

**Minutes Town Regular Meeting
July 29, 2013
7:00pm
Kiowa Town Hall**

The meeting was called to order by Mayor Janelle Beaver at 7:25pm.

ROLL CALL: Donald Batts, Robert Burgett, Randy McMath, and Janelle Beaver were present. Ray Goss was absent.

CONSIDERATION OF MINUTES: Motion was made by McMath to approve the minutes from June 3, 2013 Special Meeting, June 10, 2013 Special Meeting and June 24, 2013 Regular Meeting as written, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.

TREASURER'S REPORT: Coleene Lewis gave the Treasurers' report for the month of June, 2013.

Total Revenue was \$94,590.15; Total Expenses were \$77,179.96 with a profit of \$15,410.19. Motion was made by Beaver to approve the Treasurers' Report for the month of June, 2013, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.

PURCHASE ORDERS: Motion was made by Beaver to approve the PO's for the month July, 2013, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.

1. To open bids for the removal of the Old American Legion building, block building and trees on block 80 lots 1 and 6. Motion was made by Beaver to open bids for the removal of the Old American Legion building, block building and trees on block 80 lots 1 and 6, seconded by McMath. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
2. To choose one of the bids from #1 on this Agenda. Mayor Beaver read all of the opened bids.
 - A. Roy Hatridge- \$4,800.00
 - B. Tall Times Construction: \$17,000.00
 - C. Total Demolition Services: \$10,540.00
 - D. M&M Wreaking: \$15,707.00
 - E. Temco Blasting & Coating: \$5,780.00

Motion was made by McMath to choose Roy Hatridge bid amount of \$4,800.00, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.

3. Discussion of Cemetery policy. Susie Parent. Susie Parent told the Board of Trustees that when her Mother pasted away the flowers were covered up and she was not happy about that. Mayor Beaver told Susie Parent that no disrespect was intended. Mayor Beaver told her that there was nothing in the Town of Kiowa Ordinance Book about the length of time before they are to be removed, but Mayor Beaver said that the Ordinance will be changed during this meeting. No vote.

4. **Opening 11th Street at Highway 69.** Leon Mitchell. Motion was made by Beaver to discuss with Leon Mitchell at a later date the impact of the Flood Plain, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
5. **To lower Base Flood Elevation.** Erin Griffin. Mayor Beaver told Patrick Griffin that the Town of Kiowa Flood Damage Prevention Regulations was already at the lowest Base Flood Elevation. No vote.
Mayor Beaver said that they were going to skip down to #13.
13. **Ordinance 2013-7-29 for CenterPoint Energy.** Motion made by Beaver to put this item on the Agenda for August 26, 2013, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
6. **Discussion of the Power Plant.** Mr. Battles gave the report for the Power Plant. Mr. Battles said that everything was running good. No vote.
7. **MONTHLY REPORTS:**
 - A. **MAINTENANCE:** Randy Gropp gave the report for Maintenance. Randy they had putting asphalt down and mowing.
 - B. **FIRE:** Fire Chief Patrick Johnston gave the report for the Fire Department. Chief Johnston said 4th of July went well. Kiowa Fire Department participated in Founder's Day at Pittsburg. 15 medical calls, 8 grass fires, 1 tire fire, 2 motor vehicle accidents, and 1 fuel spill. The Firemen got together and started working on the locker room. 4 Fireman received training at Fountain Head.
 - C. **ANIMAL CONTROL:** JoMae Peck gave the report for Animal Control. Animal Control had picked up 21 cats and 1 dog.
 - D. **POLICE:** Police Chief Tony Runyon gave the report for the Kiowa Police Department. The Officers had made 659 Traffic Contacts, 40 vehicle impounds, 40 District violations filed on arrest 14 were on arrests, 9 outstanding warrants, filed 19 cases, 3 under investigation, 2 finished and filed with the District Attorney, 21 alcohol violations, 29 drug violations and 1 minor motor vehicle accident. The Officers have logged 34 service calls, 12 motorist assist, assisted Pittsburg County Sheriff's Office 34 times, and assisted Oklahoma Highway Patrol 12 times. Responded to 6 medical calls and 2 Funeral escorts.
Mayor Beaver requested a 5 minute break at 8:25pm.

19. To purchase 40 padded chairs for \$25.00 each, a total of \$1,000.00. Janelle Beaver. Motion was made by Beaver to purchase 40 padded chairs from the Stringtown Assembly of God Church for \$25.00 each for a total of \$1,000.00, seconded by McMath. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
8. Approval to pay the invoice for Mehlburger Brawley in the amount of \$2,160.00 out of the Grant Account, for CDBG Wastewater Collection System Improvements. Motion was made by Beaver to pay the invoice for Mehlburger Brawley in the amount of \$2,160.00 out of the Grant Account, for CDBG Wastewater Collection System Improvements when the money is deposited in that account, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
9. Approval to advertise to hire or appoint from within the employees for the cleaning of City Hall. Motion was made by Beaver to advertise for a parttime position to clean City Hall and to do filing, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
10. Approval for the Fire Department Ladies Auxiliary to deposit into their bank account, the proceeds from the Pie Auction from the Indian Summer Festival. Motion was made by Beaver to discuss this issue at 2014-2015 Budget Workshop, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
11. Maintenance Agreement with Millers Office Supply for the copier at the Kiowa Community Building. Motion was made by Beaver to approve the Maintenance Agreement with Millers Office Supply for the copier at the Kiowa Community Building for FY 2013-2014, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
12. Maintenance Agreement with Millers Office Supply for the copiers at Kiowa City Hall. Motion was made by Beaver to approve the Maintenance Agreement with Millers Office Supply for the copiers at Kiowa City Hall FY 2013-2014, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
13. Moved up between #'s 5 & 6.
14. To change banks for the Town accounts. To remove the Town of Kiowa General Fund account, Town of Kiowa Street and Alley account, Nutrition account, Town of Kiowa Community Building account, Town of Kiowa Court Clerk Account, Town of Kiowa Drug Seizure account, Town of Kiowa Cemetery Savings account, Town of Kiowa Motel Tax account, Town of Kiowa Grant account and Town of Kiowa Drug and Alcohol Education account from The BankNA and to start banking with First Bank in Kiowa. Janelle Beaver.
Motion was made by Beaver to change banks for the Town accounts. To remove the Town of Kiowa General Fund account, Town of Kiowa Street and Alley account, Nutrition account, Town of Kiowa Community Building account, Town of Kiowa Court Clerk Account, Town of Kiowa Drug Seizure account, Town of Kiowa Cemetery Savings account,

- Town of Kiowa Motel Tax account, Town of Kiowa Grant account and Town of Kiowa Drug and Alcohol Education account from The BankNA and to start banking with First Bank in Kiowa effective July 30, 2013, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
15. Signatures for the Town of Kiowa General Fund, Town of Kiowa Street and Alley account, Nutrition account, Town of Kiowa Community Building account, Town of Kiowa Court Clerk Account, Town of Kiowa Drug Seizure account, Town of Kiowa Cemetery Savings account, Town of Kiowa Motel Tax account, Town of Kiowa Grant account and Town of Kiowa Drug and Alcohol Education account with First Bank in Kiowa. Janelle Beaver. Motion was made by Beaver to have Coleene Lewis, JoMae Peck, Ray Goss Robert Burgett and Janelle Beaver to be put on Town of Kiowa General Fund, Town of Kiowa Street and Alley account, Nutrition account, Town of Kiowa Community Building account, Town of Kiowa Court Clerk Account, Town of Kiowa Drug Seizure account, Town of Kiowa Cemetery Savings account, Town of Kiowa Motel Tax account, Town of Kiowa Grant account and Town of Kiowa Drug and Alcohol Education account signature cards effective July 30, 2013, seconded by McMath. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
- 15a. Automatic payroll for all General Fund and Nutrition accounts using First Bank. Janelle Beaver. Motion was made by Beaver for the Employee's that would like to have their payroll automatically deposited into their checking account can do so, the employee's that do not want to do this will still receive a paper check, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
16. To hire a temporary Police Officer until the permanent hiring process is complete. Tony Runyon. Motion was made by Beaver temporarily hire Ken Booth until the permanent hiring process is complete. Ken Booth's wage will be \$2,000.00 per month effective August 1, 2013, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
17. To advertise to hire a Police Officer. Motion was made by Beaver to advertise to hire a CLEET Certified Police Officer, all applications must be turned in by August 14, 2013, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
18. Approval for Chief Tony Runyon to take the External Hard Drive to the BankNA and put in the Safety Deposit Box each week. Motion was made by Beaver for Chief Tony Runyon to take the External Hard Drive to the BankNA and put in the Safety Deposit Box each week and to have him added to the signature card for the Safety Deposit Box with BankNA, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
19. Mayor Beaver said she wanted to move this item between #7 and #8.

20. To have the alley way mowed behind Gary Grubbs residence. Bob Burgett. Motion was made by Burgett to have the Alleyway mowed, seconded by Beaver. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
21. To do a startup on the generator at the Community Building. Randy Gropp. Motion was made by Beaver to check with Roger Hatridge to see if he is qualified and can do it, if not then contact Cummins Generator out of Tulsa not to exceed \$1,500.00, seconded by McMath. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
22. To purchase awning to protect the Generator at the Community Building. Randy Gropp. Motion was made by Beaver to purchase a awning to protect the Generator at the Community Building not to exceed \$500.00, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
23. To buy back Jerry Ford's comptime and vacation time. Motion was made by Beaver to not buy back the comptime since there was no documentation to base it on, 120 hours of vacation time will be bought back, seconded by Batts. Batts, Burgett, McMath and Beaver voted yes. Motion carried.
24. To do repairs to the storage room in the Fire Department not to exceed \$500.00. Patrick Johnston. Motion was made by Beaver to do repairs to the storage room at the Fire Department not to exceed \$500.00, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.

New Business: Mayor Beaver said in Parks, Recreation and Cemetery that there needs to be an amendment done to the Ordinance Book in Cemetery rules and regulations. Mayor Beaver read the Amended Ordinance Chapter 1 Section 11-104/ 7-29-2013 and the two additional items.

11. Flowers will be removed no sooner than fourteen (14) days after burial.

12. Long term flower arrangements must be either a saddle or in vases or pots not on the ground. Motion was made by Beaver to add two additional rules to the Cemetery rules and regulations to the Ordinance Book;

11. Flowers will be removed no sooner than fourteen (14) days after burial.

12. Long term flower arrangements must be either a saddle or in vases or pots not on the ground.

Amended Ordinance Chapter 1 Section 11-104/ 7-29-2013, seconded by McMath.

Batts, Burgett, McMath and Beaver voted yes. Motion carried.

Mayor Beaver said that they did reviews of the Police Department, Fire Department and the Maintenance Department but did not do the review of the Clerical Staff, which would be JoMae, Coleene, Mary and Deanna. Motion was made by Beaver to set a Special Meeting for August 5, 2013 at 6:30pm for the review of the Clerical Staff, seconded by Burgett. Batts, Burgett, McMath and Beaver voted yes. Motion carried.

Randy Gropp said that Wade Daniels got in touch with him today and he has purchased the second old white house that is in the canal area, behind Wheelers he is wanting to know if the City can provide a tin horn.

Mayor Beaver said that the courtesy letters had went out, 4 had been returned.

Mayor Beaver asked John Thomas (Town Attorney) if the City could now send out certified letters for the cleanup of property. Mayor Beaver said that we need to move forward with this.

Public Discussion: none.

Motion to Adjourn: Motion to adjourn was made by Beaver seconded by Batts.

Batts, Burgett, McMath and Beaver voted yes. Motion carried. Time 9:45pm.