

TOWN OF KIOWA PUBLIC WORKS AUTHORITY MINUTES

FOR THE REGULAR MONTHLY MEETING

APRIL 30<sup>TH</sup>, 2020 AT 6:30 P.M.

AT KIOWA CITY HALL

(CLOSED TO PUBLIC DUE TO COVID 19)

OPEN MEETING CAN BE ACCESSED BY COMPUTER, TABLET OR SMARTPHONE

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CALL MEETING TO ORDER: Mayor Naugle called the meeting to order at 6:30 p.m.

ROLL CALL: Karon Sexton- present, Kristi Hall -present, Regina VanBlaricom - absent, Jerri Ellis- present, Deanna Sexton – present, Kari Peterson- Present, Ned Naugle- present. Quorum present.

PLEDGE OF ALLEGIANCE: Completed.

CONSIDERATION OF THE MINUTES: Minutes read by Board of Trustees. No questions. Mayor Naugle made the motion to approve the minutes, seconded by K. Sexton. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.

APPROVAL OF FINANCIAL REPORT: Financial Report reviewed by Board of Trustees. Mike Kerns not present. Jerri Ellis reported a Revenue of \$44,219.39, Expenses of \$46,237.04, with a Net Loss of \$2,017.65 due to repairs and maintenance. No questions. Mayor Naugle made the motion to approve the Financial Report, seconded by K. Sexton. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.

APPROVAL OF PURCHASE ORDERS: Purchase Orders reviewed by Board of Trustees. No questions. Mayor Naugle made the motion to approve the Purchase Orders, seconded by K. Sexton. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.

1. WATER PLANT REPORT: William reported the plant is running fine, he had to order more Earth Tech due to Algea in the Lake.
2. Discussion and possible approval to award bidder for School Sewer Relocation project. Bids were opened April 23<sup>rd</sup>, 2020 at 2:00 p.m.

Robert Vaughan not present but a copy of Letter of Recommendation, Notice of Award was reviewed by Board of Trustees. Discussion of Bidders, there was a total of 8 bidders that received plans and specifications for this project, with 6 electing to submit bids. No questions. Mayor Naugle made the motion to award Bidder of School Sewer Relocation Project to W. Brown Enterprises, Inc in the amount of \$85,050.00, seconded by K. Hall. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.

3. Discussion and possible approval to pay Invoice number KIO-19-02-01 to Infrastructure Solutions in the amount of \$7,350.00 for Plans, Specifications, Bidding and Construction Phase for School Main Sewer Project. No discussion or questions. Mayor Naugle made the motion to approve and pay invoice number Kiowa-19-02-01 in the amount of \$7,350.00 to Infrastructure Solutions for School Sewer Project, seconded by K. Hall. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.
4. Discussion and possible approval to renew Employee Health Insurance for the 2020-2021 year. Deanna informed the Trustee's that Lisa Irby normally will come to the meeting, but due to Covid19, she emailed information and will answer questions if needed. The renewal date is May 1 and the premiums have increased 8 %. Deanna stated she has talked with the employee's that carry family members and informed them of the increase and they want to continue with Blue Cross and Blue Shield. Karon stated there wasn't any other options. Mayor Naugle made the motion to renew Employee Health Insurance with Blue Cross and Blue Shield for the 2020-2021 year, seconded by K. Sexton. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.
5. Discussion and possible approval to discontinue employment with Vincent Lott (Interim Water Plant Operator). Discussed discontinuing employment due to William have the water certifications now. Mayor and Trustee's stated their appreciation of Vincent Lott's employment. Mayor Naugle made the motion to discontinue employment with Vincent Lott, seconded by K. Sexton. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.

6. Discussion and possible approval to hire Aaron William Ellis as Water Plant Operator. Discussion. Vice Mayor Karon Sexton made the motion to hire Aaron William Ellis as Water Plant Operator and increase pay to \$19.00/ hour and continue benefits from Town employment with a start date of 4-19-2020, seconded by K. Hall. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis- abstained, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.
7. Discussion and possible approval to accept resignation from Robert Waldrip as part time water plant worker. Discussion. Mayor Naugle made the motion to accept Robert Waldrip's resignation as part time water plant worker, seconded by K. Sexton. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis- yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.
8. Discussion and possible approval of returning to regular business. Discussion. Discussed the Governor's Phase process and complying with this. The Police Department is returning to regular business tomorrow with precautions. Pat Layden informed Board of what other Town's are doing. Mayor Naugle made the motion to keep City hall closed to public, with an employee here daily, through May 15<sup>th</sup> and revisit, seconded by K.Sexton. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried.

**NEW BUSINESS:** Deanna stated that Regina VanBlaricom was here earlier and gave her letter of resignation. Deanna read the letter of resignation to Board of Trustee's. Mayor and Board of Trustee's accepted the resignation.

Kristi Hall discussed Hartshorne policy of filling swimming pools, Deanna explained the process that is in place for Town of Kiowa for filling swimming pools and that we can't give free water, DEQ says no and Pat Layden verified.

**PUBLIC DISCUSSION:** None

**ADJOURN:** Mayor Naugle made the motion to Adjourn the meeting seconded by K. Sexton. Karon Sexton- yes, Kristi Hall-yes, Jerri Ellis-yes, Deanna Sexton-yes, Kari Peterson- yes, Ned Naugle-yes. Motion carried. Time 7:00 p.m.