

TOWN OF KIOWA PUBLIC WORKS AUTHORITY MINUTES

REGULAR MONTHLY MEETING

MARCH 29TH, 2018 AT 6:30P.M.

AT KIOWA CITY HALL

813 SOUTH HARRISON ST.

KIOWA OKLAHOMA

CALL MEETING TO ORDER: Mayor Johnston called the meeting to Order at 6:31p.m.

ROLL CALL: Karon Sexton-present, Ned Naugle-present, Regina VanBlaricom-present, Carla Lamson-present, Deanna Sexton-present, Serena Johnston-present.

PLEDGE OF ALLEGIANCE: Completed

CONSIDERATION OF THE MINUTES: Delayed due to Minutes not being in Packets.

APPROVAL OF FINANCIAL REPORT: Carla Lamson reported a Revenue of \$279,463.31, Total Expenses \$277,926.65 with and Income of 1,536.66. Mike Kerns explained that the financial statement shows that the Sewer Project Funds has been added. He talked about the next Financial Meeting we will discuss coding. Discussed setting a meeting date. Mayor Johnston made the motion to approve the financial report, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.

APPROVAL OF PURCHASE ORDERS: Mayor Johnston made the Motion to approve the Purchase Orders, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.

WATER PLANT REPORT: Dale VanBlaricom reported that the Water Plant is running well, ORWB (Oklahoma Rural Water Board) came down and did a dam inspection on the Lagoons. Written Report given to Board Members.

1. Discussion and possible approval of Insurance for the Town of Kiowa Public Works Employees. Lisa Irby presented a packet of information on BlueCross and Blue Shield Options, that we currently have and discussed the rates and options of other Plans and Companies Available. She explained Insure Oklahoma and the benefits. Renewal is May 1, 2018. Changes are due by April 15, 2018. Lisa discussed Delta Dental and there were no changes in rates. Discussed COBRA for 20 or more employees requirement with a rate at \$50.00/month and liability. Trea Irby discussed and explained the importance of Insure Oklahoma(OEPIC) applications being completed and required for New Employees. Mayor Johnston thanked them for coming to the meeting. Lisa stated she would be in contact with Deanna Sexton. Mayor Johnston made the motion to Table until the next meeting, seconded by K. Sexton. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
2. Discussion and possible approval for AFLAC to provide supplemental insurance to Employees. Bryan Drury with AFLAC presented information and requested to provide supplemental insurance to Employee's. He stated he is interested in doing 10 to 15 Minute presentation with the Employees that are interested. Deanna Sexton stated that we had Employee's enrolled in the past and have some voiced interest in it at this time. Mayor Johnston made the motion to allow AFLAC to come in and do the presentation and provide supplemental insurance to our Employee's, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
3. Discussion and possible approval of Audit by Ralph Osborne CPA for Fiscal Year ending June 30, 2017. Mayor Johnston made the motion to move to special meeting due to Osborne still working on Audit, Special Meeting set for April 13, 2018 at 6:00 p.m., seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
4. Discussion and possible approval to hire Auditor and sign Letter of Agreement for the 2017-2018 Fiscal Year. VanBlaricom made the motion to move this item to the Special Meeting on April 13, 2018 at 6:00 p.m.,

- seconded by Johnston. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
5. Discussion and possible approval for Fire Department to discontinue delivery of bulk water. Deanna Sexton stated this was bought up due to DEQ not recommending it and DEQ is going to require water audits tracking water loss. Naugle asked Patrick Johnston his take on it and Patrick stated he just wanted to help people that don't have access to water, but he is ok with not delivering bulk water. Discussed adjustments will put on next regular meeting. Mayor Johnston made the motion for the Fire Department to Discontinue delivering Bulk Water, seconded by K. Sexton. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
 6. Discussion and possible approval to surplus 10,000 Gallon water tank. Dale discussed the change of plans on the Water Tower recirculation project with the REAP Grant. Mayor Johnston made the motion to surplus the 10,000 gallon water tank and hold until project is complete, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
 7. Discussion and possible approval for Roy Blanks to attend Water Classes. Mayor Johnston made the motion to deny Water Classes for Roy Blanks, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
 8. Discussion and possible approval for CD Services to clean back wash lagoons at the Water Plant not to exceed \$10,000.00. Dale discussed not having the estimate yet. Mayor Johnston made the motion to table until next regular meeting, seconded by K. Sexton. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
 9. Discussion and possible approval to raise bulk water rates from \$20.00 per thousand to \$25.00 per thousand. Carla discussed the bulk water customers pay \$20.00/ thousand and regular customers pay \$22.50/thousand and stated the pay should be equal. Discussion of other towns bulk water rates and how they charge. Mayor Johnston made the motion to increase bulk water rates to \$25.00 per thousand,

seconded by K. Sexton. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.

10. Discussion and possible approval to set a date for Kiowa Clean Up. Ned stated citizens were asking him about it. Mayor Johnston made the motion to have Clean-Up Dates set for weekends of June 16th, 2018 and October 20th, 2018, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
11. Discussion and possible approval to close PWA Savings Comp Time Account at First Bank Kiowa and transfer funds into PWA Account. Deanna Sexton discussed why the account was set up, for employees that had over 160 hours and terminated employment and had to be paid out the comp time hours owed. She states that funds needed to be transferred for expenses this month. She stated that \$500.00 a month is put into this account and has a balance of \$18,081.74. If we close this account and put the \$500.00 per month into the Regular PWA Savings account instead of the \$200.00 going into this account monthly, we wouldn't have to do another transfer. Mayor Johnston made the Motion to close PWA Savings Comp Time Account at Kiowa First Bank and transfer \$500.00 per month into Regular PWA Savings Account, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
12. Discussion and possible approval to transfer funds into Kiowa PWA. No vote.
13. Discussion and possible approval to pay Pay Application #7 for time period 2-13-18 through 3-23-18 to Pittard Construction in the amount of \$502,310.77 when funds are available through USDA. To be paid out of Rural Development Account. Mayor Johnston made the motion to pay, Pay Application #7 to Pittard Construction in the amount of \$502,310.77 when funds are available, seconded by VanBlaricom. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.
14. Discussion and possible approval to pay Engineering Fees 2-13-18 through 3-15-18 in the amount of \$6,450.30 and Project Representative \$12,512.00 for a Total of \$18,962.30 from when funds are available

through USDA. To be paid out of Rural Development Account. Mayor Johnston made the motion to pay Engineering Fees 2-13-18 through 3-15-18 in the amount of \$6,450.30 and Project Representative in the amount of \$12,512.00, for a total of \$18,962.30, seconded by VanBlaricom. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.

15. Discussion and possible approval to pay Legal Fees to Pat Layden in the amount of \$9,000.00 for the Sewer Project, when funds are available from USDA. Mayor Johnston made the motion to approve, seconded by K. Sexton. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.

16. Discussion and possible approval to pay Legal Fees to The Public Finance Law Group PLLC in the amount of \$9,000.00 for the Sewer Project, when funds are available from USDA. Mayor Johnston made the motion to approve, seconded by K. Sexton. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.

New Business: None

Public Discussion: None

Adjourn: Mayor Johnston made the motion to Adjourn, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Adjourned at 7:44 p.m.

Mayor Johnston opened the meeting again at 7:50 due to forgetting to approve the Minutes of February meetings. Minutes read. Mayor Johnston made the motion to Approve the February Minutes, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Motion Carried.

Adjourn: Mayor Johnston made the motion to Adjourn, seconded by Naugle. K. Sexton-yes, Naugle-yes, VanBlaricom-yes, Lamson-yes, D.Sexton-yes, Johnston-yes. Time 7:51P.M.