TOWN OF KIOWA

PUBLIC WORKS AUTHORITY MINUTES

FOR REGULAR MONTHLY MEETING

MARCH 31, 2022 @ 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 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 @ 6:30 P.M.

**PLEDGE OF ALLEGIANCE:** Completed

**ROLL CALL:** Hatridge present, Hall present, Peterson present, Vanblaricom present, Ellis present, Johnston present.

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

**APPROVAL OF THE FINANCIAL REPORT:** Tracy Reed, “On our schedule of cash these are through the month of February. On our unrestricted cash and cash change was a positive of about $71,000.00 about $60,000.00 or so is from the ARPA funds and then other normal cash inflows and out flows. Our unrestricted cash while it went up last month overall it has went down for the year about $108,000.00 when you take into consideration all of our restricted funds and unrestricted we still are showing a positive cash change for the month of about $90,000.00 and for the year about $30,000.00. A large part of those restricted funds are street and alley restricted and police restricted. Our largest driver in our PWA revenue rise is water; we are a little bit below where our budget predicted we would be in water. It’s to the tune of about $7,000.00. We’ve had a net positive in our water of about $40,000.00 and a net positive in our water, sewer, and trash of about $52,000.00. Which means we are about $52,000.00 better on the budget in those operations not capital outlay just our normal operations than we thought we would be.” No questions for Reed from council. Peterson made the motion to accept the financial report. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Johnston- yes. Motion carries.

**APPROVAL OF PURCHASES:** Vanblaricom had a question about check 1102 which was paid to the News Capital in the amount of $43.95 and Ellis informed her it was for the amendment for adding fees to water/sewer. No other questions from council. Peterson made the motion to approve the purchases. Seconded by Hatridge. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Johnston- yes. Motion carries.

**WATER PLANT REPORT:** William Ellis not present but provided paper with information for the month to the council. Chemicals caustic, ferric, and chlorine were delivered. Several leaks repaired. An 8” water main from the plan to the tower on March 29, 2022 was repaired with 2 8” alpha romac couplings. The job took about 6 hours. The plant is up and running great and the tower is full. He took bac-t samples to ERT lab in Ada today @ 8:30 A.M. Results could be available late tomorrow or on Monday April 4th, 2022. We repaired the decant line below Philip Scotts house. The county grader hand hit the clean out and busted the sanitary out of our decant line. The line is now repaired. We capped off an old meter at the school’s hitting facility, Kelvin Johnston called and said he seen some water coming out of the ground after their contractors had done some dirt work, I drove over to check it out after looking for about 10 minutes found the original meter that had been ripped out. Josh and Zack dug up the line and capped it off. We tapped the city hall sewer into the actual sewer main, when the sewer crew came through they missed the tap when they moved closer to the road, on March 23rd myself, Josh, Zack and Waylon tapped into the main line. We repaired a 2” line that Whitney Robbins hit at her residence while digging, this makes about the 4th or 5th time repairing that line.

1. **Discussion and possible approval to adopt ward boundaries ordinance.** Peterson made the motion to approve to adopt the ward boundaries ordinance. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Johnston- yes. Motion carries.
2. **Appoint and swear in Branton Nichols for Ward 4.** Peterson made the motion to appoint and swear in Branton Nichols for Ward 4. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Johnston- yes. Motion carries. Oath of office and loyalty oath completed with signature, notary and witnessed.
3. **Discussion and possible approval to add Branton Nichols to all PWA bank accounts at Kiowa First Bank.** Peterson made the motion to approve to add Branton Nichols to all PWA bank accounts at Kiowa First Bank. Seconded by Vanblaricom. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Johnston- yes. Motion carries.
4. **Presentation from Lisa & Trey Irby about renewing BCBS insurance for the New Year.** Presentation given by Lisa Irby.
5. **Discussion and possible approval to renew BCBS for the New Year.** Peterson made the motion to approve to renew BCBS insurance for the year. Seconded by Hatridge. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Nichols- yes, Johnston- yes. Motion carries.
6. **Discussion and possible approval to amend city ordinance for purchasing policy.** Peterson made the motion to approve to amend the city ordinance purchasing policy **Section 1-60 Purchasing and Sales Procedures** #6 to say, “**The City Mayor, subject to any regulations which the City Council may prescribe, shall contract for and purchase, or issue purchase authorization for, all supplies, materials and equipment for the offices, departments and agencies of the Municipal Government. In emergency an amount of one thousand dollars ($1,000.00) not to be exceeded without prior approval before the City Council. The City Mayor may make approval for purchases not exceeding fifteen hundred dollars ($1,500.00) and the Vice Mayor one thousand dollars ($1,000.00).”** and amend #7a to say, **“The Treasurer or his/her designee shall:”** Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Nichols- yes, Johnston- yes. Motion carries.
7. **Discussion and possible approval to accept quote from ATS Irrigation for a water traveler.** Table to next month. No vote.
8. **Discussion and possible approval to use the black bulk water tank in the bull pen for a secondary storage tank for the fire department.** Clifford Sexton states it will hold 10,000 gallons of water that they can store, which would be 3 tanker loads. Peterson made the motion to approve to use the black bulk water tank for a secondary storage tank for the fire department and to move it next to the fire department. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Nichols- yes, Johnston- yes. Motion carries.
9. **Discussion and possible approval to have customer at 630 S Dewey water meter moved out of driveway of customer at 644 S Dewey.** Vanblaricom made the motion to have customer at 630 S Dewey’s water meter moved 15 feet North so it will be out of the driveway of customer at 644 S Dewey. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Nichols- yes, Johnston- yes. Motion carries.
10. **Discussion and possible approval to fix water line issues for Whitney Weeks @ 826 E 8th St.** Customer not present. No vote.

**NEW BUSINESS:** N/A

**PUBLIC DISCUSSION:** N/A

**ADJOURN:** Peterson made the motion to adjourn meeting @ 7:38 P.M. Seconded by Hall. Hatridge- yes, Hall- yes, Peterson- yes, Vanblaricom- yes, Ellis- yes, Nichols- yes, Johnston- yes. Motion carries.

**TIME ADJOURNED:** 7:38 P.M.

IF ASSISTANCE IS NEEDED PLEASE NOTIFY THE CITY HALL AT 918-432-5621, 23 HOURS IN ADVANCE.