

TOWN OF KIOWA MINUTES
FOR SPECIAL MEETING
JANUARY 9TH, 2020 AT 7:00 P.M.
AT KIOWA CITY HALL
813 S. HARRISON ST.
KIOWA OKLAHOMA

Mayor Naugle called the meeting to order at 7:55 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: No Questions. Mayor Naugle made the motion to approve the minutes, seconded by Peterson. K.Sexton-yes, Hall- yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

Financial Report: Mike Kerns present, discussed 5 month ending budget showing a profit. Total Revenue \$103,648.79 Expenses of \$118,046.36 with a Loss of \$14,397.57, Kerns explained the loss was due to a \$39,000.00 insurance premium that was paid. No questions. 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.

Purchase Orders: K. Peterson asked if the New Era purchase order for the cemetery was approved, Deanna informed her that the total amount was approved and we are paying monthly as the work is done. No other questions. Mayor Naugle made the motion to approve the Purchase Orders, seconded by Peterson. K.Sexton-yes, Hall- yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

1. Monthly Reports:

Tenaska: Not present

Maintenance: William reported road issues on 6th street, and other places and we are going to have to do something. Deanna asked if he had talked to Joe at County lately to see if materials are available. William says he hasn't talked to county in a while, but will try and call them. Williams states its hard for him to even get gravel. William reported that the dozer and

backhoe needs work. He will get quotes and discussed repairs at the next meeting. Kerns stated that the funds are available to purchase repairs on equipment.

Fire Department: Not Present. Karon asked if the lights were up at the Fire Department. Deanna reported the new lights are up in the Fire Department.

Animal Control: William reports it has been a quiet month, maybe 2 calls.

Police Department: Jess reports 707 contacts, 62 service calls and 26 vehicle impound's for the month.

2. Discussion and possible approval to close alleyways in Block 51 between Lots 1,2,5,6 and Block 52 Lots 1 and 2 on property being sold by Melanie Patton. See Mortgage Inspection Certificate for property description. Clint Riddle

Melanie Patton present and explained that the person they are selling the house to is going through a lender that is requiring that the above alleyways be closed, before they can close on the sale. Discussion. Pat Layden stated the closing could be temporary and does not prevent the city from opening at any time and utilizing the Town easements, and requested that the owner be made aware that no fences or buildings may be built on Town easements. Mayor Naugle made the motion to close alleyways in Block 51 between Lots 1,2,5,6 and Block 52 Lots 1 and 2, seconded by K. Sexton. K.Sexton-yes, Hall- yes, VanBlaricom-yes, Peterson-yes, Naugle-yes. Motion carried.

3. Discussion and possible approval to hire to replace Deputy Court Clerk. Jess stated that we need to fill this position full time due to Mary, the Court Clerk not being able to catch up on payments and other duties and for Court nights being busy. Deanna discussed doing an interview process for this position. Mayor Naugle made the motion to hire a Deputy Court clerk after conducting the interview process, beginning pay for the position will be \$9.45 and hour with 90 days probation for insurance and 180 day probation period, seconded by K.Sexton. K.Sexton-yes, Hall- yes, VanBlaricom-stepped out, Peterson-yes, Naugle-yes. Motion carried.
4. Discussion and possible approval for a positional pay raise for City/Town Treasurer's additional duties. Discussion of additional duties of the Treasurer and current pay. No questions. Mayor Naugle made the motion to approve a positional 3% pay raise bringing the hourly pay to \$12.20 per

- hour to begin next pay period, seconded by K.Sexton. K.Sexton-yes, Hall-yes, VanBlaricom-stepped out, Peterson-yes, Naugle-yes. Motion carried.
5. Discussion and possible approval for a positional pay raise for City/Town clerk additional duties. Discussion. No questions. Mayor Naugle made the motion to approve a positional 3% pay raise bringing the hourly rate to \$12.80 per hour to begin next pay period, seconded by Peterson. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.
 6. Discussion and possible approval of Comp Time. Discussion. No Vote.
 7. Discussion and possible approval of communication wanted by board of Trustees. Deanna gave Board of Trustees a list of all members e-mails addresses, and stated that she wants e-mail addresses of Board members updated. Ned and Kristi stated that they don't do emails. Deanna stated that Ned and Kristi will continue to get texts and phone calls regarding items to be placed on the agenda. No Vote.
 8. Discussion and possible approval to purchase cellular i-pads instead of the surface pro lap tops for Police Department. Jess stated that he is still doing research on these items, and requested a No vote.
 9. Discussion and possible approval to purchase coats for police officers to meet ANSI requirements when working wrecks. Jess discussed the benefits of the coats. Mayor Naugle made the motion to purchase coats for police officers not to exceed \$1608.00 and purchase out of Impound Fund, seconded by K.Sexton. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.
 10. Discussion and possible approval to renew 123 form builder membership for police and city forms and reimburse Jess Wilson. Mayor Naugle made the motion to approve to renew 123 form builder and reimburse Jess Wilson, seconded by Hall. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.
 11. Discussion and possible approval to renew domains and reimburse Jess Wilson. Jess stated these are the Town domains with Go Daddy, we have 6 at this time and they need to be renewed. Mayor Naugle made the motion to renew the domains and reimburse Jess Wilson, seconded by K. Sexton. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.

The two (2) Executive Sessions will be held consecutively with findings after the board of Trustee's return.

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). Mayor Naugle made the motion to enter into Executive Session, seconded by K.Sexton. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried. Time 8:41 p.m.
13. Discussion and possible approval of findings from Executive session for Jess Wilson. Board returned at 8:48 p.m. Mayor Naugle made the motion to approve a 3% pay raise for Jess Wilson bringing his hourly pay to \$22.26 per hour, seconded by Peterson. K.Sexton-yes, Hall- yes, VanBlaricom-out, 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). Mayor Naugle made the motion to enter into Executive Session, seconded by K.Sexton. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried. Time 8:41 p.m.
15. Discussion and possible approval of findings from Executive Session for Aaron William Ellis. Board returned at 8:48 pm. Mayor Naugle made the motion to approve a 3% pay raise for Aaron William Ellis bringing his hourly pay to \$15.69 per hour to include Animal Control, seconded by K. Sexton. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.
16. Discussion and possible approval to remove Naomi Hamlin from the Kiowa Court Clerk Account and signature card at Kiowa First Bank due to termination of employment. Mayor Naugle made the motion to remove Naomi Hamlin from the Kiowa Court Clerk Account and signature card at Kiowa First Bank, seconded by Peterson. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.
17. Discussion and possible approval to add Mary Powell, New Court Clerk, to the Kiowa Court Clerk Account and signature card at Kiowa First Bank. Mayor Naugle made the motion to add Mary Powell to the Kiowa Court Clerk Account and signature card at Kiowa First Bank, seconded by Peterson. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.
18. Discussion and possible approval to purchase cameras for town. Jess Wilson discussed starting this project and adding to it. He talked with

citizens and business owners and they agreed that it was a good idea. Discussion of uses and advantages of this system for public safety. Jess is going to get some bids and collect more information. Price is approximately \$4,500.00 per station for smart cameras and will be fixed. Jess just wanted the Board's thoughts because some of the bidders will be driving long distances. Mayor Naugle made the motion to Table until next meeting, seconded by K. Sexton. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.

19. Discussion and possible approval to hire a part time Maintenance Worker. William requested this d/t him working the water plant at this time. Mayor Naugle made the motion to hire part time Maintenance Worker at \$10.00 per hour, seconded by Peterson. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried.

New Business: Kari talked about checking on Fireworks for July. Jess is going to find out who Savanna used.

Ned stated that Dale just told him he was giving his 2 week notice, but he wouldn't be back to work and we need to look at hiring a new Water Plant Operator, Will look at scheduling a Special Meeting.

Public Discussion: Mary discussed the changes in the Marijuana fees and possibly changing the ordinance, will place on next agenda or February agenda.

Adjourn: Mayor Naugle made the motion to adjourn, seconded by Peterson. K.Sexton-yes, Hall- yes, VanBlaricom-out, Peterson-yes, Naugle-yes. Motion carried. Time: 9:14 p.m.