

TOWN OF KIOWA
PUBLIC WORKS AUTHORITY
REGULAR MONTHLY MEETING MINUTES
MAY 27, 2021 AT 6:30 P.M.
AT KIOWA CITY HALL
813 S. HARRISON ST
KIOWA, OKLAHOMA

CALL MEETING TO ORDER: Mayor Kari Peterson called the meeting to order.

ROLL CALL: Deanna Sexton, Clerk, called the roll. Meredith Hatridge – absent, Kristi Hall – present, Jerri Ellis – present, Deanna Sexton – present, Ned Naugle – present, Mayor Peterson – present.

APPROVAL OF THE MINUTES OF THE APRIL 29, 2021 MEETING: Board members reviewed the minutes. No questions. Mayor Peterson made the motion to approve the minutes. Deanna Sexton seconded the motion. Vote called - Kristi Hall – yes, Jerri Ellis – yes, Deanna Sexton – yes, Ned Naugle – yes, Mayor Peterson – yes. Motion passes.

APPROVAL OF THE FINANCIAL REPORT: Mike Kerns stated the PWA Income Statement for the 10 months ending April 30, 2021. Total Income of \$498,812.74 and total Expenses of \$514,853.08 for the same period. The expenses are in excess of revenues by \$16,040.32. Remember there were 2 projects – the Water Tower project and the School Sewer project. There were monies spend in this fiscal year but were monies from last fiscal year. In the package handed out is the Unrestricted Cash. We are only \$3,000 short of all the requirements that we have. Talking about spending some of that money in the next fiscal year. We are allowed to do that. The accounts that say 'Required Payment for Short Lived Assets' - \$87,750 in the Water Section and \$95,000 in the Sewer Section. Rural water wants us to have those setup if we need to make repairs. The fixed assets that we need for the water plant, we will probably take some of those monies out of the \$95,000. All together we have on hand \$293,000. Some of that is in the Short-Lived Assets account. When we have a finance meeting, we'll talk about how to move that money around.

At the next finance meeting we'll talk about wages, city budget, PWA budget and Street & Alley budget. The numbers Deanna gave for the salaries are put in already. That's what they are making now. It doesn't mean that we can't project some more if everybody decides that is what they want to do. One good part is the Street & Alley's whole budget is \$517,000. We still have \$276,000 of FEMA money earmarked for the Street. The \$50,000 is for a three-quarter ton truck. This is just a Preliminary Budget. The last page in the PWA – things needed are sludge removal and a pump which are budgeted for \$71,000.

Mayor Peterson makes a motion to approve the financial report. Kristi Hall seconded the motion. Vote called - Kristi Hall – yes, Jerri Ellis – yes, Deanna Sexton – yes, Ned Naugle – yes, Mayor Peterson – yes. Motion passes.

APPROVAL OF PURCHASE ORDERS: Mayor Peterson asked if Bubba (Roy) has been paid. Someone answered 'haven't yet'. First time yes but not this last time. He fixes water line breaks. Deanna Sexton said she hadn't received an invoice. Someone said he is on vacation. Mayor Peterson makes a motion to approve the purchase orders. Ned Naugle seconds the motion. Vote called -. Kristi Hall – yes, Jerri Ellis – yes, Deanna Sexton – yes, Ned Naugle – yes, Mayor Peterson – yes. Motion passes.

1. DISCUSSION, PRESENTATION AND POSSIBLE APPROVAL OF TRUE NORTH MAPPING TO MAP CEMETERY, TOWN BOUNDARIES FOR THE TOWN OF KIOWA.

Jeff Thomas with True North Mapping gave a presentation of their mapping system showing water lines, water meters, hydrants, well houses, water tower, booster stations as well as the names associated at each location. On the sewer system – manholes has a description of the manhole (type of lid, material made out of, how deep it is, how man inlets, and which direction of the flow). If you have a problem and all your manholes are numbered, then you can pull up the number and it will give you a complete description of manhole and where it is located.

Question: Does it show the customer side of the line? Answer: It will show from main line to meter but no line on the customer side of the meter.

Mr. Thomas stated that he has a Trimble unit that all the data is put in. Put this on valves, hydrants, meters, manholes – stand on top of and get down to a 6" accuracy.

Question from Mayor Peterson: Take 80 – 120 hours? Answer: It depends. Can do 30 – 50 hours per month until complete. Mayor Peterson stated that she has been communicating with Mark Mason about city limits and council wards. Have to change ward boundaries due to the census. Mr. Thomas stated that it can be taken into the field and correct if needed. Also can map cemeteries. It can be mapped with the name of the individual and you can also see the headstone when you zoom down. Purpose is to get all the data stored on paper input and stored on a centralized database that anybody can access. It will be continually updated. In the package there is a \$500 monthly fee, we offer 2 iPads and monthly updates. Any type of map that you want. We custom build. Mayor Peterson asked about the total cost. Answer: Estimated for the 1st year for water and sewer is \$12,000 on the high end. \$500 per month would come the following year. Question: In the cemetery, can you tell if there is a grave there or not? Answer: Can plot out the cemetery but don't have ground penetrating equipment to know if the ground has been disturbed.

Mayor Peterson made a motion to put on the next agenda with more information to be included. Ned Naugle seconded the motion. Vote called -. Kristi Hall – yes, Jerri Ellis – yes, Deanna Sexton – yes, Ned Naugle – yes, Mayor Peterson – yes. Motion passes.

2. DISCUSSION AND POSSIBLE APPROVAL FOR SCOTTY BARKER TO MOVE A MOBILE HOME IN ON THE CORNER OF 5TH AND WASHINGTON AND HOOK UP WATER AND SEWER. Jerri Ellis stated that he came in today and brought his information. Passes out packet of information for the members. Mayor Peterson made a motion to approve for Scotty Barker to move a mobile home onto lot located on the corner of 5th and Washington. Kristi Hall seconded the motion. Vote called -. Kristi Hall – yes, Jerri Ellis – yes, Deanna Sexton – yes, Ned Naugle – yes, Mayor Peterson – yes. Motion passes.

3. DISCUSSION AND POSSIBLE APPROVAL FOR TREVOR MIDDLETON TO MOVE A MOBILE HOME IN AT 310 W. 10TH STREET. Gentleman in the background stated he would have information by next month. Mayor Peterson made a motion to put on the next meeting. Kristi Hall seconded the motion. Vote called – Kristi Hall – yes, Jerri Ellis – yes, Deanna Sexton – yes, Ned Naugle – yes, Mayor Peterson – yes. Motion passes.
4. DISCUSSION AND POSSIBLE APPROVAL OF YEARLY WATER RATE CHANGE FROM \$3.78 PER 1,000 GALLONS TO \$3.94 PER 1,000 GALLONS, ACCORDING TO THE CPI INDEX (4.2%) FOR RURAL WATER DISTRICT 11 PER CONTRACT. Mayor Peterson stated that it was discussed at the last financial meeting. This is a yearly thing but last year the change was so small it was decided not to increase it. But this year the CPI is 4.2%. Mayor Peterson made a motion to increase the water rate from \$3.78 to \$3.94 per 1,000 gallons according to the CPI Index of 4.2% for Rural Water District 11 per contract. Kristi Hall seconded the motion. Vote called – Kristi Hall – yes, Jerri Ellis – yes, Deanna Sexton – yes, Ned Naugle – yes, Mayor Peterson – yes. Motion passes.
5. DISCUSSION OF RURAL WATER DISTRICT 11 CONTRACT AND CHANGES THEY WANT MADE TO AMENDED CONTRACT. No vote.
6. DISCUSSION AND POSSIBLE APPROVAL TO ADD KRISTI HALL (WARD 1 TRUSTEE/VICE-MAYOR) TO ALL PUBLIC WORKS AUTHORITY BANK ACCOUNTS AT KIOWA FIRST BANK. Mayor Peterson made the motion to add Kristi Hall to all Public Works Authority bank accounts at Kiowa First Bank. Ned Naugle seconded the motion. Vote called – Kristi Hall – abstain, Jerri Ellis – yes, Deanna Sexton – yes, Ned Naugle – yes, Mayor Peterson – yes. Motion passes.
7. WATER PLANT REPORT: Gentleman stated the water plant is pretty good. Had the main line that feeds the plant blow out about 10 days ago. Roy Blanks came down and helped with it. He actually found a hose in Oklahoma City but I had already had one made at Standard Machine. So now we have a spare and I'm also having one made at American Pipe in Tulsa. It is not built yet because they are short on pipe so it will be awhile. Algae has hit so the plant is up and down so we are spending a lot of time out there. Trevor and John passed the D Water and Sewer.

NEW BUSINESS: None

PUBLIC DISCUSSION: None

ADJOURN: Mayor Peterson makes a motion to adjourn. Ned Naugle seconds the motion.