

TOWN OF KIOWA MINUTES
FOR REGULAR MONTHLY MEETING

JULY 30, 2026 @ 7:00 P.M.

OR IMMEDIATELY FOLLOWING THE PWA MEETING

AT THE KIOWA CITY HALL

831 S. VAN BUREN ST. KIOWA, OKLAHOMA 74553

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions, corrections and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its City/Trust Manager, staff, Attorney or to the recommending board, commission or committee.

CALL MEETING TO ORDER: The meeting was called to order at 7:00 p.m.

ROLL CALL: M. Sexton-present, J. Ray-present, T.S. Barker-present, T. Horn-present and D. Drake-absent.

APPROVAL OF THE MINUTES: On a motion duly made by T. S. Barker and seconded by J. Ray, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to approve the previous meetings minutes.

APPROVAL OF THE FINANCIAL REPORT: The Financial Report was presented and reviewed by Tracy Reed of RSMeacham CPA & Associates. T. Reed reported that on ending our fiscal year in the General Fund, revenues were stronger than anticipated. Sales taxes were down 11% year over year; and, Use Tax was down 50% year over year. T. Reed reported that this was expected due to the spike the previous year. On a motion duly made by M. Sexton and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to the approve Financial Report.

APPROVAL OF THE PURCHASES: The Purchases Report was presented and reviewed by Tracy Reed of RSMeacham CPA & Associates. On a motion duly made by M. Sexton and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to approve the Purchases Report.

MAINTENANCE REPORT: Maintenance Department Supervisor T. Whitfield noted the Kiowa Festival went well. He further reported that Maintenance has been busy mowing, spraying weeds, cleaning up alleyways, cemetery clean-up, brush yard cleaned, hauled dirt to the Police Department to assist in drainage issues, prepared some roads for asphalt and repaired 4 minor water leaks.

ANIMAL CONTROL REPORT: C. Nichols reported that Animal Control picked up 4 dogs (3 returned to their owner and 1 surrendered), no cats captured and 1 rooster captured.

POLICE DEPARTMENT REPORT: Police Chief J. Wilson reported the Police Department had 874 contacts, 79 calls for service and 11 impounds for the month.

FIRE DEPARTMENT REPORT: C. Nichols reported that the Fire Department had 11 calls. 2 (word unintelligible,) fires, 1 dumpster fire, 2 search fire assists, 1 landing zone, 2 brush fires, 1 smoke investigation and 2 motor vehicle fires. It was further noted that lights have been installed at the landing zone and that additional post/pipe fencing is needed in his area.

COMMUNITY CENTER REPORT: No report was provided.

CODE ENFORCEMENT REPORT: C. Nichols reported that Code Enforcement sent 8 letters, (5 letters and 3 certified mail.) It was noted that of the eight letters sent, 5 have already begun cleanup to their property.

1. Discussion, consideration and possible action: **Code Enforcement Notices.** C. Nichols reported that tents are still existing on Blaine McMath's/Van Buren Street property. He is also unsure if they are dumping into the septic line. J. Wilson noted that notices have been sent and that we probably need to begin writing violations. J. Ray brought up the subject of the request made by Regina Vanblaricom. J. Ray suggested that the Town remove only the rocks and tree stumps that are on the Town's right of way. It was noted that these stumps can be utilized at the shooting range. Another option would be to grind out the stumps. C. Nichols will obtain a price on a grinder. Citations will be sent to Mr. McMath. No vote was needed in this matter.

2. Discussion, consideration and possible action: **Hooper Family Lot Agreement.** J. Hasty reported that the Town has been maintaining the Hooper Family Lot for several years. A letter was been sent to Mr. Hooper asking him to clean up this property. Mr. Hooper stated that years ago, the Town and the Hooper family had an agreement stating that the Town could use this property as long as they maintained it. After researching this matter, the Town could find no record of such an agreement. Mr. Hooper further asked if the Town was interested in purchasing the property. It should be noted that at this time, the Town has no interest in purchasing said property. J. Wilson noted that at a future date, if we did wish to utilize the property a lease agreement could be a consideration. On a motion duly made by J. Ray and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to take no action on this matter.

3. Discussion, consideration and possible action: **Pro Kil Yearly Contract Renewal.** Pro-Kil provides pest control services for Kiowa Police Department, Kiowa Nutrition Center, Kiowa Fire Department and Kiowa City Hall. J. Hasty will contact Pro-Kil to amend their contract to include the Water Plant. On a motion duly made by M. Sexton and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to renew the yearly contract with

Pro-Kill Pest Control with the exception of Kiowa Cemetery.

4. Discussion, consideration and possible action: Amend/Update ATV Ordinance. The current ATV Policy/Ordinance states that no one without a valid drivers license can drive an ATV on city streets. On a motion duly made by J. Ray and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to leave the current Policy/Ordinance in place.

5. Discussion, consideration and possible action: Take bids for electrical outlets on North Side of the Community Center. J. Ray noted that by installing new electrical outlets just north of the Community Center would allow for extended use of the area for various community events. On a motion duly made by T.S. Barker and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to take bids for electrical outlets on the north side of the Community Center.

6. Discussion, consideration and possible action: To consider requests for approval of proposed RV Parks within the Town of Kiowa. (These proposals were presented in the following order:)

#1) Patrick Griffin has requested the approval of a proposed RV Park. The proposed RV Park will be located on Highway 69. J. Wilson stated that this proposal is consistent with what has been done in the past. T.S. Barker stated that non-commercial lot proposals need to be signed off by the neighbors of the surrounding property. J. Wilson noted that this commercial property has no houses around the property and this could be approved by the Town Council at this meeting. He further noted the Town could back with a more satisfactory resolution for commercial and non-commercial property at a later time. T.S. Barker stated that this was agreeable with him. On a motion duly made by T.S. Barker and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to approve Patrick Griffin's request for the proposed RV Park.

#2) David Rudrow has requested approval of a proposed RV Park within the Town of Kiowa. The proposed RV Park will be located near his residence on Harrison in the Hay Meadow area. It was noted that roughly 11-12 RV spaces are proposed for this site. D. Rudrow was advised that a water meter with a 2" meter feed will be required at each RV site and that the cost of the meters must be absorbed by him.

T.S. Barker reported that going forward any such request will require obtaining a form from the Town of Kiowa and the property owner must go to all the neighbors within 75' of this site for signature. This is in accordance with our existing ordinance. Once the proper paper work is obtained, the matter will be placed on the Town of Kiowa's agenda. If it is not a commercial property you cannot place a commercial business there. T.S. Barker further noted that if you are going to put one on a lot you must go to the Pittsburg County Courthouse and separate the lots. All such paperwork must be filed with the Courthouse.

On a motion duly made by T.S. Barker and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to approve David Rudrow's request for the proposed RV Park.

7. Discussion, consideration and possible action: Adopt a temporary moratorium on the acceptance and approval of new RV park applications pending the development and adoption of

comprehensive RV Park regulations. J. Ray stated that capping the acceptance and approval of new RV Park applications to the ones who have expressed and interest up to now. J. Wilson noted that the Council is trying to be fair to everyone who has expressed an interest. Going forward, J. Wilson believes the public interest will increase in establishing more RV Parks. Also, he stated that the Town needs to determine how much water will be needed at each park. (approximately 120 gallons per person is estimated). We will also need to determine how large the RV Parks will be and how such parks will impact the Town going forward. Also, we will need to address how this will effect our water, fire department, set backs and impact to neighbors. On a motion duly made by J. Ray and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to approve placing a temporary moritorium on the acceptance and approval of any future RV Park requests/proposals. (This does not effect those RV Park proposals that have already been approved by the Town of Kiowa City Council.)

8. Discussion, consideration and possible action: Brush Ordinance 003-26. J. Wilson reported that the brush lot has been cleaned up from the remaining storm debris. He further noted that people are dumping items on this lot that are not permissable. Further, it is believed that out of town businesses are dumping brush and trees on the property. J. Wilson reported that we need an ordinance so that violations can be issued for those who missuse the lot. The area is being policed, cameras have been installed and signs will be posted. The signs will be entitled BRUSH DISPOSAL SITE for Town of Kiowa residents only and also states what materials are acceptable and those that are prohibited. On a motion duly made by M. Sexton and seconded by T. Horn, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to approve and adopt Brush Ordinance 003-26.

9. Discussion, consideration and possible action: Permit for Steel Building-Dylan Baker. A discussion was held regarding Dylan Baker's permit for a steel building. D. Baker reported that he has spoken with the Town of Kiowa's engineer Robert Vaughan. Mr. Vaughan sent Mr. Baker a substantial list of things that need to be completed as the location for the steel building is located in a flood plain. D. Baker must provide a hydraulic study, current survey, a detailed site plan, FEMA flood zone information, verification of whether the building site is in a floodplain or floodway, any required elevation or engineering documentation and a legal description and parcel number. Once completed, Robert Vaughan with review the site plan, drainage and floodplain concerns before the Town Council takes any final action. On a motion duly made by J. Ray and seconded by M. Sexton, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to table this matter until the Town Council receives the information that is required.

10. Discussion, consideration and possible action: Close alleyways on Dylan Baker property. T.S. Barker stated that this matter is not an issue if everyone agrees to the closing of the alleyway. J. Ray noted there is a sewer line running down through one of the alleyways. J. Wilson noted that a plat is needed for the alleyway to be temporarily closed. D. Baker would have to follow up on his end to get the alleyway permanently closed. J. Wilson advised Mr. Baker that the Town's approval for this project would be based on the Town Engineer's recommendation. On a motion duly made by M. Sexton and seconded by T.S. Barker, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to close the alleys on the Dylan Baker property.

11. Discussion, consideration and possible action to enter into Executive Session pursuant to

Title 25 O.S. Section 307(B)(1) to discuss the employment, hiring, appointment, promotion, demotion, discipling or resignation of any individual salaried public officer or employee:

On a motion duly made by M. Sexton and seconded by T.S. Barker, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to move from Open Session and enter into Executive Session at 7:50 p.m. to discuss matters relating to the following three (3) employees: #1) Jacob Rippee, #2) Kirby Ketchum and #3) Josh Furr.

Jacob Rippee/Kiowa Police Department

12. Discussion, consideration and possible action to re-convene into Open Session.

On a motion duly made by M. Sexton and seconded by T.S. Barker, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to move from Open Session and to re-convene from Executive Session into Open Session @ 8.14 p.m.

13. Discussion, consideration and possible action on any matter discussed in Executive Session.

14. FINDINGS: On a motion duly made by T.S. Barker and seconded by J. Ray, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to raise J. Rippee's hourly wage by \$1.00 per hour to be effective on the next pay period.

15. Discussion, consideration and possible action to enter into Executive Session pursuant to Title 25 O.S. Section 307(B)(1) to discuss the employment, hiring, appointment, promotion, demotion, discipling or resignation of any individual salaried public officer or employee:

Kirby Ketchum/90 day evaluation

16. Discussion, consideration and possible action to re-convene into Open Session. (Re-convened into Open Session at 8:14 p.m as voted upon above.)

17. Discussion, consideration and possible action on any matter discussed in Executive Session.

18. FINDINGS: On a motion duly made by T.S. Barker and seconded by J. Ray, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to raise Kirby Ketchum's hourly wage by \$1.00 per hour to be effective next pay period; and, to re-evaluate his performance after he takes and passes the D License Test for another \$1.00 per hour raise that would go into effect at that next pay period.

19. Discussion, consideration and possible action to enter into Executive Session pursuant to Title 25 O.S. Section 307(B)(1) to discuss the employment, hiring, appointment, promotion, demotion, discipling or resignation of any individual salaried public officer or employee:

Josh Furr/Maintenance

20. Discussion, consideration and possible action to re-convene into Open Session. (Re-convened into Open Session at 8:14 p.m as voted upon above.)

21. Discussion, consideration and possible action on any matter discussed in Executive Session.

22. FINDINGS: On a motion duly made by T.S. Barker and seconded by J. Ray, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to approve the following:

After information, consideration and investigation that were presented in Executive Session regarding Josh Furr, the Board of Trustees finds there is insufficient evidence to substantiate the harassment grievance filed by Josh Furr. In regards to the chain of command, after consideration and information presented in Executive Session, the Board of Trustees clarified that the Town's organizational structure and reporting relationship by confirming immediately that Josh Furr shall report to the Maintenance Supervisor, Theron Whitfield, for day to day supervision for work assignments, scheduling and leave requests unless otherwise directed by the Board of Trustees.

NEW BUSINESS: J. Wilson reported that cameras are installed and we are ready to set-up for Town Council. It was noted that these are pan and zoom cameras. J. Wilson noted that for a long term solution, he recommends the 4-6 night owl camera system. Further, we could install our own poles and have our own system and data. With this system, recordings can be kept for up to 1 week for full video. The estimated cost would be \$3,500 per site and with each camera system acting on its own. Therefore, if 1 camera fails it does not affect any of the other cameras. J. Wilson also noted that if the IREN Data Center comes into town they are going to want us to provide a policing plan. J. Wilson also mentioned that he would like to contact IREN to see if they will cover some of the costs related to his project. He further noted that he recently contacted the Council of Governments and they recommended a Risk Assessment person be engaged by the town for various projects including proposed data centers. The Risk Assessor would look at our town overall, including looking at our water, infrastructure and then determine how a data center would effect our community. The cost of the Risk Assessment would be approximately \$25k. J. Wilson would like to approach IREN to see if they would be willing to pay for the assessment.

T.S. Barker reported that just outside of the city limits, there is a proposed RV Park to be located on Poe Lane/Harper Valley Road. He further noted that the Town currently has a contract with Rural Water. T.S. Barker recommended that the Council discuss water limits with Rural Water. J. Ray noted that we have a cap on the amount of water that the Town can sell to them. J. Wilson stated that we need to have a meeting with Rural Water and remind them there is a 4M gallon cap on bulk water. He further noted that this does guarantee there will be 4M gallons available each month of bulk water. J. Ray stated that Rural Water needs to be aware of this if they commit and that we need to relay this message to them. T.S. Barker noted that we are losing water from the spillway and he suggested that we have a study made of the water runoff. J. Wilson noted that even if we make our lake larger (in an effort to hold more water), we can only pull out water that our permit allows. Regarding more storage for Rural Water, J. Wilson noted that there are other options available that could take care of our water needs for a significant amount of time. It was reported that Rural Water is unable to utilize their water tower at this time due to elevation issues. No action was taken in this matter at this time.

T.S. Barker reported that the Old City Hall building is leaking and falling within itself. He suggested that we secure the building and that no one should be entering this building. It was agreed that the Town will secure the front of the building by boarding it up and by removing the concrete that leads to the front door. J. Wilson advised that we speak with our attorney and press this issue further with the owners of the property.

Regarding Agenda Item (#5) **Take bids for electrical outlets on North Side of the Community Center.**
Clarification: C. Nichols inquired as to how many bids should be taken for this project. It was agreed that 3 bids need to be taken and that preferably they be local people.

K. Burgett inquired about the proposed IREN Project. She asked if IREN would be drilling for ground water and, if so, how would this effect our lake. J. Wilson responded by stating that they would not be drilling for groundwater. Further, D. Carlton noted that Oklahoma has no aquifers in the state to draw water from. Therefore, our lake would not be effected.

ADJOURNMENT: On a motion duly made by J. Ray and seconded by T.S. Barker, M. Sexton-yes, J. Ray-yes, T.S. Barker-yes, T. Horn-yes and D. Drake-absent, the motion carried to adjourn the meeting at 8:36 p.m.

IF ASSISTANCE IS NEEDED PLEASE NOTIFY THE CITY HALL AT 918-432-5621, 24 HOURS IN ADVANCE.