

**MINUTES PWA REGULAR MEETING
MAY 21, 2012 6:30PM
KIOWA TOWN HALL**

The meeting was called to order by Mayor Janelle Beaver at 6:30pm.

Roll Call: Ray Goss, Bob Ramey, Theresa Ortiz, Jim Ryan, JoMae Peck, Coleene Lewis and Janelle Beaver were present.

CONSIDERATION OF MINUTES: Motion was made by Ryan to approve the minutes from the special meeting 4-10-2012 and the regular meeting 4-30-2012 as written, seconded by Ortiz. Goss, Ramey, Ortiz, Ryan, Peck, Lewis and Beaver voted yes. Motion carried.

TREASURER'S REPORT: Coleene Lewis gave the Treasurer's report. Total Revenue for the month of April, 2012 was \$23,709.00, and total expenses were \$11,898.44, with a profit of \$11,810.56. Motion was made by Beaver to approve the Treasurer's report for the month of April, 2012, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.

PURCHASE ORDERS: Motion was made by Beaver to approve Purchase Orders for the month of May, 2012, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.

1. Larry Collier's trash service. Motion was made by Beaver for Mr. Collier to provide a letter to the Town of Kiowa stating where his trash will be taken to and for the trash billing be removed from his water bill effective June 1, 2012, seconded by Ryan. Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Goss and Ramey voted no. Motion carried.
2. This item was discussed before number one. Amended Ordinance Section 17, Chapter 4, Section 17-406 of the Town of Kiowa Ordinance Book. Motion was made by Beaver to amend Ordinance Section 17, Chapter 4, Section 17-406 to say residents have the option to refuse trash service but must provide a letter stating where their trash will be taken to. Also that Larry Collier and Jimmy Brown must provide a letter to the Town of Kiowa stating where the trash will be removed to, and that the trash service will be removed from water bill effective June 1, 2012, seconded by Ryan. Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Goss and Ramey voted no. Motion carried.
3. To raise the reconnect fee to \$50.00. Motion was made by Ortiz to raise the reconnect fee from \$15.00 to \$25.00 when the water has been shut off for nonpayment effective June 1, 2012, seconded by Ramey. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.

4. To write a policy letter for the Treasurer to make water adjustments. Motion was made by Beaver to write a policy letter to give the Treasurer the authority to adjust water bills when needed and for one of the Board to sign off on all water adjustments, seconded by Goss. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.
5. To set a date and time for Employee Handbook Workshop. Motion was made by Beaver for the Workshop for the Employee Handbook to be June 15, at 3:00pm at Kiowa City Hall, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.
6. OMAG Renewal Participation Plan. Motion was made by Beaver to approve OMAG Renewal Participation Plan for 2012-2013, seconded by Goss. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.
7. To write off checks older than one year, which have not been cashed. The amount to write off will be \$3,725.41. Motion was made by Beaver to write off checks older than one year, which have not been cashed out of the PWA account in the amount of \$3,725.41, seconded by Goss. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.
8. Budget Amendment #2. Motion was made by Beaver to approve Budget Amendment #2 for fiscal year 2011-2012, seconded by Goss. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.
9. Payments from customers that do not get paid until the fourth Wednesday of the month. Motion was made by Beaver to set the customers up on a payment plan, they will have to pay their current bill plus \$10.00 over to get caught up on their water bill, seconded by Ortiz. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.

New Business: Gary Hatridge from Rural Water #7 said that the reading was not correct starting May 5, 2012- May 8, 2012 there had been an issue with electrical due to moisture getting into the wires at the water plant. Randy Gropp Water Plant Manager confirmed this. Motion was made by Goss for Coleene Lewis (Treasurer) to figure the average on this and correct it, seconded by Beaver. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.

Janelle Beaver said that a Public Hearing and a Special Meeting needed to be set for the Budget for 2012-2013. Public Hearing will be May 31, 2012 at 3:00pm and the Special Meeting will be May 31, 2012 at 3:30pm.

Public Discussion: none

Adjourn: Motion to Adjourn was made by Beaver, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried. Time 7:30pm.