

**Minutes PWA Regular Meeting
December 17, 2012
6:30pm
Kiowa Town Hall**

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

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

CONSIDERATION OF MINUTES: Motion was made by Ryan to approve the minutes from November 26, 2012 PWA Regular Meeting as written, seconded by Ortiz. Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.

TREASURER'S REPORT: Coleene Lewis gave the Treasurers' report for the month of November, 2012. Total Revenue was \$19,361.04. Total Expenses were \$33,675.763 with a loss of \$14,314.72. Motion was made by Beaver to approve the Treasurer's report for month of November, 2012, seconded by Ryan. Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.

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

1. **Employee Hand Book.** Motion was made by Beaver to approve the Employee Hand Book with the corrections to page seven (7) Smoke Free Workplace and putting Town of Kiowa where applicable, seconded by Ramey. Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried.

New Business: none.

Public Discussion: none.

Adjourn: Motion to adjourn was made by Beaver, seconded by Ryan. Ramey, Ortiz, Ryan, Lewis, Peck and Beaver voted yes. Motion carried. Time 6:40pm.