

**TOWN OF KIOWA**  
**FOR REGULAR MONTHLY MINUTES**

**NOVEMBER 20, 2025 @ 7:00 P.M.**

OR IMMEDIATELY FOLLOWING THE PWA MEETING

AT THE KIOWA CITY HALL

831 S. VAN BUREN ST. KIOWA, OKLAHOMA 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 7:05 p.m.

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

**APPROVAL OF THE MINUTES:** On a motion duly made by M. Sexton and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake, the minutes of the previous meeting were approved as presented.

**APPROVAL OF THE FINANCIAL REPORT:** The Financial Report was presented and reviewed by Tracy Reed of RSMeacham CPA & Associates. On a motion duly made by M. Sexton and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the Financial Report was approved as presented.

**APPROVAL OF THE PURCHASES:** The Purchases Report was presented and reviewed by Tracy Reed of RSMeacham CPA & Associates. On a motion duly made by J. Ray and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the Purchases Report was approved as presented.

**MAINTENANCE REPORT:** It was reported that a water leak was found on Harper Valley Road and that the Maintenance Department also repaired tin horns.

**ANIMAL CONTROL REPORT:** One call was made to animal control regarding a child being bit by a dog.

**POLICE DEPARTMENT REPORT:** Police Chief J. Wilson reported 796 contacts, 60 calls for service, 28 impounds and 25 releases. J. Wilson noted that he is hoping to utilize Senate Bill 20 (The Safe Trucking Act) by the middle of December 2025. He further reported that our fees will be capped at \$1,200 per driver and \$1,200 per trucking company.

**FIRE DEPARTMENT REPORT:** The Fire Department reported that they had 5 calls; 1 medical, 2 vehicle accidents and 2 grass fires.

**COMMUNITY CENTER REPORT:** There was no report at this time regarding the Community Center.

**1. Discussion, consideration and possible action: Mary Kimberly library contract-Mike Hull.** Mike Hull was unable to attend the meeting. On a motion duly made by M. Sexton and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried for the Town to provide the Mary Kimberly Library with water, sewer and trash services.

**2. Discussion, consideration and possible action: Police Department/Updating fine schedule: Review and amend Appendix1 Schedule of Fines and Charges, including but not limited to updates of statutory fees, OBNDD fees, OPPRS fees, and any other charges requiring adjustment.** J. Wilson presented the schedule of fines and charges that need to be updated and increased. These possible updates/changes have also been reviewed by the Town's attorney. On a motion duly made by M. Sexton and seconded by J. Ray, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried to update the Police Department's Schedule of Fines and Charges, including but not limited to updates of statutory fees, OBNDD fees, OPPRS fees and any other charges requiring adjustment.

**3. Discussion, consideration and possible action: Permit to move in tiny home 1009 S Harrison St.** On a motion duly made by D. Drake and seconded by J. Ray, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried to approve the permit to move the tiny home onto the property located at 1009 S. Harrison Street.

**4. Discussion, consideration and possible action: Fire Department: Concerning recent administrative findings related to the Kiowa Volunteer Fire Department, including consideration of a formal letter regarding departmental funds and any other actions the Town Board deems appropriate.** On a motion duly made by D. Drake and seconded by J. Ray, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried to draft a formal letter regarding the issue of departmental funds related to the Kiowa Volunteer Fire Department.

**5. Discussion, consideration and possible action: Nuisance lots.** A lengthy discussion was held between the Council and the townspeople regarding unkept properties within the community. D. Drake & Jess Wilson noted that in all likelihood the Town will have to cite the property owners. No vote was taken in this matter.

**6. Discussion, consideration and possible action: Firing range work to be done.** D. Drake

noted that some townspeople are concerned about possible lead poisoning resulting from the firing range. J. Wilson reported that he will make sure that all necessary permits, if required, will be obtained. He further noted he will contact DEQ regarding this matter. T.S. Barker noted that our budget is \$50,000 for this project. On a motion duly made by D. Drake and seconded by T.S. Barker, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried to approve the firing range work be completed with the stipulation that all research, fact finding and possible permits be obtained.

**7. Discussion, consideration and possible action: Maintenance Department operational efficiency and service delivery options.** D. Drake reported that if the Town were to contract out the work to repair our water leaks, sewer leaks and sewer taps the Town is estimated to save somewhere between \$38,000 to \$45,000. It was explained that all parts would be paid by the Town. It was also reported that the Town of Kiowa would receive top priority as a customer. A \$2,000 retainer is required by the contractor which will go back into the water system. J. Ray noted that the Town would experience a savings on labor. On a motion duly made by T.S. Barker and seconded by J. Ray, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried to engage Carlton Utilities LLC for a \$2,000 retainer on a month to month trial basis. This service will take care of maintenance needs for digs, water breaks, etc. that our Maintenance personnel are unable to do. Effectively, this action will eliminate two positions from the Maintenance Department.

**8. Discussion, consideration and possible action to enter into Executive Session pursuant to Title 25 O.S. Section 307(B)(1) to discuss the employment, hiring, appointment, promotion, demotion, discipling or resignation of any individual salaried public officer or employee:**

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 and D. Drake-yes, the motion carried to move from Open Session into Executive Session at 7:56 p.m.

#### **Jeri Ann Hasty**

**9. Discussion, consideration and possible action to re-convene into Open Session.**

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 and D. Drake-yes, the motion carried to move from Executive Session into Open Session at 8:08 p.m.

**10. Discussion, consideration and possible action on any matter discussed in Executive Session.**

**11. FINDINGS:** 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 and D. Drake-yes, the motion carried to raise Jeri Ann Hasty's hourly wage to \$19.00 per hour.

**NEW BUSINESS:** The Fire Department reported that the door locks at the Fire Department need replacing. 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 and D. Drake-yes, the motion carried to purchase 4 door locks for the Fire Department.

J. Wilson reported that the coding is being changed for the tornado sirens. He noted that the frequency

will be changed and all sirens will be set up within a polygon. The cost of this change would be approximately \$500.00 to \$1,500.00 to reprogram the tornado system.

**PUBLIC DISCUSSION:** J. Hasty suggested that a large basket be provided to our Senior Citizens at the Community Center as a gift for them for Christmas. This basket could include snacks, puzzles, games, dominos, painting supplies, local gift cards, etc. J. Hasty will meet with Laura Goss to determine what the senior citizens would most likely enjoy as gifts.

**ADJOURNMENT:** On a motion duly made by J. Ray and seconded by T. Horn , M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried to adjourn the meeting at 8:20 p.m.

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