

Minutes Town of Kiowa Regular Meeting
August 27, 2015
7:00 pm
Kiowa City Hall
813 South Harrison Street
Kiowa, Oklahoma

The meeting was called to order by Mayor Serena Johnston at 7:01pm.

Roll Call: Robert Burgett, Ned Naugle, Regina VanBlaircom and Serena Johnston were present.

Consideration of the Minutes: Motion was made by Johnston to approve the minutes from July 30, 2015 regular meeting, seconded Burgett. Burgett, Naugle, VanBlaircom and Johnston voted yes. Motion carried.

Treasures Report: Coleene Lewis gave the Treasurers Report for the month of July, 2015. Total Revenue was \$111,928.91, Total Expenses were \$79,897.96 with a profit of \$32,030.95. Motion was made by Johnston to approve the Treasures Report for the month of July, 2015, seconded by Burgett. Burgett, Naugle, VanBlaricom and Johnston voted yes. Motion carried.

Purchase Orders: Four additional Purchase Orders were added GF-4844 to Cintas in the amount of \$70.00, GF-4845 to Comdata in the amount of \$3,000.00, GF-4846 to Arledge and Associates in the amount of \$12,480.00 and GF-4847 to Shipman Communications in the amount of \$4,780.00. Motion was made by Johnston to approve the Purchase Orders for the month of August, 2015, seconded by Naugle. Burgett, Naugle, VanBlaricom and Johnston voted yes. Motion carried.

1. Discussion and possible approval to appoint Bob Ramey as Trustee to represent Ward 1.
Motion was made by Johnston to appoint Bob Ramey as Trustee to represent Ward 1, seconded by Burgett. Burgett, Naugle, VanBlaricom and Johnston voted yes. Motion carried.
2. To swear in Bob Ramey as Trustee for Ward One (1), the Loyalty Oath and the Oath of Office.
Mayor Serena Johnston swore in Bob Ramey as Trustee for Ward One (1), the Loyalty Oath and the Oath of Office. No vote.
3. Discussion and possible approval to open sealed bids for the repair of City Hall and the Police Department due to the water damage. All Bids are irrevocable, and the Town of Kiowa reserves the right to reject any and all bids.
Motion was made by Naugle to bypass this item and to advertise this again in the News Capital and on Facebook, seconded by Burgett. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
4. Discussion and possible approval to choose one of the sealed bids for the repair of City Hall and the Police Department due to the water damage.
Motion was made by Johnston to bypass this item, seconded by VanBlaricom. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

5. MONTHLY REPORTS:

- a. **TENASKA POWER PLANT:** Mr. Hunt gave the report for Tenaska. Mr. Hunt said everything is going well. The plant performed well through the summer months. There will be some outages coming up starting October 15, 2015. There will be quite a few people coming in. Mr. Hunt said that Table Top Exercise (Operation Power Surge) went well, Kiowa, Ashland, Coalgate, Wardville and McAlester participated along with the employees from Tenaska.
- b. **MAINTENANCE:** Shawn Kinsey gave the report for Maintenance. Shawn said that they are currently working on repairing the roads. Brush hogging and going to be starting to work on Paradise Hill. Mayor Johnston asked if anyone had driven by Walnut Street (the road that Allied was having issues with) the guys have done a great job repairing it.
- c. **FIRE:** Marci Stephens gave the report for the Fire Department. Two medicals, two accidents and four fires. They had four Fireman that went to the extradition class this past weekend in Edmond. Bob Burgett asked where the yellow Fire Truck was at. Marci said it was in the shop.
- d. **ANIMAL CONTROL:** No report.
- e. **POLICE:** Chief Cody Poe gave the report for the Police Department. Contacts 740, Narcotics 11, Impounds 31, Service calls 52, Motorist/Pittsburg County Sheriffs Office/Oklahoma Highway Patrol Assist 45, Medical calls 2 and Cases 9.

The four (4) Executive Sessions will be held consecutively with findings after the Board of Trustee's return.

6. Discussion and possible approval to enter into Executive Session for the purpose of discussion of Colten Westbrook's 90 day evaluation .
OS TITLE 25 SECTION 307 (B) (1).
Motion was made by Johnston to enter into Executive Session for the purpose of discussion of Colten Westbrook's 90 day evaluation OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried. Time 7:20pm.
7. Discussion and possible approval of the findings from Executive Session, Colten Westbrook's 90 day evaluation number 6 on this Agenda.
Time 8:19pm. Motion was made by Johnston to extend Colten Westbrooks evaluation for another 90 days, seconded by Burgett. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
8. Discussion and possible approval to enter into Executive Session for the purpose of discussion of a pay raise 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 a pay raise for Kris Bailey OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried. Time 7:20pm.
9. Discussion and possible approval of the findings from Executive Session of a pay raise for Kris Bailey number 8 on this Agenda.

Time 8:19pm. Motion was made by Johnston to put this off until the Board of Trustees have a chance to speak with the new Attorney and the Financial Advisor, seconded by Naugle. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

10. Discussion and possible approval to enter into Executive Session for the purpose of discussion of a pay raise for the Town of Kiowa employees.

OS TITLE 25 SECTION 307 (B) (1).

Motion was made by Johnston to enter into Executive Session for the purpose of discussion of a pay raise for the Town of Kiowa employees.

OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried. Time 7:20pm.

11. Discussion and possible approval of the findings from Executive Session of a pay raise for the Town of Kiowa employees number 10 on this Agenda.

Time 8:19pm. Motion was made by Johnston to put this off until the Board of Trustees have a chance to speak with the new Attorney and the Financial Advisor, seconded by Naugle. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

12. Discussion and possible approval to enter into Executive Session for the purpose of discussion to hire to replace the Town of Kiowa Municipal Attorney .

OS TITLE 25 SECTION 307 (B) (1).

Motion was made by Johnston to enter into Executive Session for the purpose of discussion to hire to replace the Town of Kiowa Municipal Attorney .

OS TITLE 25 SECTION 307 (B) (1), seconded by Burgett. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried. Time 7:20pm.

13. Discussion and possible approval of the findings from Executive Session to hire to replace the Town of Kiowa Municipal Attorney number 12 on this Agenda.

Time 8:19pm. Motion was made by Johnston to hire Pat Layden to represent the Town of Kiowa, pay will be \$1,000.00 per month, and any other litigations that may arise will be a negotiated salary, seconded by Burgett. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

14. Discussion and possible approval to appoint an employee of the Town of Kiowa to attend Code Enforcement Class to be held October 12-14, 2015 in Oklahoma City. Motion was made by Johnston to bypass this item and to put it on the Agenda for September 24, 2015, seconded by Naugle. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

15. Discussion and possible approval of the funds to pay for the supplies needed for the Indian Summer Festival.

Motion was made by Johnston for the money to be spent on the Indian Summer Festival not to exceed \$2,000.00, seconded by Naugle. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

16. Discussion and possible approval of funds to be transferred into the General Fund account with the Bank NA.

Motion was made by Johnston to write a check for \$250.00 out of First Bank of Kiowa General Fund and to deposit it BankNA General Fund, seconded by Naugle. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

17. Discussion and possible approval to surplus to destroy DCL CD Monitor model number 613RA901AA1341.

Motion was made by Johnston to surplus to destroy DCL CD Monitor model number 613RA901AA1341, seconded by Naugle. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

New Business: Bob Burgett asked why the Police Department did not use the fuel from the tank outside. Bob Burgett said we could be saving a lot of money. Randy Gropp said there are filters on the tank. Ned Naugle said how much does the fuel cost. Randy Gropp said it just depends on gas prices. JoMae Peck said one of the issues was when Ram put diesel in the unleaded tank. Mayor Johnston said that this needs to be dealt with later so we can continue.

Mayor Johnston said that we will be losing Randy McGill so we will have to advertise for a Maintenance Worker. Regina VanBlaricom asked if the Bids for repair and the add to hire a Maintenance Worker can be run in the same add? JoMae Peck told her no they cannot. Mayor Johnston said we need to advertise on Facebook and Job Opportunity.

Mary Powell said that they really needed to visit with the new Town of Kiowa Attorney. Mayor Johnston said that Pat Layden had a prior engagement and he could not be here tonight.

Mayor Johnston said for the Police Department to use the fuel that is supplied by the Town of Kiowa if it is cheaper. Regina VanBlaricom asked if there was a certain amount of fuel that we have to buy from Ram or do they charge more if we have to have them come more often. JoMae Peck said there is no limit and they do not charge us more if they have to come more often.

Cody Poe asked if the officers that are required to be at the Indian Summer Festival will they receive Comptime? Bob Burgett said what about the Reserve Police Officers? Mayor Johnston said if you have two Reserve Police Officers and the Regular Officers then it will be covered. Mayor Johnston said there will not be compensation for the Indian Summer Festival for the Police Officers.

Mary Powell said that ECourt will be providing a class that Deanna and Mary can go to it will be October 8, 2015, the Town will have to pay for mileage to Oklahoma City and back. Both can go or just one. There will be no charge. Mayor Johnston said to put this on the Agenda for September 24, 2015.

Public Discussion: Mayor Johnston said that Ned Naugle and Shawn Kinsey went with Fema to show them the damage to the roads, Mayor Johnston asked Shawn to comment on this. Shawn said they did a walk around with Fema the different

locations where the damage to the roads are the worst. Shawn said he was in the process of getting numbers together for Fema. Deanna Sexton said that she had sent Fema an email about man hours etc. Deanna said that she had gotten with JoMae to find out the hourly rate for the employees that worked on this. Deanna said since we have had such a turn over with the Maintenance Department, JoMae was unsure of the payroll that needed to be used. So Deanna emailed them again to get the information that was needed. If this projects needed to be sent in separately it has to over \$3,040.00.

Regina VanBlaricom asked if 9th Street had been looked at because it was never chipped. It is real bad. Mayor Johnston said maybe Fema should be contacted and asked to come back to look at 9th Street.

Adjourn: Motion to adjourn was made by Johnston and seconded by Burgett. Burgett, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried. Time 8:59pm.