

TOWN OF KIOWA MINUTES
FOR THE REGULAR MONTHLY MEETING
NOVEMBER 21ST, 2019 AT 7:00 P.M.
AT KIOWA CITY HALL
813 S. HARRISON ST.
KIOWA OKLAHOMA

CALL MEETING TO ORDER: Mayor Naugle called the meeting to order at 7:15 p.m.

ROLL CALL: Karon Sexton-present, Kristi Hall- present, Regina VanBlaricom-present, Kari Peterson-present, Ned Naugle-present. Quorum present.

CONSIDERATION OF THE MINUTES: Reviewed. No questions. Mayor Naugle made the motion to approve October Minutes, seconded by Peterson. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

APPROVAL OF FINANCIAL REPORT: Mike Kerns present reported for the month of October Revenues of \$138,132.57, Expenses of \$127,770.53 with a Net income of \$10,362.04. Discussed 4 month ending totals. Discussed CD's that will be approved later. Mayor Naugle made the motion to approve the Financial Report, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

APPROVAL OF PURCHASE ORDERS: Reviewed. No questions. Mayor Naugle made the motion to approve the Purchase Orders, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

1. Monthly Reports:

Tenaska: Frank was present for a short time. He bought in checks for the reimbursement of the Water Meters that were replaced at the Power Plant, and Children's Community Christmas donation. He stated he had prior obligations for this evening. Deanna asked Dale if the meters at Tenaska were installed and he stated that they are here but not installed.

Maintenance: William reported it's not been a dry month, they have been cleaning ditches out, shop building cleaning, trucks winterized. They have been filling pot holes with little success. He is still looking for a replacement truck, approved last meeting.

Fire: Patrick not present, William informed the Board Members that the insulation is in, and the new heat and air unit is in. Discussed the need for cabinet and sheet rock replacement due to water damage from old heat/air unit. Karon stated some of the firefighters worked on cleaning at the Fire Department today.

Animal Control: William reported Police Department wrote 2 warnings for animal at large, took to shelter a couple of dogs and cats, and removed dead deer from the highway.

Police: Jess reported 610 contacts, 75 service calls, 24 impounds. Troy and James completed the Drug interdiction class, with a lot of good information, it was a good

class. Jess discussed setting up a medical tactical class January 18th for Fire, Police, Teachers, First Responders, etc.

2. Discussion and possible approval to change internet provider for Kiowa City Hall to Atom Broadband. Jess said that there was a problem with actual VPN and Wall server. Equipment belongs to Resonance, they are saying we need to purchase Sonic Wall Router and look at agreement with Resonance. Discussed tabling until next meeting. Mayor Naugle made the motion to Table this agenda item until next meeting, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
3. Discussion and possible approval to open a new Bank Account for the Kiowa Nutrition Center Meal Fund and have Genice Mabray, Deanna Sexton, Jerri Ellis, Ned Naugle and Karon Sexton on the signature card. Deanna informed the Board that this account at First National Bank in McAlester was opened in 2006 and it is used for meal donations collected at the Center. This account was not affiliated with the Town. Genice was making deposits two times a week and writing a check monthly to Feed the Need. She was informed last week by Feed the Need and State auditors that daily deposits have to be made and the checks have to come from the town and the funds will have to be processed through the town. Genice has closed the account at First National Bank in McAlester and all funds will be used to open the new account at Kiowa First Bank. Mayor Naugle made the motion to open a new Bank Account at Kiowa First Bank for the Kiowa Nutrition Center Meal Fund with Genice Mabray, Deanna Sexton, Jerri Ellis, Ned Naugle and Karon Sexton on the signature card, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
4. Discussion and possible approval to combine funds on matured CD's for Town of Kiowa, CD# 9058(\$29,059.72) and CD# 9064 (\$115,944.28), totaling \$145,004.00 and transfer to one CD for 13 months. To be placed at Kiowa First Bank. Deanna stated there is an error that was just noticed, Kerns stated #9058 is a cemetery CD. So the CD's here will be renewals and will not be combined and remain single CD's. Mayor Naugle made the motion to renew CD# 9058 with Cemetery Title at Kiowa First Bank, and renew CD# 9064 with Town of Kiowa Title at Kiowa First Bank, with interest to be rolled into CD's as accrued, seconded by K. Sexton. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
5. Discussion and possible approval to open a 13 month CD at Kiowa First Bank and transfer \$500,000.00 from the General Fund to this CD titled Town of Kiowa. Mike Kerns explained the reasoning and benefits for opening a new CD. Mayor Naugle made the motion to open a new 13 month CD at Kiowa First Bank titled Town of Kiowa and transfer \$500,00.00 from the General Fund to the new CD with interest to be rolled into CD's as accrued, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
6. Discussion and possible approval to open a 13 month CD at Kiowa First bank and transfer \$175,000.00 from the Technology Account to the new CD titled Town of Kiowa Technology Fund to be used for Town of Kiowa Technology Expenses. Mayor Naugle made the motion to open a new 13 month CD at Kiowa First Bank titled Town of Kiowa Technology Fund and transfer \$175,000.00 from the Technology Account

to the new CD with interest to be rolled into CD as accrued, seconded by K. Sexton. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

7. Discussion and possible approval to reimburse Kiowa Volunteer Fire Department Ladies Auxiliary for Kiowa Indian Summer Festival purchases. Deanna Sexton stated the Town had budgeted and approved spending of \$3,500.00 to be used for Kiowa Indian Summer Festival, Town has spent \$913.00 on food, in order to book early entertainment and activities the Kiowa Volunteer Ladies Auxiliary has spent a total of \$2,100.00 on Trick Roper, Inflatables, Charicture Artist, and Band, and is requesting reimbursement. The Ladies Auxiliary funds the Children's Community Christmas and these funds will be used for that. Regina asked if this could be done and was told that it is done every year. Mayor Naugle made the motion to reimburse the Kiowa Volunteer Fire Department Ladies Auxiliary for \$2,100.00, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
8. Discussion and possible approval to have Street Light placed at 9th and Dewey Street.
Dale VanBlaricom
Dale discussed that his truck was broke into, the city truck is parked there and the day care is next door and requested the street light. Deanna informed the Board that the last light we place at Sharon Drive is \$300.00 a month and that a lot of citizens pay to have lights put up and has a minimal cost. They charge us business rates and is more expensive. Hall asked if security lights or motion lights could be used. Discussed the school being across the street and the lights for the parking lot.
Mayor Naugle made the motion to have a Street Light placed at 9th and Dewey Street, seconded by K.Sexton. K. Sexton-No, Hall-No, VanBlaricom-No, Peterson-No, Naugle-No. Motion not carried.
9. Discussion and possible approval to pay Aleaxis Crowell for her accumulated Comp Time hours due to her last date of employment being 10-21-19. Deanna stated she has 43.5 hours in comp time, amount to be paid will be \$411.08 just for comp time. Mayor Naugle made the motion to pay Aleaxis Crowell \$411.08 for her comp time, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-No, Peterson-yes, Naugle-yes. Motion carried.
The three Executive Session will be held consecutively with findings after the Board of Trustee's return.
10. 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 Naomi Hamlin. OS TITLE 25 SECTION 307 (B) (1). Mayor Naugle made the motion to enter into Executive Session, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried. Time Entered Executive Session: 8:05 p.m.
11. Discussion and possible approval of findings from Executive Session for Naomi Hamlin. Board returned at 9:00 p.m. Naomi Hamlin not present. Vice Mayor K. Sexton made the motion to terminate employment with Naomi Hamlin effective immediately, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
12. 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 Jess Wilson.

OS TITLE 25 SECTION 307 (B) (1). K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried. Time entered Executive Session: 8:05p.m.

13. Discussion and possible approval of findings from Executive Session for Jess Wilson. Board returned at 9:00 p.m. Vice Mayor K.Sexton made the motion to table until next council meeting, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
14. 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 Aaron William Ellis. OS TITLE 25 SECTION 307 (B) (1). K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried. Time entered Executive Session: 8:05 p.m.
15. Discussion and possible approval of findings from Executive Session for Aaron William Ellis. Board returned at 9:00 p.m. Vice Mayor K. Sexton made the motion to Table until the next council meeting, seconded by VanBlaricom. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
16. Discussion and possible approval to hire to replace the Deputy Court Clerk. Vice Mayor K. Sexton made the motion to hire Mary Powell in position of Court Clerk to be paid \$12.00 per hour with 60 days probation for insurance and 180 days probation period to begin 11-25-2019, seconded by VanBlaricom. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
17. Discussion and possible approval for a positional pay raise for City/Town Clerk additional duties. Vice Mayor K.Sexton made the motion to Table until next Council meeting, seconded by Peterson. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
18. Discussion and possible approval for a positional pay raise for City/Town Treasurer additional duties. Vice Mayor K.Sexton made the motion to Table until next Council meeting, seconded by Peterson. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
19. Discussion and possible approval to purchase and install lights at the Fire Department. Discussed the need for lights. Mayor Naugle made the motion to purchase and install lights at the fired department with Stone's electric installing in amount of \$1,650.00, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
20. Discussion and possible approval to purchase Sirchie drug kits for the Police Department. Mayor Naugle made the motion to purchase Nitrile gloves for Police Department not to exceed \$200.00, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
21. Discussion and possible approval to purchase Nitrile gloves for Police Department. Mayor Naugle made the motion to approve purchase of Nitrile gloves for Police Department not to exceed \$200.00, seconded by Hall. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
22. Discussion and possible approval for Police to attend a Ballistic Shield Instructor course with Safariland in Weatherford Texas. Jess discussed the need for this course. December 17th through December 19th. Mayor Naugle made the motion to approve a Police Officer to attend Ballistic Shield Instructor course with Safariland in Weatherford Texas and pay

per diem, lodging and registration not to exceed \$1,046.00, seconded by K. Sexton. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

New Business: Regina asked about the lettering on the Nutrition Center Van. William gave prices and said he would get it done next week.

Regina discussed possibility of the town looking at a new Engineer. Board Members discussed getting DEQ certifications, credentials and references for possible new Engineer and placing on next agenda.

Public Discussion: Discussed The Children's Community Christmas Dec. 21 at the school.

Adjourn: Mayor Naugle made the motion to adjourn, seconded by Peterson. K. Sexton-yes, Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried. Time: 9:24 p.m.