

**Minutes Town of Kiowa Regular Meeting
February 23, 2017
7:00 pm
Kiowa City Hall
813 South Harrison Street
Kiowa, Oklahoma**

The meeting was called to order by Mayor Serena Johnston at 8:52pm.

Roll Call: William Ellis, Ned Naugle, Regina VanBlaricom, Bob Ramey and Serena Johnston were present.

Consideration of the Minutes:

Motion was made by Johnston to approve the Special Meetings from January 3, 2017, January 5, 2017, January 31, 2017 and the Regular Meeting January 26, 2017, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

Treasurers Report:

Coleene Lewis gave the Treasurers Report for the month of January, 2017.

Total Revenue was \$96,761.69, Total Expenses were \$76,878.04, with a profit of \$19,883.65. January, 2017, seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

Purchase Orders:

JoMae Peck told the Board that there were three (3) additional Purchase Orders, PO # GF5721 to Beale Tire in the amount of \$318.00, GF5722 to Ram in the amount of \$1,601.82 and GF5723 to Stone Electric in the amount of \$220.00.

Motion was made by Johnston to approve the Purchase Orders for the month of February, 2017, seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

1. Discussion and possible approval of Health Insurance for the Town of Kiowa employees. Lisa Irby.
Lisa Irby told the Board what options were available since Blue Cross Blue Shield will be increasing by 27% as of May 1, 2017. She said with her coming this early it will give the Board time to look over what is available and to get back with her on what they have decided.
Motion was made by Johnston of a no vote, seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
2. Discussion and possible approval of Tin Horn for 536 S. Washington.
John Wayne Justus.
Motion was made by Johnston to approve the tinhorn at 536 S. Washington and to look at 6th and Johnston, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
3. Discussion and possible approval of Atom Broadband providing Cable service to the Town of Kiowa. Rodney Hazlett.
Mayor Johnston said no vote.

4. MONTHLY REPORTS:

a. TENASKA POWER PLANT:

Mr. Battles gave the report for Tenaska. Mr. Battles said everything was going good. Getting ready for an outage, he also said that Tenaska was going to provide eight (8) scholarships for Kiowa High School.

b. MAINTENANCE:

Mayor Johnston said they had been working on a water line break.

c. FIRE:

No report.

d. ANIMAL CONTROL:

Mayor Johnston said they had caught one (1) dog.

e. POLICE:

Chief Smith said they had 560 contacts, 4 reports, the 2009 Charger is back in service and they have had their radar certified.

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

- 5. Discussion and possible approval to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Trevor Mitchell 180 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 possible promotion and /or pay raise or disciplinary action for Trevor Mitchell 180 day evaluation. OS TITLE 25 SECTION 307 (B) (1), seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried. Time 9:04pm.

- 6. Discussion and possible approval of the findings from Executive Session for Trevor Mitchell number five (5) on this agenda.**

Time 9:51pm. Motion was made by Johnston to give Trevor Mitchell a 5% raise effective March 15, 2017, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

- 7. Discussion and possible approval to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Alan Whitmore 180 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 possible promotion and /or pay raise or disciplinary action for Alan Whitmore 180 day evaluation. OS TITLE 25 SECTION 307 (B) (1), seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried. Time 9:04pm.

- 8. Discussion and possible approval of the findings from Executive Session for Alan Whitmore number seven (7) on this agenda.**
Time 9:51pm. Motion was made by Johnston to terminate Alan Whitmore immediately, seconded by VanBlaricom. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
- 9. Discussion and possible approval to enter into Executive Session for the purpose of discussion of possible promotion and /or pay raise or disciplinary action for Mike Cathy 180 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 possible promotion and /or pay raise or disciplinary action for Mike Cathy 180 day evaluation. OS TITLE 25 SECTION 307 (B) (1), seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
Time 9:04pm.
- 10. Discussion and possible approval of the findings from Executive Session for Mike Cathy number nine (9) on this agenda.**
Time 9:51pm. Motion was made by Johnston to extend his probationary period for 30 days and to put this item on the Agenda for March 30, 2017 regular meeting, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
- 11. Discussion and possible approval to enter into Executive Session for the purpose of discussion to appoint a Treasurer. OS TITLE 25 SECTION 307 (B) (1).**
Motion was made by Johnston to enter into Executive Session for the purpose of discussion to appoint a Treasurer. OS TITLE 25 SECTION 307 (B) (1), seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
Time 9:04pm.
- 12. Discussion and possible approval of the findings from Executive Session to appoint a Treasurer number eleven (11) on this agenda.**
Time 9:51pm. Motion was made by Johnston to appoint Carla Lamson as Treasurer with a monthly salary of \$2,000.00 to include elected pay and extra duty pay, 180 day probationary period, insurance after 60 days and to start March 9, 2017, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
- 13. Discussion and possible approval to go to a two (2) week pay period.**
Motion was made by Johnston to bypass this item and discuss in the Budget Workshop, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
- 14. Discussion and possible approval to update the Police Policy and Procedure Handbook.**
Motion was made by Johnston to have Pat Layden (Town Attorney) review the Police Policy and Procedure Handbook and to put it on the next available meeting, seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
- 15. Discussion and possible approval to surplus Canon Copier 262102-C6242.**
Motion was made by Johnston to surplus Canon Copier 262102-C6242, seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.

16. Discussion and possible approval to pay JoMae Peck for her accrued Comptime and Vacation time.
Motion was made by Johnston to pay JoMae Peck her accrued comptime of \$748.03 and her vacation time of \$962.40 the total is \$1,710.43, seconded by Ellis. Ellis, Naugle, Ramey and Johnston voted yes. VanBlaricom did not vote. Motion carried.
17. Discussion and possible approval to pay Coleene Lewis for her accrued Comptime and Vacation time.
Motion was made by Johnston to pay Coleene Lewis her accrued comptime of \$492.63 and her vacation time of \$1,449.62 the total is \$1,942.25, seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
18. Discussion and possible approval to advertise to hire to replace the Deputy Court Clerk.
Motion was made by Johnston to advertise as soon as possible for a Deputy Court Clerk, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried.
19. Discussion and possible approval to merge the Treasurer Duties with the Town Clerk Duties.
Mayor Johnston said no vote.
20. Discussion and possible approval of Ordinance No. 02-23-2017A.
Mayor Johnston said no vote.
21. Discussion and possible approval to have an Election on May 9, 2017 for a vote of the people, to appoint a Treasurer instead of being elected.
Mayor Johnston said no vote.

New Business:

Mayor Johnston said there will be a Budget Workshop on March 10, 2017 at 6:00pm.

Public Discussion:

None

Adjourn:

Motion to adjourn was made by Johnston, seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey and Johnston voted yes. Motion carried. Time 10:02pm.