

**Amended Minutes Town of Kiowa Regular Meeting
May 26, 2016
7:00 pm
Kiowa City Hall
813 South Harrison Street
Kiowa, Oklahoma**

The meeting was called to order by Mayor Serena Johnston at 7:01pm.

Mayor Johnston thanked everyone for coming, she said there are a lot of items on the Agenda and if anyone would like to speak only one person at a time.

Roll Call: Robert Burgett, Ned Naugle, Regina VanBlaircom, Bob Ramey and Serena Johnston were present.

Consideration of the Minutes:

Motion was made by Johnston to approve the Regular Meeting minutes from April 28, 2016, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

Treasurers Report:

Coleene Lewis gave the Treasurers Report for the month of April, 2016.

Total Revenue was \$86,779.89 Total Expenses were \$78,150.92 with a profit of \$8,628.97.

Motion was made by Johnston to approve the Treasures Report for the month of April, 2016, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

Purchase Orders:

JoMae Peck said there was one additional Purchase Order # GF-5290 to KEDDO for our annual membership in the amount of \$43.48.

Motion was made by Johnston to approve the Purchase Orders for the month of May, 2016, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

1. Discussion and possible approval to proceed with the Grant application with DOJ for Cops Hire for the Police Department. Shelia Edwards.
Shelia Edwards explained the procedure of this grant with DOJ to hire a new Police Officer. Shelia Edwards said that her fee would be 6% of the total amount of the grant if the Town of Kiowa is awarded the money.
Motion was made by Johnston to proceed with the grant with DOJ, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
2. Discussion and possible approval of the contract between Town of Kiowa and Rex Hatridge to mow the Highway 69 frontage in the Town of Kiowa city limits.
JoMae Peck told the Board that we had not received a contract from Rex Hatridge.
Motion was made by Johnston to bypass this item and to put it on the Agenda for the Special Meeting on June 14, 2016 at 6:15pm, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

3. MONTHLY REPORTS:

- a. **TENASKA POWER PLANT:** Mr. Battles gave the report for Tenaska. Mr. Battles said everything is working fine and that the plant had been running a lot.
 - b. **MAINTENANCE:** Shawn Kinsey gave the report for the Maintenance Department. They have been taking care of work orders, installed the hose for the jetter, mowing and weed eating.
 - c. **FIRE:** No report.
 - d. **ANIMAL CONTROL:** Shawn Kinsey gave the report for Animal Control. They had picked up 12 dogs and a horse.
 - e. **POLICE:** Chief Cody Poe gave the report for the Police Department. Chief Poe said the Police Department had written 407 citations, 233 warnings a total of 640 contacts. The Police Department had responded to 136 calls and 6 Narcotic cases.
4. Discussion and possible approval to pay for an Accidental Death and Dismemberment policy for the Town of Kiowa Volunteer Fire Department. Motion was made by Johnston to approve the insurance with National Volunteer Fire Council for the Fire Department, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
5. Discussion and possible approval of the contract for the new fiscal year 2016-2017 with Feed the Need for the Town of Kiowa Nutrition Center. Motion was made by Johnston to approve the contract with Feed the Need for the Nutrition Center, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
6. Discussion and possible approval of costs for William Smith's K-9. Motion was made by Johnston to bypass this item, seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
7. Discussion and possible approval to put \$100,000.00 from General Fund into a CD. Motion was made by Johnston to put \$100,000.00 from General Fund into a Savings Account with First Bank of Kiowa, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
8. Discussion and possible approval of General Fund Budget Amendment #4 in the amount of \$7,000.00. Motion was made by VanBlaircom to approve Budget Amendment #4 in the amount of \$7,000.00, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
9. Discussion and possible approval to purchase playground equipment for the playground on the west side of town. Motion was made by VanBlaircom to approve the purchase of playground equipment not to exceed \$7,000.00, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

- 10. Discussion and possible approval to retire K-9 Hassan from the Town of Kiowa Police Department.**
Motion was made by Johnston to retire K-9 Hassan, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 11. Discussion and possible approval to give K-9 Hassan to Cody Poe his current handler.**
Mayor Johnston said, "We had talked about this and what they have done in other cities is the Handler keeps the dog".
Pat Layden Attorney for the Town of Kiowa suggested the K-9 Hassan be surplused.
Patrick Griffin asked, "Could the dog not be sold, if someone wanted to buy the dog, could someone buy the dog?"
Pat Layden said the dog is City property.
Regina VanBlaircom asked if we have documentation from the Vet that the dog is not useable anymore.
Pat Laden suggested that this be tabled and to determine if he is not able to work anymore.
Mayor Johnston asked Chief Poe if he wanted to keep Hassan until the determination is made. Chief Poe said yes.
Motion was made by Johnston to table this until they can determination from the Vet and for the K-9 Hassan remain with Chief Poe until that time, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 12. Discussion and possible approval to advertise for bids for the 2009 Charger.**
Motion was made by Johnston to advertise for bids on Face Book and the Town of Kiowa website, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 13. Discussion and possible approval to upgrade the new Police Vehicle in the amount of \$3,063.00 for a more powerful engine. Cody Poe.**
Motion was made by Burgett to upgrade the new Police Vehicle in the amount of \$3,063.00 for a more powerful engine, seconded by Naugle. Burgett, Naugle, Ramey and Johnston voted yes. VanBlaircom voted no. Motion carried.
- 14. Discussion and possible approval of the annual agreement with Crawford & Associates for the next fiscal year 2016-2017.**
Motion was made by Johnston to approve the annual agreement with Crawford & Associates for the next fiscal year 2016-2017, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 15. Discussion and possible approval of the contract for the new fiscal year 2016-2017 with Arledge and Associates.**
Motion was made by Johnston to approve the contract with Arledge and Associates for the new fiscal year 2016-2017, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

- 16. Discussion and possible approval to purchase 2 (two) Fire King Turtle 4 (four) drawer file cabinets. Cody Poe.**
Motion was made by Johnston to not purchase the 2 (two) Fire King Turtle 4 (four) drawer file cabinets, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 17. Discussion and possible approval to pay Cody Poe 284.08 hours of his comptime.**
Motion was made by Johnston to pay Cody Poe 284.08 hours of his comptime not to exceed \$4,917.42, seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 18. Discussion and possible approval to publish in the News Capital the new Budget for fiscal year 2016-2017.**
Motion was made by Johnston to approve the publication of the new fiscal Budget for 2016-2017 in the News Capital, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 19. Discussion and possible approval to schedule a date and time for a Public Hearing for the Budget for the new fiscal year 2016-2017.**
Motion was made by Johnston to schedule a Public Hearing for the new Budget for 2016-2017 for June 14, 2016 at 6:00pm, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 20. Discussion and possible approval to schedule a date and time for a special meeting to approve the Budget for the new fiscal year 2016-2017.**
Motion was made by Johnston to schedule a Special Meeting for June 14, 2016 at 6:15pm for the approval of the new Budget for fiscal year 2016-2017, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 21. Discussion and possible approval to add Title 70 Chapter 50 Article III Section 3311 N, to the Town of Kiowa Employee Handbook. This is in reference to when a Police Officer receives his or her certification from CLEET while employed by the Town of Kiowa and leaves employment within one (1) year after certification, they resign and are hired by another law enforcement agency in this state, the second agency or the person receiving the training shall reimburse the original employing agency for the salary paid to the person while completing the basic Police course by the original employing agency.**
Motion was made by Johnston to add Title 70 Chapter 50 Article III Section 3311 N, to the Town of Kiowa Employee Handbook, seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 22. Discussion and possible approval for the Police Department to be paid overtime pay instead comptime to be able to participate in the grant process with the Oklahoma Highway Safety Office.**
Motion was made by Johnston to pay overtime to the Police Department instead of comptime to be able to participate in the grant process with the Oklahoma Highway Safety Office, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

23. Discussion and possible approval to add to the Town of Kiowa Employee Handbook that the Police Department will receive overtime instead of comptime.
Motion was made by Johnston to add to the Town of Kiowa Employee Handbook that the Police Department will receive overtime instead of comptime, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
The four (4) Executive Sessions will be held consecutively with findings after the Board of Trustee's return.
24. 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 Kris Bailey. OS TITLE 25 SECTION 307 (B) (1).
Motion was made by Johnston to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Kris Bailey. OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
Time 8:05pm.
25. Discussion and possible approval of the findings from Executive Session for Kris Bailey, number 24 on this agenda.
Time 10:52pm.
Motion was made by Johnston to bypass this item and to put it on the Agenda for June 30, 2016, seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
26. 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 Cody Poe for the increase in salary after completion of Chief School. OS TITLE 25 SECTION 307 (B) (1).
Motion was made by Johnston to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Cody Poe. OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
Time 8:05pm.
27. Discussion and possible approval of the findings from Executive Session for Cody Poe, number 26 on this agenda.
Time 10:52pm.
Motion was made by Johnston to reassign Cody Poe to Patrol Officer at pay rate of \$2,400.00 per month and that he be on probation for six (6) months, seconded by Ramey. Burgett voted no. Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

28. 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 Jerry Ford. OS TITLE 25 SECTION 307 (B) (1).

Motion was made by Johnston to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Jerry Ford. OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett.

Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

Time 8:05pm.

29. Discussion and possible approval of the findings from Executive Session for Jerry Ford, number 28 on this agenda.

Time 10:52pm.

Motion was made by Johnston to put Jerry Ford on probation for 6 months, seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes.

Motion carried.

30. Discussion and possible approval to enter into Executive Session for the purpose of discussion of the possibility to hire to replace a Police Officer.

OS TITLE 25 SECTION 307 (B) (1).

Motion was made by Johnston to into Executive Session for the purpose of discussion of the possibility to hire to replace a Police Officer. OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

Time 8:05pm.

31. Discussion and possible approval of the findings from Executive Session to hire to replace a Police Officer, number 30 on this agenda.

Time 10:52pm.

Motion was made by Johnston to hire Tracy Barker, to start June 1, 2016 at a pay rate of \$2,100.00 per month, with insurance after 60 days and six (6) month probation, seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

New Business:

Mayor Johnston said there will have to be someone for Cody Poe to hand the keys off to and to serve as interim Chief and I recommend Billy Smith to serve as Interim Chief and advertise for a Police Chief effective immediately his pay will be \$2,500.00 per month.

Pat Layden said that this could be voted on in New Business.

Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

Public Discussion:

Patrick Griffin spoke about the lawsuit referring to a customer's car.

Patrick Griffin asked if it had been resolved about the lawsuit. Mayor Johnston said that what is discussed in Executive Session cannot be brought out here. Mayor Johnston said they (the Board) have made a decision on what to do. Patrick Griffin asked if it was about this matter. Mayor Johnston said what are you speaking of. Patrick Griffin said that papers have to be filed for the lawsuit. Regina VanBlaircom asked if this was for future reference to keep from something else happening or is it for this person. Patrick Griffin said it was for this person to prove he had done nothing wrong. Patrick Griffin said that he couldn't get documentation from the Police Department. Mayor Johnston said they (Board) have taken action. Patrick Griffin said he has been out a lot of money because of legal fees. Mayor Johnston said that Cody Poe and Jerry Ford are going to get with Patrick Griffin because we do want a good working relationship in our community, to get with him and talk. Patrick Griffin asked when this was going to happen. Mayor Johnston said tomorrow would be good. Erin Griffin said this needs to be resolved tomorrow regardless of who is working or not. Patrick Griffin said you guys have not taken any responsibility for this. Pat Layden said you need something in writing asking the City to reimburse you some money on what your damages are, and then the City will have to review it and they shouldn't talk about it.

Adjourn:

Motion to adjourn was made by Johnston, seconded by VanBlaircom. Robert Burgett left the meeting. Naugle, VanBlaircom, Ramey and Johnston voted yes.

Motion carried. Time 11:05pm.