

**Minutes Town Regular Meeting
September 26, 2011
7:00PM
Kiowa Town Hall**

The meeting was called to order by Mayor Janelle Beaver at 7:45pm.

ROLL CALL: Ray Goss, Bob Ramey, Theresa Ortiz, Jim Ryan and Janelle Beaver all were present.

CONSIDERATION OF MINUTES: Motion was made by Ryan to approve the minutes as written from the August 29, 2011 meeting, seconded by Ortiz. Goss, Ramey, Ortiz, Ryan and Beaver voted yes. Motion carried.

TREASURER'S REPORT: The Treasurers report was given by Coleene Lewis. For the month of August, 2011. Total revenue of \$109,740.32, total expenses were \$69,769.93 with a profit of \$39,970.39. Motion was made by Beaver to approve the Treasurers report for the month of August, 2011, seconded by Ryan. Goss, Ramey, Ortiz, Ryan and Beaver voted yes. Motion carried.

APPROVAL OF PO'S: Motion was made by Beaver to approve the PO's for the month of September, 2011, seconded by Ryan. Goss, Ramey, Ortiz, Ryan and Beaver voted yes. Motion carried.

1. To purchase a new copier from Canon. Aaron Harmon. Motion was made by Beaver to ask Deanna Crawford (financial advisor) to look at the budget to see if this can be purchased and to put back on the agenda for October 24, 2011, seconded by Goss. Goss, Ramey, Ortiz, Ryan and Beaver voted yes. Motion carried.
2. The Town of Kiowa buy back a cemetery lot # row D lot 18 which was issued to Gayla Dawn Walker. Jan Muse. Bypassed 8-29-2011 meeting. Motion was made by Beaver that Coleene Lewis to take care of it and to bypass, seconded by Ortiz. Goss, Ramey, Ortiz, Ryan and Beaver voted yes. Motion carried.
3. Town employee's having Prepaid Legal. Hailey Kemp Prepaid Legal. Motion was made by Beaver for this not to be done with payroll deduction, for it to be a group plan, it will be up to the employee if they want to participate, seconded by Ortiz. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried.
4. Town employee's having Prepaid Legal deducted from their payroll. Hailey Kemp Prepaid Legal. Motion was made by Beaver that this was discussed and voted on in #3, seconded by Ortiz. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried.
5. Discussion of the Power Plant. Mr. Pope said the plant was up and running and was running every day. No vote.
6. **MONTHLY REPORTS:**
 - a. **MAINTENANCE:** Willie Goss gave the report for maintenance, everything is up and running.
 - b. **FIRE:** Chief Patrick Johnston gave the report for the Fire Department. They had 3 medical calls and had attended regional fire school.
 - c. **ANIMAL CONTROL:** Chance Stephens gave the report for Animal Control. They had picked up 2 dogs, 1 cat and 1 possum.
 - d. **POLICE:** Chief Tony Runyon gave the report for the Police Department. He said they had 379 citations, 9 impounds, no wrecks. They had also received the 2000 extended cab Chevy.
7. Air Evac. JoMae Peck told the Council that a new contract would not have to be signed because we have less than 50 employees. No vote.
8. Mutual Aid with the District Attorney's Drug Task Force. Motion was made by Beaver to bypass this item and put it on the October 24, 2011 Agenda, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried.

9. **Mutual Aid with the Pittsburg County Sheriff's Office. Motion was made by Beaver to bypass this item and put it on the October 24, 2011 Agenda, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried.**
The three (3) Executive Sessions will be held consecutively with findings after the Council Members return.
10. **Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Jess Wilson to be paid a yearly webmaster fee. OS TITLE 25 SECTION 307 (B) (1). Motion was made by Beaver to enter into Executive Session, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried. Time 8:20pm.**
11. **Findings from Executive Session. Return from Executive Session 9:00pm. Motion was made by Beaver to pay Jess Wilson a yearly fee of \$500.00 for the webmaster of the Town of Kiowa's website, seconded by Ortiz. Ramey, Ortiz, Ryan, and Beaver voted yes. Goss abstained. Motion carried.**
12. **Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Mary Powell / 90 day evaluation. OS TITLE 25 SECTION 307 (B) (1). Motion was made by Beaver to enter into Executive Session, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried. Time 8:20pm.**
13. **Findings from Executive Session. Return from Executive Session 9:00pm. Motion was made by Beaver to increase Mary Powell's pay to \$1785.00 per month and for her to have all benefits effective October 1, 2011, seconded by Ortiz. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried.**
14. **Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Coleene Lewis / 90 day evaluation. OS TITLE 25 SECTION 307 (B) (1). Motion was made by Beaver to enter into Executive Session, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried. Time 8:20pm.**
Findings from Executive Session. Return from Executive Session 9:00pm. Motion was made by Beaver to increase Coleene Lewis pay to \$1849.80 per month with all benefits effective October 1, 2011, seconded by Ryan. Goss, Ramey, Ortiz, Ryan, and Beaver voted yes. Motion carried.
Jim Ryan had to leave. Time 9:04pm.
15. **Meeting dates and time for 2012 for the Town of Kiowa. Motion was made by Beaver to approve the meeting dates and times as written, seconded by Goss. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**
16. **2012 Holidays the Town of Kiowa will be closed. Motion was made by Beaver to approve the 2012 list of holidays that Town of Kiowa will observe for 2012 with the exception that January 2, 2012 to be added to the 2012 holiday list of closures for Town of Kiowa, seconded by Ortiz. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**
17. **To set a date and time for the Employee Hand Book workshop for the Town of Kiowa Employee's. Motion was made by Beaver to set October 17, 2011 at 6:30pm Kiowa City Hall, seconded by Ortiz. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**
18. **To change Court date and time for 2012. Motion was made by Beaver to bypass this item and put it on the October 24, 2011 Agenda, seconded by Ortiz. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**
19. **DEQ sponsoring a tire pickup program. Motion was made by Beaver to have the tire pickup in November, 2011 and for Jim Ryan to head this project and coordinate it and get with the Mayor of Pittsburg, seconded by Goss. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**
20. **To purchase turkeys for Thanksgiving Dinner at the senior citizen center. Motion was made by Goss to purchase 14 turkeys for the Nutrition Centers Thanksgiving Dinner, seconded by Beaver. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**

- 21. To install emergency generator at the Community Center. Motion was made by Beaver to advertise with McAlester News Capital and accept bids to install the generator at the Community Building, seconded by Ortiz. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**
- 22. To replace guttering on the Maintenance building. Motion was made by Beaver to have new guttering but on the Maintenance Building by Wagoner Steel not to exceed \$1,350.00, seconded by Goss. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**
- 23. Police Department to purchase a new Police vehicle. Motion was made by Beaver for the Police Department to purchase a 2011 Dodge Charger fully equipped not to exceed \$34,000.00, seconded by Ortiz. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.**

New Business: Tony Runyon asked if the Police Department could purchase items for Red Ribbon Week. Motion was made by Beaver for the Police Department to purchase items for Red Ribbon Week not to exceed \$1,000.00 to be transferred out of the Drug and Alcohol Fund, seconded by Ortiz. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried.

Ray Goss said that the Town of Kiowa needs to work on getting a Bank to locate here.

Public Discussion: none

Adjourn: Motion to Adjourn was made by Beaver, seconded by Ortiz. Goss, Ramey, Ortiz, and Beaver voted yes. Motion carried. Time 10:03pm.