

TOWN OF KIOWA MINUTES FOR
THE REGULAR MONTHLY MEETING

JULY 25TH, 2019 AT 7:00 P.M.

AT KIOWA CITY HALL

813 S. HARRISON ST.

KIOWA OKLAHOMA

Mayor Naugle called the meeting to order at 7:32 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: Minutes reviewed by Board members. No questions. Mayor Naugle made the motion to approve June's minutes, seconded by K. Sexton. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

FINANCIAL REPORT: Mike Kerns present, reported for the year to date with an income of \$4,000.00. Reviewed by Board, no questions. Mayor Naugle made the motion to approve the Financial Report, seconded by Hall. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

PURCHASE ORDERS: Deanna Sexton had additional purchase orders, PO# GF - 7032 in the amount of \$4,100.00 to Ralph Osborne. PO # GF- 7033 in the amount of \$457.07 to Delta Dental. PO# GF- 7034 in the amount of \$20.62 to AFLAC insurance. PO# GF-7035 in the amount of 106.25 to VSP for insurance. No questions. Mayor Naugle made the motion to approve the purchase orders, seconded by Hall. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

1. MONTHLY REPORTS:

TENASKA- NOT PRESENT

MAINTENANCE- NOT PRESENT

FIRE: NOT PRESENT

ANIMAL CONTROL: NOT PRESENT

POLICE: Jess reported 628 contacts, 94 service calls, 27 impounds. Reports of hit and run, suspect was tracked to a house and was apprehended. Gibbs did a good job on tracking the suspect.

2. Discussion and possible approval of Fiscal Year 2017-2018 Town of Kiowa Audit with Ralph Osborne CPA. Ralph Osborne present and discussed audit process, difference of funds and balances, internal control process and explains cash basis with no debt, and reports no deficiencies. Mayor Naugle made the motion to approve the 2017-2018 Town Audit, seconded by Hall. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
3. Discussion and possible approval of Fiscal Year 2019-2020 Budget and Budget Resolution. Mike Kerns discussed requirements of town budgets, having an estimate of needs budget and how we have appropriated the funds. Discussed the Fund balances and process of transferring funds. Discussed Finance Committee meetings being successful. And states the city should be proud of accomplishments made in the last year. Mayor Naugle made the motion to approve the Fiscal Year 2019-2020 Budget and Resolution, seconded by Hall. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
4. Discussion and possible approval to purchase tin horn for 8th street where the manhole was placed, to widen pull in. This was placed on the agenda by Mike Sexton, he is out of town. Deanna Sexton stated there had been complaints from the Masonic Lodge members about the manhole being in the middle of the drive way and is making the parking spaces hard to park in, they want the driveway widened with a tin horn, so the elderly can park their vehicles with more room. Discussion. Mayor Naugle made the motion to table until next month, seconded by K. Sexton. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
5. Discussion and possible approval to purchase tin horn for ditch along Polk Street beside Clifford and Karon Sexton's residence. Discussion of water standing due to no drainage. Mayor Naugle made the motion to clean ditch out and purchase and place tin horn in ditch on Polk St., seconded by Peterson. K. Sexton-abstained, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

6. Discussion and possible approval to take bids or purchase to replace fence at the cemetery. Discussion of cemetery fence, 3 quotes were received. Deanna asked Pat Layden for recommendations on taking quotes or bids for this job, he recommended to take Bids. Mayor Naugle made the motion to take bids to replace fence at the cemetery, seconded by K.Sexton. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
7. Discussion and possible approval to purchase lap top computer for City Clerk. Discussion, Deanna received quotes for laptops. Ned asked Pat Layden if this was legal for the city Clerk Clerk to take work home and he responded and explained the ethical responsibilities, but there is nothing illegal about the Clerk taking work home, she needs to document work done at home to be paid for. VanBlaricom stated that if the Clerk does this what is going to keep the other employees from requesting, Deanna stated they were not elected officials and they have one job and my job has several duties. K. Hall stated asked what the difference was between the job descriptions of Court Clerks and City Clerk, Deanna informed her she would get job descriptions. Karon stated the federal government telework log process. Jess discussed the docking station type of laptop to use at work and home. Deanna stated she didn't want just one computer for both uses d/t if the server was down at work the laptop wouldn't work. Mayor Naugle made the motion to purchase laptop computer for City Clerk, seconded by K. Hall. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.
8. Discussion and possible approval to purchase police equipment. Jess presented quote for Police extra Large shield, Backpack support unit, and shield positioning device in the amount of \$9,724.00 and shirts and pants in the amount of \$500.00. Discussion. Mayor Naugle made the motion to approve the purchase of police equipment not to exceed \$11,000.00, to be taken out of impound fee seconded by K. Hall. K. Sexton-yes, K. Hall-yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

NEW BUSINESS: NONE

PUBLIC DISCUSSION: Mike Sexton present and discussed the situation at the lodge, Ned is going to look at it with Mike.

K. Sexton made the motion to Adjourn, seconded by K. Hall. Meeting Adjourned at 8:41 p.m.