TOWN OF KIOWA

PUBLIC WORKS AUTHORITY MINUTES

FOR REGULAR MONTHLY MEETING

MARCH 30, 2023 @ 6:30 P.M.

AT KIOWA CITY HALL

813 S. HARRISON ST.

KIOWA, OKLAHOMA

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:** Mayor Peterson called meeting to order @ 6:00 P.M.

**PLEDGE OF ALLEGIANCE:** Completed.

**ROLL CALL:** Hall present, Peterson present, Vanblaricom present, Sexton present, Drake present, Johnston present.

**APPROVAL OF MINUTES:** No questions. Peterson made the motion to approve the minutes. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.

**APPROVAL OF THE FINANCIAL REPORT:** Tracy Reed, “On our schedule of cash in unrestricted we are at about $1.9 million in total about $2.9 million. January and February we had a small cash increase in unrestricted about $21,000.00 and in total about $27,000.00. We had our normal cash inflows and outflows for the most part. We are about 67% through our fiscal year. In PWA our revenues have been strong. So far we’ve been able to keep our expenses at or below what we budgeted for the year.” Peterson made the motion to approve the financial report. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.

**APPROVAL OF PURCHASES:** No questions. Peterson made the motion to approve the purchases. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.

**WATER PLANT REPORT:** Zack Taylor, “The water plant is working as it should. Mark and I hosed down the clarifiers and they were pretty bad so hopefully that makes a big difference. Scotty Barker had someone digging and they ended up finding his service line for his sewer so we don’t have to worry about that. We fixed a fire hydrant that had been out of service for a few years.”

1. **Presentation from Lisa & Trey Irby about renewing BCBS insurance for the New Year.** Presentation by Lisa Irby.
2. **Discussion and possible approval to renew BCBS for the New Year.** Peterson made the motion to renew BCBS insurance for the new year. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.
3. **Discussion about residents having home address posted.** Discussed sending a letter stating the importance for residents having their address posted visibly in case of an emergency.
4. **Discussion and possible approval to have smoke test done due to bypass.** No vote.
5. **Discussion and possible approval for water/sewer adjustment for Robert Debord @ 618 S Garfield.** Peterson made the motion to approve water/sewer adjustment for Robert Debord @ 618 S Garfield with city responsible for $165.92 and customer responsible for $41.49. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.
6. **Discussion and take action on Rural Water adjustment.** Peterson made the motion to credit rural water east account #7680 $965.30. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.
7. **Discussion and possible approval to repair submersible pump.** Peterson made the motion to approve to repair submersible pump in the amount of $4,410.00. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.
8. **Discussion and possible approval to pay per diem for Zack Taylor attending Class C water operator class in Stillwater April 12-13, 2023**. Peterson made the motion to pay per diem to Zack Taylor per government rates. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.
9. **Discussion and possible approval to pay per diem for Zack Taylor attending Class C water laboratory class in Stillwater April 17-20, 2023.** Peterson made the motion to pay per diem to Zack Taylor per government rates. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.

**The two (2) Executive Sessions will be held consecutively with findings after the Board of Trustee’s return.**

1. **Discussion and possible approval to enter into executive session for the purpose of discussion of possible promotions and/or pay raise or disciplinary action for Zack Taylor. OS TITLE 25 SECTION 307 (B) (1)** Peterson made the motion to enter into executive session @ 7:24 P.M. Seconded by Vanblaricom. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.
2. **Discussion and possible approval of findings from executive session for Zack Taylor.** Returned from executive session @ 8:08 P.M. No vote.
3. **Discussion and possible approval to enter into executive session for the purpose of discussion of possible promotions and/or pay raise or disciplinary action for Thomas “Mark” Watkins. OS TITLE 25 SECTION 307 (B) (1)** Peterson made the motion to enter into executive session @ 7:24 P.M. Seconded by Vanblaricom. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.
4. **Discussion and possible approval of findings from executive session for Thomas “Mark” Watkins.** Returned from executive session @ 8:08 P.M. Peterson made the motion to raise Thomas “Mark” Watkins pay to $15.00 an hour. Seconded by Vanblaricom. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.

**NEW BUSINESS:** N/A

**PUBLIC DISCUSSION:** N/A

**ADJOURN:** Peterson made the motion to adjourn @ 8:10 P.M. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.

**TIME ADJOURNED:** 8:10 P.M.

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