TOWN OF KIOWA

PUBLIC WORKS AUTHORITY MINUTES

FOR REGULAR MONTHLY MEETING

OCTOBER 27, 2022 @ 6:30 P.M.

AT KIOWA CITY HALL

813 S. HARRISON ST.

KIOWA, OKLAHOMA

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:** Mayor Peterson called meeting to order @ 6:30 P.M.

**PLEDGE OF ALLEGIANCE:** Completed.

**ROLL CALL:** Hall present, Peterson present, Vanblaricom present, Sexton present, Drake present, Johnston present, Sawyer absent.

**APPROVAL OF MINUTES:** No questions. Peterson made the motion to accept the minutes. Seconded by Drake. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes. Motion carries.

**APPROVAL OF THE FINANCIAL REPORT:** Tracy Reed, “We are looking at the financials through September. We are at about $1.7 million in unrestricted cash, which is down slightly from the prior month about $24,000.00. Our total cash we are down about $13,000.00 but overall up by $36,000.00 for the year. I look at these balances and the current interest rates I really want us to start looking at how to make the most of these funds. We don’t have very many options in the state of Oklahoma. The traditional way is CD’s and usually I would encourage you all to put down a bid for CD’s for banks in the area not sure what you all done in the past but that would be a practice I would encourage you to look at. The other thing that we could start looking at is T-Bills, which are short term treasury notes. Meets all the requirements and they are trading at about 4%. I wouldn’t encourage you all to invest everything, we need to keep at least 3 months operating cash here and enough cash that the capital outlay projects that are budgeted is available when those projects are ready to begin. Rates are rising right now so I wouldn’t encourage us to look into any long term but shorter term and take advantage of some of those rate fluctuations. We have the cash, more than we are using for operations currently and if we can earn some additional interest we should do so. We are 25% through are fiscal year. I will note for you that our largest revenue are those water revenues, they continue to rend above budget through September, same thing in sewer revenues. We have been about to keep those expenses about where they are supposed to be.” Peterson made the motion to approve the financial report. Seconded by Sexton. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.

**APPROVAL OF PURCHASES:** Peterson made the motion to approve the purchases. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.

**WATER PLANT REPORT:** Zack Taylor, “We fixed 6 water leaks, 1 fire hydrant, and 1 sewer line. The irritation pump gave out on us today, so that needs to be replaced as soon as possible.”

1. **Discussion and take action on continuing to offer bulk water.** Vanblaricom made the motion to stop selling bulk water for now. Seconded by Drake. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.
2. **Discussion and take action with sewer issues at Nutrition Center.** No vote.
3. **Discussion and possible approval to pay Zack Taylor per diem for C lab training he will be attending November 1-4th in Duncan, OK.** RWA training. Peterson made the motion to pay Zack Taylor per diem per the government rates to attend C lab training November 1-4th in Duncan, OK. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sayer- yes. Motion carries.
4. **Discussion and possible approval to consider preapproval to pay bills before council meetings so late fees aren’t added.** Peterson made the motion to approve preapproval to pay PSO, CENTERPOINT ENERGY/SUMMIT UTILITIES, WALMART CARD, LOWES, WINDSTREAM, ATOM BROADBAND, ATWOODS, KIAMICHI ELECTRIC COOPERATIVE, CANON FINANCIAL SERVICES, NEW ERA (PHONES), AND FIRST NET bills before council meetings so late fees aren’t added. Seconded by Sawyer. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.
5. **Discussion and take action on sewer issues for Randy & Mandy McMath @ 209 S Roosevelt.** This is supposed to be for Becky Brown @ 28 E 11th St. Drake made the motion to rent a ditch witch and get the sewer issue fixed. Call in 811. Seconded by Peterson. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.
6. **Discussion and possible approval to purchase new tires for PWA truck.** No vote.
7. **Discussion and possible approval to hire water plant operator.** Peterson made the motion to accept applications until 11/15/2022 and do interviews on 11/16/2022 for a water plant operator. Advertise with RWA and ORWB. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.
8. **Discussion and possible approval to reimburse Zack Taylor for travel and meals when he attended Class C water class @ Rose State College in September.** Vanblaricom made the motion to reimburse Zack Taylor at the government rate for travel and meals when he attended Class C water class @ Rose State College in September. Seconded by Sexton. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.
9. **Discussion and possible approval to have waste water pump rebuilt.** Peterson made the motion to approve to have waste water pump rebuilt. Seconded by Drake. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.
10. **Discussion and possible approval to apply for water and waste water grant.** Special meeting Nov. 7th @ 6:00 P.M. No vote. Tabled.

**NEW BUSINESS:** N/A

**PUBLIC DISCUSSION:** N/A

**ADJOURN:** Peterson made the motion to adjourn @ 7:38 P.M. Seconded by Hall. Hall- yes, Peterson- yes, Vanblaricom- yes, Sexton- yes, Drake- yes, Johnston- yes, Sawyer- yes. Motion carries.

**TIME ADJOURNED:** 7:38 P.M.

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