duly made by D. Drake and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes, D. Drake-yes, J. Hasty-absent, K. Burgett-yes, the motion carried to adjourn the meeting at 6:59 p.m.

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