

**Minutes Town of Kiowa Regular Meeting
March 30, 2017
7:00 pm
Kiowa City Hall
813 South Harrison Street
Kiowa, Oklahoma**

The meeting was called to order by Mayor Serena Johnston at 7:24pm.

Roll Call: Ned Naugle, Bob Ramey and Serena Johnston were present. Regina VanBlaricom was absent.

Consideration of the Minutes:

Motion was made by Johnston to approve the Special Meetings from February 7, 2017, and the Regular Meeting February 23, 2017, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion carried.

Treasurers Report:

Carla Lamson gave the Treasurers Report for the month of February, 2017.

Total Revenue was \$97,734.25, Total Expenses were \$87,929.74, with a profit of \$9,804.51.

Motion was made by Johnston to approve the Treasurer report, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion carried.

Purchase Orders:

JoMae Peck told the Board that there were four (4) additional Purchase Orders, PO # GF5786 to Hampton Inn in the amount of \$485.00, GF5787 to Ok Assc. Chiefs of Police in the amount of \$250.00, GF5788 to William Smith in the amount of \$280.50 and GF5789 to Beale Tire in the amount of \$134.92.

Motion was made by Johnston to approve the Purchase Orders for the month of March, 2017, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion carried.

1. Discussion and possible approval for Brandon Bolding to put a storage building on the property behind the Police Department.
Brandon was present requested to put 30 x 24 storage building on lot behind police department and states PD parks on part of his property and does not want to change that. He wants the building to use for storage and may need water and sewer in the future. Discussed prices for sewer and water. Instructed him to get building permit. Mayor Johnston made motion to allow Brandon Bolding to move building in, seconded by Naugle. Naugle, Ramey, Johnston voted yes. Motion carried.
2. Discussion of the Police Department pulling over at his place of business Cowboys Trucks and Trailers. Shane Eckert.
No Vote. Shane not present.
3. Discussion and possible approval of Cemetery lots for Mr. and Mrs. Sorrels.
No Vote. Mr. and Mrs. Sorrels not present.
4. Discussion and possible approval to open roadway just to the south, on Mrs. Creekmore's property at 147 North Polk.
No Vote. Mrs. Creekmore not present.

5. MONTHLY REPORTS:

a. TENASKA POWER PLANT:

Robert Bell, plant manager with Tenaska present, states everything is going good. Discussed water issue. Spring Shutdown will finish April 11, 2017. Will be working on gas line this summer.

b. MAINTENANCE: No report.

c. FIRE: No Report.

d. ANIMAL CONTROL: Picked up 2 dogs.

e. POLICE: Chief Smith reported 592 contacts, 3 accidents, K9 presentations at Tractor Supply in McAlester.

6. Discussion and possible approval to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Mike Cathy 180 day evaluation. OS TITLE 25 SECTION 307 (B) (1).

Mayor Johnston made the motion to enter into Executive Session, seconded by Naugle. Naugle, Ramey, and Johnston voted yes. Motion Carried. Time 7:52 p.m.

7. Discussion and possible approval of the findings from Executive Session for Mike Cathy number six (6) on this agenda.

Time: 8:25 p.m. Mayor Johnston made motion to extend probationary period 30 days seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion carried.

8. Discussion and possible approval to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Blake Powell. OS TITLE 25 SECTION 307(B) (1). Mayor Johnston made the motion to enter into Executive Session, seconded by Naugle. Naugle, Ramey, and Johnston voted yes. Motion Carried. Time 7:52 p.m.

9. Discussion and possible approval of the findings from Executive Session for Blake Powell number eight (8) on this agenda.

Time: 8:25 p.m. Mayor Johnston made a motion to reassign Blake as a maintenance employee and take rate of pay back to \$1,890 per month including the 5% that was received, effective 3-31-2017 and appoint William Ellis to interim maintenance supervisor effective 3-31-2017 and Trevor Mitchell as the interim Animal Control officer effective 4-3-2017.

10. Discussion and possible approval to put a street light at Sharon Drive. Charles Everett. No Vote. Charles Everett not present discussed calling PSO about street lights out.

11. Discussion and possible approval of the Police Department policy and procedures.

Attorney Pat Layden approved. Mayor Johnston made motion to approve Police Department policy and procedures, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.

12. Discussion and possible approval for Naomi Hamlin to attend OMCCA conference in Stillwater May 22-24, 2017.

Mayor made a motion to pay travel, per diem, \$100.00 per night motel and the OMCCA conference, seconded by Naugle. Naugle, Ramey, and Johnston voted yes. Motion carried.

- 13. Discussion and possible approval of Health Insurance for the Town of Kiowa employees.**
Lisa Irby was present and answered questions the Board of Trustees had.
Mayor Johnston made a motion to keep Blue Cross and Blue Shield as the Health Insurance with no changes to the policy for the Town of Kiowa, seconded by Naugle. Naugle, Ramey, and Johnston voted yes. Motion carried.
- 14. Discussion and possible approval to remove JoMae Peck from all account for the Town of Kiowa with First Bank of Kiowa, effective date 4-14-2017.**
Mayor Johnston made a motion to remove JoMae Peck from all accounts for the Town of Kiowa with First Bank of Kiowa effective 4-14-2017, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.
- 15. Discussion and possible approval to remove JoMae Peck from all accounts and safety deposit boxes for the Town of Kiowa with Bank NA effective date 4-14-2017.**
Mayor Johnston made a motion to remove JoMae Peck from all accounts and safety deposit boxes for the Town of Kiowa with Bank NA effective 4-14-2017, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.
- 16. Discussion and possible approval to add Deanna Sexton to all accounts for the Town of Kiowa with First Bank of Kiowa, effective date 4-17-2017.**
Mayor Johnston made a motion to add Deanna Sexton to all accounts for the Town of Kiowa with First Bank of Kiowa, effective 4-17-2017, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried
- 17. Discussion and possible approval to add Deanna Sexton to all account and safety deposit boxes for the Town of Kiowa with Bank NA, effective date 4-17-2017.**
Mayor Johnston made a motion to add Deanna Sexton to all accounts and safety deposit boxes for the Town of Kiowa with Bank NA, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.
- 18. Discussion and possible approval to set a date for a Budget Workshop**
Mayor Johnston made motion to have Budget Workshop on April 6, 2017 at 6p.m. if financial advisors are available, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.
- 19. Discussion and possible approval to change the Digiticket plan.**
Mayor Johnston made the motion to approve the Digiticket plan, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.
- 20. Discussion and possible approval to purchase two computer tablets and accessories.**
Chief Smith requested this be bypassed until new budget year. No Vote.
- 21. Discussion and possible approval to purchase a bite suit for training.**
Mayor Johnson made a motion to approve the bite suit for K-9 training, to be paid out of Drug and Alcohol Fund seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.
- 22. Discussion and possible approval to purchase a K-9 insert.**
Mayor Johnston made a motion to purchase K-9 insert and door popper, not to exceed \$2,500 seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.

23. Discussion and possible approval to purchase hand held radios for the Police Department.
Mayor Johnston made a motion to approve purchase of hand held radios if money is in the tech fee seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion Carried.
24. Discussion and possible approval to adopt a records and video policy and to put into the policy and procedure manual for the Police Department.
No vote. Put on April agenda.
25. Discussion and possible approval of jail agreement with Pittsburg County Sheriff's Office.
No Vote. Put on April agenda.
26. Discussion and possible approval to set a time for the Budget workshop for 2017-2018.
Discussed the attentive date of the Budget Workshop as April 6th, 2017 @6p.m.
Motion made by Mayor Johnston to have a Workshop on April 6th, 2017 @ 6p.m. if financial advisors are available seconded by Naugle. Naugle, Ramey and Johnston voted yes. Motion carried.

New Business: No New Business.

Public Discussion: Mayor Johnston discussed 50/50 grant from Oklahoma University for beautifying communities. She will do more research.

Mayor Johnston made the following announcements:

We had a committee meeting for the Healthy Living Grant to set up bylaws. The next Meeting will be April 7th, 2017.

There is a benefit fund raiser for the Moore family at Kiowa School, April 2nd, 2017 11a.m.-2p.m. April 15th, 2017 4-7 p.m. will be the Community Easter Egg Hunt at the City Park.

Need a gas card for Fire Department to get gas after stores are closed.

PSO is giving boxes of supplies to families to save energy in your home.

Adjourn: Mayor Johnston made a motion to adjourn, seconded by Naugle. Naugle, Ramey and Johnston voted yes. Meeting Adjourned @ 9:34 p.m.