

**Minutes Town of Kiowa Regular Meeting
June 30, 2016
7:00 pm
Kiowa City Hall
813 South Harrison Street
Kiowa, Oklahoma**

The meeting was called to order by Mayor Serena Johnston at 7:00pm.

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 May 26, 2016, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

Treasurers Report:

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

Total Revenue was \$81,198.88 Total Expenses were \$44,724.65 with a profit of \$36,474.23.

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

Purchase Orders:

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

1. Discussion of the maintenance at the Cemetery. Kathy Wood.

Kathy Wood was not happy with the condition of the Cemetery and the filling of her husband's grave. Mayor Johnston said they would keep an eye on the cemetery and they may need to bid it out. Mayor Johnston said they would check on the requirements of a burial vault. No vote.

2. Discussion and possible approval of John W. Justus to move a Mobile Home to 536 S. Washington. Kaben Smallwood and Roy Hatridge.

Motion was made by Johnston to approve John W. Justus to move a Mobile Home to 536 S. Washington, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

3. Discussion and possible approval of Shawn and Vanessa DeShazer to move a Mobile Home to 725 Portland.

Motion was made by Johnston to approve Shawn and Vanessa DeShazer to move a Mobile Home to 725 Portland, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

4. MONTHLY REPORTS:

- a. **TENASKA POWER PLANT:** Mr. Hunt gave the report for Tenaska. Mr. Hunt said that everything was going well and that it had been a hot summer.
- b. **MAINTENANCE:** Blake Powell gave the report for Maintenance. Blake said they have been doing a lot of mowing and keeping up with work orders.
- c. **FIRE:** No report.
- d. **ANIMAL CONTROL:** Blake Powell gave the report for Animal Control. Blake said they had one skunk and 4 or 5 dogs they had picked up.
- e. **POLICE:** Interim Chief Billy Smith gave the report for the Police Department. Chief Smith said they had 6 cases, 312 contacts, 49 service calls, 10 impounds and they had responded to 6 fires and 9 medical calls.

5. Discussion and possible approval to purchase playground equipment for the playground on the west side of town.

Motion was made by Johnston to use up to \$20,000.00 for playground equipment, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

6. Discussion and possible approval to appoint a Flood Plain Administrator for the Town of Kiowa.

Motion was made by Johnston to appoint Blake Powell as Flood Plain Administrator, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

7. Discussion and possible approval to give K-9 Hassan, after his retirement on 5-26-2016 to Cody Poe his previous handler.

Motion was made by Johnston to reinstate K-9 Hassan on the opinion of Oklahoma Veterinary Specialists and Town and Country Veterinary Clinic, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

K-9 Hassan will remain with Jess Wilson Partime Police Officer with the Town of Kiowa Police Department.

8. Discussion and possible approval to pay Cody Poe 217.50 hours of his comptime and 200 hours of vacation time.

Motion was made by Johnston to pay Cody Poe 217.50 hours of his comptime and 200 hours of vacation time not to exceed \$5,782.38, seconded by VanBlaircom. Burgett, VanBlaircom, Ramey and Johnston voted yes. Naugle voted no. Motion carried.

9. Discussion and possible approval to remove the fence at the Cemetery. Blake Powell.

Mayor Johnston said no vote.

10. Discussion and possible approval of the Maintenance Agreement with Miller Office Supply for the copiers at City Hall and the Community Building.

Mayor Johnston said to table this.

11. Discussion and possible approval to install Offender Tracking Information System (OTIS) for the Town of Kiowa Police Department at a cost of \$1,500.00. Chief Billy Smith.

Motion was made by Johnston to approve to install Offender Tracking Information System (OTIS) for the Town of Kiowa Police Department not to exceed \$1,500.00 up to ten users to be paid out of the Technology Fee, seconded by Naugle.

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

12. Discussion and possible approval to lease a Portable Toilet for the park on the west side of Kiowa.

Motion was made by Johnston to approve two Portable Toilet at a cost of \$200.00 per month from April through October, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

13. Discussion and possible approval of pay raises for the Town of Kiowa employees.

Motion was made by Johnston to approve a 5% pay raise for the Town of Kiowa employees' effective July 1, 2016, seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

The five (5) Executive Sessions will be held consecutively with findings after the Board of Trustee's return.

14. 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 VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried. Time 8:34pm.

15. Discussion and possible approval of the findings from Executive Session for Kris Bailey, number 14 on this agenda.

Time 9:48pm. Motion was made by Johnston to place Kris Bailey as Assistant Chief his wages will be \$2,500.00 per month effective July 1, 2016 with a 180 day probationary period, seconded by Burgett. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

16. 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 Shawn Kinsey. 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 Shawn Kinsey. OS TITLE 25 SECTION 307 (B) (1), seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried. Time 8:34pm.

- 17. Discussion and possible approval of the findings from Executive Session for Shawn Kinsey, number 16 on this agenda.**
Time 9:48pm. Motion was made by Johnston to terminate employment with Mr. Kinsey effective 6-30-2016, seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.
- 18. 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 Blake Powell. 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 Blake Powell. OS TITLE 25 SECTION 307 (B) (1), seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried. Time 8:34pm.
- 19. Discussion and possible approval of the findings from Executive Session for Blake Powell number 18 on this agenda.**
Time 9:48pm. Mayor Johnston said no vote.
- 20. 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 Seth Weber. 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 Seth Weber. OS TITLE 25 SECTION 307 (B) (1), seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried. Time 8:34pm.
- 21. Discussion and possible approval of the findings from Executive Session for Seth Weber number 20 on this agenda.**
Time 9:48pm. Mayor Johnston said no vote.
- 22. 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 Ray Goss. 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 Ray Goss. OS TITLE 25 SECTION 307 (B) (1), seconded by VanBlaircom. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried. Time 8:34pm.
- 23. Discussion and possible approval of the findings from Executive Session for Ray Goss, number 22 on this agenda.**
Time 9:48pm. Mayor Johnston said no vote.
- 24. Discussion and possible approval to hire a Maintenance Worker.**
Motion was made by Johnston to advertise to hire a Maintenance Worker with McAlester News Capital and FaceBook, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried.

New Business: Mayor Johnston said they would like a copy of the Police Department comp, vacation and sick time everything that is accrued.

Public Discussion: Bob Burgett said he had talked with Kevin Smith about trimming trees.

Mayor Johnston said that Kevin Smith said he would help with sand for the playground through the County.

Ned Naugle said that around the Kiowa sign at the north end of town needs to be cleaned up and also at the Cemetery.

Adjourn:

Motion to adjourn was made by Johnston, seconded by Naugle. Burgett, Naugle, VanBlaircom, Ramey and Johnston voted yes. Motion carried. Time 9:56pm.