

Minutes Town of Kiowa Regular Meeting
January 29, 2015
7:00 pm
Kiowa City Hall
813 South Harrison Street
Kiowa, Oklahoma

The meeting was called to order by Mayor Janelle Beaver at 7:35pm.

Roll Call: Robert Burgett, Randy McMath, and Janelle Beaver were present.

Donald Batts and Ray Goss were absent.

Consideration of the Minutes: Motion was made by Burgett to approve the minutes from the Special Meeting on December 15, 2014 and Regular Meeting on December 18, 2014, seconded by Beaver. Burgett, McMath, and Beaver voted yes. Motion carried.

Treasurers' Report: Coleene Lewis gave the Treasurers' Report for the month of December, 2014. Total Revenue was \$80,809.14, Total Expenses were \$116,293.82 with a loss of \$35,484.68.

Motion was made by Beaver to approve the Treasurers' Report for the month of December, 2014, seconded by McMath. Burgett, McMath, and Beaver voted yes. Motion carried.

Purchase Orders: Motion was made by Beaver to approve the Purchase Orders for the month of January, 2015, seconded by Burgett. Burgett, McMath, and Beaver voted yes. Motion carried.

1. Discussion and possible approval to purchase an anti-virus called Panda and to have Wav11 install it on all of the computers for City Hall, Fire Department and Community Building. Kyle Spruce.
Motion was made by Beaver to purchase Panda antivirus for eight (8) computers not to exceed \$522.60 for three (3) years, seconded by McMath. Burgett, McMath, and Beaver voted yes. Motion carried.
2. MONTHLY REPORTS:
 - a. **POWER PLANT:** The new plant manager for Tenaska Buck Hunt gave the report. Mr. Hunt said everything was going well. They will have safety training in March.
 - b. **MAINTENANCE:** James Cearley gave the report for the Maintenance Department. They fixed tin horns, cleaned ditches, read meters and did cutoffs, fixed leaks and fixed the road behind the hotel. Vehicle and equipment maintenance, installed a sand pipe and a new pump, work orders and changed a few water meters out. James said that they were having a few issues with the red Ford.
 - c. **FIRE:** Chief Patrick Johnston gave the report for the Fire Department. Chief Johnston said they responded to 6 grass fires, 2 medicals and 1 accident.
 - d. **ANIMAL CONTROL:** James Cearley gave the report for Animal Control. James said they had picked up 4 dogs.
 - e. **POLICE:** Chief Kevin Fox gave the report for the Police Department. Chief Fox

said they had made 422 contacts and total of 15 narcotic citations.

2. 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's 60 day evaluation. OS TITLE 25 SECTION 307 (B) (1).
Motion was made by Beaver to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Kris Bailey's 60 day evaluation. OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried. Time 8:00pm.
3. Discussion and possible approval of findings from Executive Session for Kris Bailey. Time 8:06pm. Motion was made by Beaver that Kris Bailey be provided with all the benefits that the Town of Kiowa provides, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
4. 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 Micah Stites 60 day evaluation. OS TITLE 25 SECTION 307 (B) (1).
Motion was made by Beaver to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Micah Stites 60 day evaluation. OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried. Time 8:00pm.
5. Discussion and possible approval of findings from Executive Session for Micah Stites. Time 8:06pm. Motion was made by Beaver that Micah Stites be provided with all the benefits that the Town of Kiowa provides, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
6. Discussion and possible approval of opening sealed bids for the 1992 Ford Ranger. Mayor Beaver asked if there was any bid for the 1992 Ford Ranger, JoMae Peck told the Mayor that there were no bids. Mayor Beaver made the motion that Mary Powell should put it on the Town of Kiowa Face Book page and to open sealed bids on February 26, 2015 at the regular meeting, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
7. Discussion and possible approval of choosing one of the sealed bids for the 1992 Ford Ranger.
Mayor Beaver said this item will be bypassed.
8. Discussion and possible approval of opening sealed bids for the 2003 Ford Crown Vic. Mayor Beaver opened the sealed bid for the 2003 Crown Vic. The sealed bid was submitted by Dan Hanson his bid was \$747.00.
9. Discussion and possible approval of choosing one of the sealed bids for the 2003 Ford Crown Vic.
Motion was made by Burgett to accept the bid of \$747.00 from Dan Hanson, seconded by Beaver. Burgett, McMath and Beaver voted yes. Motion carried.
10. Discussion and possible approval to purchase five computers for the Police Department. Mayor Beaver said to bypass this item.
11. Discussion and possible approval of addition to the Employee Handbook that employees' can donate sick time, comptime and vacation time when needed.
Mayor Beaver went to #12 first.
Motion was made by Beaver to incorporate it into the Employee Hand Book, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.

12. Discussion and possible approval to Amend Chapter 1 Section 2-110 of the Town of Kiowa Ordinance Book.
Motion was made by Beaver to Amend Chapter 1 Section 2-110 of the Town of Kiowa Ordinance Book concerning employees' donating time to other employees', seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried. Mayor Beaver went back to #11.
13. Discussion of the letter from Fema concerning the Preliminary Flood Insurance Study.
The Board discussed the letter.
14. Discussion and possible approval for Cody Poe to go to K-9 certification training.
Motion was made by Beaver for Cody Poe to go to K-9 certification training and to receive per diem for meals, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
15. Discussion and possible approval to purchase an additional K-9 for the Police Department.
This item was tabled.
16. Discussion and possible approval to accept Billy Smith's resignation effective February 7, 2015.
Motion was made by Beaver to accept Billy Smith's resignation, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
17. Discussion and possible approval to advertise to hire a Police Officer.
Motion was made by Beaver to advertise on CLEET website, Town of Kiowa website and Town of Kiowa Face Book site, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
18. Discussion and possible approval to surplus the 2006 Dodge Charger.
Motion was made by Beaver to surplus the 2006 Dodge Charger, seconded by McMath. Burgett, McMath and Beaver voted yes. Motion carried.
19. Discussion and possible approval to accept sealed bids for the 2006 Dodge Charger.
Motion was made by Beaver to put for sale sign on the 2006 Dodge Charger and accept bids and for the bids to be opened at February 26, 2015 meeting, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
New Business: Chief Patrick Johnston asked the Board if he could purchase shirt bundles for the Volunteer Fireman.
Motion was made by Beaver to approve the purchase the shirt bundles not to exceed \$1,500.00, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
Chief Patrick Johnston told the Board that the refrigerator was not working at the Fire Department.
Motion was made by Beaver to purchase a new refrigerator for the Fire Department not to exceed \$500.00, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried.
Public Discussion: none
Adjourn: Motion was made by Beaver to adjourn, seconded by Burgett. Burgett, McMath and Beaver voted yes. Motion carried. Time 8:30pm.