

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

**SEPTEMBER 25, 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 7:06 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 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 approve the minutes of the previous meetings.

**APPROVAL OF THE FINANCIAL REPORT:** The Financial Report was presented and reviewed by Tracy Reed of RSMeacham CPA & Associates. T. Reed noted that Use Tax is up \$5,000 and our Sales Tax is down approximately \$5,000 which is under budget projections. However, overall income is above what was projected. On a motion duly made by J. Ray and M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried to approve the Financial Report.

**APPROVAL OF THE PURCHASES:** The Financial Report was presented and reviewed by Tracy Reed of RSMeacham CPA & Associates. On a motion duly made by J. Ray and 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 Purchases Report.

**MAINTENANCE REPORT:** There was no report given from the Maintenance Department as they are

currently working on a water leak.

**ANIMAL CONTROL REPORT:** J. Wilson asked that all after hours notifications for Animal Control should come through the Police Department. This will enable the officer on duty to determine if there is an actual need to pick up an animal at that time.

**POLICE DEPARTMENT REPORT:** Chief of Police Jess Wilson reported 920 contacts, 82 calls for service, 19 impounds and 16 releases.

**FIRE DEPARTMENT REPORT:** Due to illness, there was no Fire Department personnel present. D. Drake reported 2 vehicle accidents, 1 construction fire assistance, 1 landing zone and 2 grass fires.

**COMMUNITY CENTER REPORT:** The Nutrition Center's Laura Goss noted that she has no applications for replacing the van delivery driver. She further reported that during the Kiowa Festival, approximately 300 people were served. L. Goss noted they serving approximately 60 meals per day during the week.

**1. Discussion, consideration and possible action: Adopt and enact the code of ordinances for the town including adopt and repeal certain ordinances.** J. Wilson noted that some ordinances needed to be addressed as some needed changes and/or were not stamped correctly. He further noted that the Code of Ordinance book is being updated and we are waiting for attorney approval. 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 go forward and enact the Code of Ordinances for the Town including adoption and repeal of certain ordinances.

**2. Discussion, consideration and possible action: Adopt amended ordinances for: #1) Phil Hatridge, #2) Mary Trammel, and #3) Patrick Griffin.** On a motion duly made by D. Drake 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 amend the ordinances for Phil Hatridge, Mary Trammel and Patrick Griffin.

**3. Discussion, consideration and possible action: Amend ordinances for: #1) Danny Drake and #2) Brenda Phipps.** On a motion duly made by J. Ray 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 amend the ordinances for Danny Drake and Brenda Phipps.

**4. Discussion, consideration and possible action: Town Administrator position.** 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 assign additional duties to Chief of Police Jess Wilson as Town Administrator.

**5. Discussion, consideration and possible action: RV Park, 10th E. Dewey, Kiowa: Dennis McMath.** J. Wilson reported that Dennis McMath believes his previous request was approved by the Council, although the Town could find no record. D. McMath would like to have this formerly approved by the Council should the need arise to place RV's on said property. On a motion duly made by J. Ray 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 placement of RV's on the Southend of Dewey Street.

**6. Discussion, consideration and possible action: Purchasing process for the City of Kiowa.**

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 table this matter.

**7. Discussion, consideration and possible action: Kiowa Clean-Up Day.**

On a motion duly made by M. Sexton 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 hold Kiowa Clean-Up Days on October 16, 17 & 18.

**8. Discussion, consideration and possible action: Hire City attorney.**

D. Drake reported that he met with Attorney/Judge David Youngblood in regards to employing him as our new City Attorney for the Town of Kiowa. He further noted that Mr. Youngblood is willing to act as our City attorney at this time. Mr. Youngblood will attend all Council meetings whenever needed. No retainer is required with an hourly rate of \$250 with no charge for telephone conversations. 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 hire David Youngblood as our new City attorney.

**9. Discussion, consideration and possible action: Halloween date October 31st.** It was reported that First Bank will set up for Halloween in the Kiowa Community Center along with the Police Department and Fire Department's participation. On a motion duly made by J. Ray 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 co host the Town of Kiowa's Halloween festivities on Friday, October 31st.

**10. Discussion, consideration and possible action: Christmas Party date.** On a motion duly made by T. S. Barker 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 hold the Annual Christmas Party on Saturday, December 13th @ 4:00 p.m. at Los Tarascos Restaurant in McAlester.

**11. Discussion, consideration and possible action: Change Bank signers (signatures):** On a motion duly made by T. S. Barker and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion to have a total of 5 signatures on the Kiowa bank accounts as follows: #1) Mayor D. Drake, #2) Vice Mayor J. Ray, #3) Treasurer J. Hasty #4) PWA Clerk L. Shows and #5) Court Clerk B. Battles.

**12. Discussion, consideration and possible action: Discussion and possible action on closure of public right of ways and alleys.** On a motion duly made by J. Ray and seconded by T. Horn-yes, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried for the City to reserve the right to access all sewerlines as needed.

**13. Discussion, consideration and possible action: Dustin Shields: Hay sickel in the amount of \$4,331.90 for work and parts.** 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 table this matter.

**14. Discussion, consideration and possible action: Approving street repairs amount.** T.S. Barker reported that the City has received the estimated street repairs totalling \$311,933.00. CPA T. Reed stated that the City has budgeted \$350,000.00 for street repairs. On a motion duly made by T.S.

Barker 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 approve the street repairs and blacktop installation from Highway 69 to Harper Valley Road in the amount of \$280,000.00.

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**15. 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:**

\*Annexation Request

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

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

**18. FINDINGS:** No action was taken on this matter at this time. \*This was not discussed in the Executive Session meeting.

**19. 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 T.S. Barker 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 enter into Executive Session @ 7:48 p.m.

Jess Wilson

**20. Discussion, consideration and possible action to re-convene into Open Session.** On a motion duly made by T.S. Barker 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 move from Executive Session into Open Session. @ 8:00 p.m.

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

**22. FINDINGS:** On a motion duly made by J. Ray and seconded by D. Drake, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-yes, the motion carried to increase Jess Wilson's hourly wage by \$2.00 per hour.

**23. 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:**

Pay raises, overtime and comp time

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

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

**26. FINDINGS:** 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 take no action on this matter at this time.

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**NEW BUSINESS:** None.

**PUBLIC DISCUSSION:** In the matter regarding the newly proposed semi truck parking lot installation on Highway 69, the following townspeople expressed their concerns as follows: **#1) Johnny Brown:** Mr. Brown expressed his concern that there are no bathrooms or lodging for truckers on this property. Also, that the proposed lot is very close to townspeople's homes. Also, that our City ordinance states they cannot be within 300 ft of any dwelling. D. Drake confirmed that this is stated within our ordinance. **#2) Joni Patton:** J. Patton agreed with Mr. Brown's concerns and also expressed the concern of possible traffic accidents coming from the highway. **#3) Sherman Nichols:** Mr. Nichols stated that this proposed site is very close to his driveway and that access would be a problem. He also questioned if the proposed semi-truck parking lot would be an asset or a liability to the Community. S. Nichols also noted that there have already been 3 accidents at his driveway from the highway. **#4) Donald Brooks:** D. Brooks (a neighbor of S. Nichols) agreed with S. Nichols and further stated there is not enough room to comfortably have this type of facility at this location. He further noted that he already has a difficult time accessing the highway from his driveway due to the flow of traffic coming through Kiowa. Council member J. Ray stated that he has spoken with these residents and other residents in that area about their concerns. J. Ray further noted that the 300 ft. ordinance is in place and there has been no request to change the ordinance. The owner of the proposed semi truck lot, Daniel Smith, stated that he understands the townspeople's concerns. D. Drake stated that the Council will not change the 300 ft. ordinance rule and that Mr. Smith's request to put in a semi truck parking lot is a no. Therefore, Daniel Smith's request to install a semi truck parking lot was denied.

**ADJOURNMENT:** On a motion duly made by D. Drake and seconded by, M. Sexton-yes, 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 8:10 p.m.

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