

**Minutes Town of Kiowa PWA Regular Meeting
February 23, 2017
6:30pm
Kiowa City Hall
813 South Harrison Street
Kiowa, Oklahoma**

The meeting was called to order by Vice Mayor Ned Naugle at 6:40pm.
Roll Call: William Ellis, Ned Naugle, Regina VanBlaricom, Bob Ramey, Coleene Lewis and JoMae Peck were present. Serena Johnston was absent.

Pledge of Allegiance.

Consideration of the Minutes:

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

Treasurers' Report:

Coleene Lewis gave the Treasurers' report for the month of January, 2017. Total Revenue was \$28,888.61, Total Expenses were \$29,795.71 with a loss of \$907.10.

Motion was made by Naugle to approve the Treasurers' Report for the month of January, 2017, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey, Lewis, and Peck voted yes. Motion carried.

Purchase Orders:

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

1. Discussion and possible approval of Health Insurance for the Town of Kiowa PWA 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.
Serena Johnston arrived at the meeting at 6:57pm
Mayor Johnston said no vote on this Agenda item.
2. MONTHLY REPORTS:
 - a. WATER PLANT: Trevor Wilcox said it was not the motor but electrical problems.
 - b. SEWER PLANT

The three (3) Executive Sessions will be held consecutively with findings after the Board of Trustee's return.

- 3. 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 Wilcox 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 Wilcox 180 day evaluation. OS TITLE 25 SECTION 307 (B) (1), seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey, Lewis, Peck and Johnston voted yes. Motion carried. Time 7:03pm.**
- 4. Discussion and possible approval of the findings from Executive Session for Trevor Wilcox number three (3) on this agenda.
Time 8:31pm. Mayor Johnston said there was no vote.**
- 5. Discussion and possible approval to enter into Executive Session for the purpose of discussion to hire a Water /Sewer Plant Manager. OS TITLE 25 SECTION 307 (B) (1).
Motion was made by Johnston to enter into Executive Session for the purpose of discussion to hire a Water /Sewer Plant Manager. OS TITLE 25 SECTION 307 (B) (1), seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey, Lewis, Peck and Johnston voted yes. Motion carried. Time 7:03pm.**
- 6. Discussion and possible approval of the findings from Executive Session to hire a Water/Sewer Plant Manager number five (5) on this agenda.
Time 8:31pm. Motion was made by Johnston to hire Justin Jewel at \$38,000.00 per year, to start March 13, 2017, 180 days probationary period and to receive insurance after 60 days, seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey, Lewis, Peck and Johnston voted yes. Motion carried.**
- 7. Discussion and possible approval to enter into Executive Session for the purpose of appointing a Treasurer. OS TITLE 25 SECTION 307 (B) (1).
Motion was made by Johnston to enter into Executive Session for the purpose of appointing a Treasurer. OS TITLE 25 SECTION 307 (B) (1), seconded by Naugle. Ellis, Naugle, VanBlaricom, Ramey, Lewis, Peck and Johnston voted yes. Motion carried. Time 7:03pm.**
- 8. Discussion and possible approval of the findings from Executive Session to appoint a Treasurer number seven (7) on this agenda.
Time 8:31pm. 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 Naugle. Ellis, Naugle, VanBlaricom, Ramey, Lewis, Peck and Johnston voted yes. Motion carried.**
- 9. Discussion and possible approval to surplus old non-working Fire Hydrants.
Motion was made by Johnston to not surplus non-working Fire Hydrants, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey, Lewis, Peck and Johnston voted yes. Motion carried.**

10. Discussion and possible approval to go to a two (2) week pay period for the Town of Kiowa PWA employees.

Motion was made by Johnston to bypass this item, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey, Lewis, Peck and Johnston voted yes. Motion carried.

11. Discussion and possible approval to advertise to hire a Public Works Authority Clerk. Mayor Johnston said no vote.

12. Discussion and possible approval to merge the Treasurer Duties with the Town Clerk Duties.

Mayor Johnston said no vote.

13. Discussion and possible approval of Ordinance No. 02-23-2017.

Mayor Johnston said no vote.

14. 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:

JoMae Peck told the Board why there had been a delay in the beginning of the Sewer project, there is only one Engineer that works for Rural Development that can approve these projects.

Public Discussion:

Mayor Johnston said that they will need to have a Budget Workshop on March 10, 2017 at 6:00pm.

Regina VanBlaricom said she had heard that Homeland Security was going to start to require Water Plants that use Chlorine Gas to put up fences, razor wire and surveillance cameras around their facility. Trevor Wilcox said he had not heard that and he said he would check with DEQ.

Adjourn:

Motion to adjourn was made by Johnston, seconded by Ellis. Ellis, Naugle, VanBlaricom, Ramey, Lewis, Peck and Johnston voted yes. Motion carried.

Time 8:52pm.