

TOWN OF KIOWA  
PUBLIC WORKS AUTHORITY MINUTES  
FOR THE REGULAR MONTHLY MEETING  
SEPTEMBER 30, 2021 AT 6:30 P.M.  
AT KIOWA CITY HALL  
813 SOUTH HARRISON ST.  
KIOWA, OKLAHOMA

CALL MEETING TO ORDER: @ 6:30 pm

ROLL CALL: **Hatridge present, Hall present, Peterson present, Naugle present, Vanblaricom present, Ellis present, Austin absent. Quorum present**

PLEDGE OF ALLEGIANCE: **Done**

APPROVAL OF THE MINUTES: **September 7<sup>th</sup>, 2021 special meeting & August monthly meeting minutes. Motion made to not approve minutes by Peterson, seconded by Ellis. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries to not approve the minutes.**

FINANCIAL REPORT: **Jerri presents financial report. Ellis states she made calls to CPA's and auditors to get someone in here, was checking bank statements and found a lot of errors of checks clearing the bank with the wrong check number and the wrong amount, a lot of voided checks, some bills have been paid twice. PWA cash on hand as of August 31, 2021 Peachtree shows \$184,127.20 and bank statement shows \$191,675.09. Meter account on Peachtree shows \$43,006.44 bank account shows \$42,566.39. Reap grant account shows \$185.05. RD Sewer \$20,434.50 Asset Replace Savings \$73,340.55 Cash Savings \$63,359.54 Debt Serve \$77,557.17 Sewer short lived assets \$35,876.23 Sewer debt services \$34,612.80 CD \$5,166.27 cash on hand and due from other funds not sure what those are about. Vanblaricom states the expenses at the end of the month are \$35,548.96 with a net income of \$14,000 but not sure if that is correct. Peterson made the motion to not approve financial report because Ellis is not certain. Vanblaricom seconded. Hatridge- yes, Hall- no, Peterson- yes, Naugle- yes, Vanblaricom- no, Ellis- yes. Motion carries to not approve financial report.**

**APPROVAL OF PURCHASE ORDERS: Vanblaricom has a question about PO P3375 what it is a Momar invoice gallon jug which is mosquito spray. Ellis pointed out that PO is not correct, wrong GL accounts selected. Many invoices were unclear as to what they were paying. Peterson made motion not to approve the purchase orders. Hall seconded. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries to not approve purchase orders.**

**WATER PLANT REPORT: Cearley states water plant is doing well, pump has been repaired needs to be installed for the lake. Fixed 4-5 water leaks in the last week.**

- 1. Discussion of Roger Laxton CPA. Presentation and proposal. Not present. Ellis presented his proposal to all council members. Reason was not given for not coming to council meeting. His estimate would be \$1,600.00 per month. Fee is estimated on anticipated cooperation from personal, if significant OT is necessary new fees will be discussed. No questions or concerns about Roger Laxton from any council members.**
- 2. Discussion of Tracy Reed CPA. Presentation and proposal. Present. Gave presentation. She is based out of Durant but travels to different municipalities. Provided references, Ellis inquired with them and they all had great things to say about her. Reed talked about our current budget and suggests we switch to municipal budget. Monthly fee would be \$3,500.**
- 3. Discussion of Crawford & Association's proposal. Not present. Proposal was given to all of council members. We have had them as CPA before and they have doubled their rates since then.**
- 4. Discussion and possible approval of Roger Laxton CPA, Tracy Reed CPA, or Crawford & Associations proposal to be our new monthly accountant/CPA. Peterson made motion to approve Tracy Reed as monthly CPA/accountant. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carried to approve hiring of Tracy Reed as the new CPA/accountant.**
- 5. Discussion and possible approval to end engagement with Ralph Osborn. He is our current auditor that has not returned our audit from 2018-2019. Peterson makes motion to end engagement. Seconded by Hatridge.**

- Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries to end engagement with Ralph Osborn.**
- 6. Discussion and possible approval to have Russell & Williams CPA or William Gauer CPA to do the 2018-2019 audit. Proposal for both was presented to council in packet. Gauer had several hidden fees and extra costs. Russell & Williams has several CPAs working in office with a faster turnaround time. Russel & William quoted \$15,000.00 to do 2018-2019 audit. Gauer quoted \$3,950.00 plus \$100.00 state auditor filing fee. Plus additional out of pocket fees for report, reproduction, word processing, postage, travel etc. Peterson made motion to approve Russell & Williams CPA to do our 2018-2019 audit. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries.**
  - 7. Discussion and possible approval to continue doing water & sewer adjustments as is or use the formula found from 2017. Ellis found old formula that was used in 2017 for adjustments. Presented to council in packet and explained by Ellis. This formula would benefit our town more. Customer would pay half of the adjustment and city makes adjustment to other half. Peterson made motion to approve using formula from 2017 for water and sewer adjustments. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries.**
  - 8. Discussion and possible approval for water/sewer adjustment for Candace Middleton @ 1585 Old 69 RD. Adjust \$56.98. Peterson made motion to approve the adjustment. Seconded by Hatridge. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries.**
  - 9. Discussion and possible approval for water/sewer adjustment for Dessa Cole @ 705 S. Taylor. Adjust \$36.31. Peterson made motion to approve the adjustment. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries.**
  - 10. Discussion and possible approval for water/sewer adjustment for Melissa Gardner @ 821 E. Garfield (beauty shop) Adjust \$181.38. High usage, guys went to check the meter. July 7<sup>th</sup> alarm leak detected. Meter only gives alarm if running through meter more than 36 hours. July 16<sup>th</sup> alarm leak detected. Peterson makes motion to approve the adjustment. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries.**

- 11. Discussion and possible approval for water/sewer adjustment for Matt Carr @936 S. Jackson (RV park) Adjust \$217.62. The hose to one of the hook ups was leaking. Peterson made the motion to approve the adjustment. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Vanblaricom- yes, Ellis- yes. Motion carries.**
- 12. Discussion and possible approval to allow Tonya Johnson to move a building in for a business and receive water and sewer services. Table until next month because of incomplete packet.**
- 13. Discussion and possible approval to allow Ronna Baldwin/Wade Daniel to move a mobile home in @243 w 10<sup>th</sup> St. and receive water and sewer services. Table until next month because of incomplete packet.**
- 14. Discussion of new marijuana regulations. No Vote.**
- 15. True North Mapping update. \$500.00 per month, his work is complete with the mapping. We received two I-Pad completely update to be able to locate water and sewer lines. Our new maps are ready and they will be bringing them to us so we can hang new ones and get rid of the old ones. They also stated that they will continue to offer us new updates on the Town as part of our contract. To let them know when we have new ideas and they will see if they can put them in place for us.**

**NEW BUSINESS: No new business**

**PUBLIC DISCUSSION: No discussion**

**ADJOURN: Peterson motioned to adjourn. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Naugle- yes, Valblaricom- yes, Ellis- yes. Meeting adjourned @ 8:06pm**

**IF ASSISTANCE IS NEED CONTACT THE KIOWA CITY HALL @ 918-432-5621  
24 HOURS IN ADVANCE**