

**Minutes Town of Kiowa Regular Meeting
November 20, 2014
7:00 pm
Kiowa City Hall
813 South Harrison Street
Kiowa, Oklahoma**

The meeting was called to order by Mayor Janelle Beaver at 7:30pm.
Roll Call: Donald Batts, Robert Burgett, Randy McMath, and Janelle Beaver were present. Ray Goss was absent.

Consideration of the Minutes: Motion was made by Batts to approve the minutes from the Special Meeting on October 13, 2014 Regular Meeting on October 30, 2014, seconded by Beaver. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.

Treasurers' Report: Coleene Lewis gave the Treasurers' Report for the month of October, 2014. Total Revenue was \$91,606.24, Total Expense were \$69,312.38 with a profit of \$22,293.86.

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

Purchase Orders: Motion was made by Beaver to approve the Purchase Orders for the month of November, 2014, seconded by McMath. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.

1. Discussion and possible approval to use Southern Disposal for the trash removal for the Town of Kiowa. Anthony Saylor.
Motion was made by Beaver to bypass this item and to put it on the agenda for December 18, 2014, seconded by McMath. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.
2. Discussion and possible approval to open sealed bids on the 1992 Ford Ranger.
Motion was made by Beaver to bypass numbers 2, 3, 4 and 5 on this agenda and to put on January 29, 2015 agenda, seconded by McMath. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.
3. Discussion and possible approval to pick one of the sealed bids for the 1992 Ford Ranger. Please see number 2 in these minutes. No vote.
4. Discussion and possible approval to open sealed bids for the 2003 Ford Crown Vic. Please see number 2 in these minutes. No vote.
5. Discussion and possible approval to pick one of the sealed bids for the 2003 Ford Crown Vic. Please see number 2 in these minutes. No vote.
6. Discussion and possible approval to start a Savings account for vacation and comptime for employees that leave employment.
Motion was made by Beaver to start a Savings account with First Bank of Kiowa for vacation and comptime for employees that leave employment and to deposit \$500.00 per month into that account, seconded by Burgett. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.

7. Discussion and possible approval to purchase two bullet proof vests for the two new officers.

Motion was made by Beaver to purchase one bullet proof vest for Kris Bailey, not to exceed \$850.00, seconded by Burgett. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.

8. Discussion and possible approval of the Policy and Procedures for the Court Clerk. Motion was made by Beaver to bypass item numbers 8 and 9 on this agenda and to set a special meeting for December 15, 2014 at 6:30pm, seconded by Burgett. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.

9. Discussion and possible approval of the Policy and Procedures for the Deputy Court Clerk. Please see item number 8 on this agenda. No vote.

Deanna Sexton resigned from Emergency Manager and 911.

Mayor Beaver moved New Business.

Patrick Johnston said that he had spoken with Shelia Edwards the Town of Kiowa Grant Writer and that it needed to be in the minutes that the Town of Kiowa Fire Department was going to apply for a grant for SCBA's.

Motion was made by Batts to approve Shelia Edwards to apply for the Grant for SCBA for the Town of Kiowa Fire Department, seconded by Burgett. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.

Mayor Beaver read the Resolution Notice of Election for 2015.

Motion was made by Beaver to approve the Resolution Notice of Election for 2015, seconded by Burgett. Batts, Burgett, McMath, and Beaver voted yes. Motion carried. Mary Powell said that there is a class A Day With DPS in Atoka at the Kiamichi Votech for the Court Clerk and Deputy Court Clerk, it is free and it will be held on December 12, 2014.

Motion was made by Beaver to approve Mary Powell (Court Clerk) and Deanna Sexton (Deputy Court Clerk) to attend the A Day with DPS on December 12, 2014 and to be paid mileage and lunch, seconded by Burgett. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.

John Thomas said the Attorney General's office is going to be in McAlester to do an Open Meetings and Open Records Act. John Thomas said he was going to go and he advised that whoever does the information for the Open Records and Open Meetings and one of the Board should go.

Mary Powell asked if City Hall could be closed at 2:00pm on November 26, 2014.

Motion was made by Beaver to close City Hall at 2:00pm on November 26, 2014, seconded by Batts. Batts, Burgett, McMath, and Beaver voted yes. Motion carried.

Public Discussion:

- a. Tenaska: Mr. Going gave the report for Tenaska. The Power Plant has been in maintenance mode this month and the Kiowa Police Department has been running the security. Tenaska has been setup to purchase paper goods and small purchases from Family Dollar. The new Plant Manager will be starting December 1, 2014.
- b. Maintenance: No report.
- c. Animal Control: No report.

- d. **Fire Department:** Chief Patrick Johnston gave the report for the Fire Department. The Fire Department responded to two medical calls, a semi rolled over south of Town that they responded to. Officer Wall called Chief Johnston when Mrs. Walker was down, First responders did not respond because the 911 system was down. Chief Johnston said that was the second or third time this has happened in less than six weeks, the Fire Department is not getting the page.
 - e. **Police Department:** Chief Fox gave the report for the Police Department. Total contacts were 352, 5 narcotics, 3 motor vehicle accidents assisted Oklahoma Highway Patrol and 16 service calls.
10. 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 Dustin Wall. 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 Dustin Wall. OS TITLE 25 SECTION 307 (B) (1), seconded by McMath. Batts, Burgett, McMath, and Beaver voted yes. Motion carried. Time 8:25pm.
11. Discussion and possible approval of findings from Executive Session for Dustin Wall. Time 9:00pm. Motion was made by Beaver that Dustin Wall be demoted to a regular patrolman from the K-9 handler and his salary will be decreased to \$2,300.00 per month effective December 1, 2014, seconded by Burgett. Batts, Burgett, McMath, and Beaver voted yes. Motion carried
12. 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 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 Cody Poe OS TITLE 25 SECTION 307 (B) (1), seconded by McMath. Batts, Burgett, McMath, and Beaver voted yes. Motion carried. Time 8:25pm.
13. Discussion and possible approval of findings from Executive Session for Cody Poe. Time 9:00pm. Mayor Beaver said the transition will take place on December 23, 2014 and Dustin Wall will assist with the transition. Motion was made by Beaver that Cody Poe will be the K-9 handler, Cody Poe 's salary will be \$2,300.00 per month effective December 1, 2014 with the possibility of going to \$2,400.00 when he has certified with the K-9 and then after 90 days probation going to \$2,500.00 from the date of certification, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
- New Business: Police Chief Kevin Fox said he would like to surplus the K-9 bite gear and bullet proof vest.
Motion was made by Beaver to surplus the K-9 bite gear and bullet proof vest, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
- Adjourn: Motion to adjourn was made by Beaver, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried. Time 10:05pm.