

THE CHOUTEAU PUBLIC WORKS AUTHORITY BOARD OF TRUSTEES

REGULAR BOARD MEETING

December 12, 2023 AT 6:00 PM.

INVOCATION AND PLEDGE OF ALLEGIANCE by Cecil Lane

Minutes:

- 1) Mayor called meeting to order, roll call

Present: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

Not Present: Morgan, Smith

- 2) Motion made by Cunningham and seconded by Lane to approve Consent Agenda

November 2023 Purchase Orders and Encumbrances

November 2023 Payroll Report

November 2023 Financial Report

November 2023 Board Minutes

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

- 3) Discussion and possible action to remove any consent agenda item(s)-No Action

- 4) Unscheduled Public Appearances-None

- 5) Presentation of hydraulic water analysis from OKAC Engineer- No Action

- 6) Motion made by Cunningham and seconded by Grossman to approve a quote from Koons Gas Measurement in the amount of \$4,003.50. Gas Supplies

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

- 7) Motion made by Cunningham and seconded by Couch to approve quote from Reed's Backhoe & Dozer Service in the amount of \$4,000.00. D.R. Horton neighborhood

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

- 8) Motion made by Cunningham and seconded by Dannels to approve the 2022-2023 audit from Elfrink & Associates.

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

- 9) Motion made by Cunningham and seconded by Lane to approve payment to Elfrink & Associates in the amount of \$10,200 for annual audit to be split between The Town of Chouteau and Chouteau Public Works Authority, with each entity paying \$5,100.00

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

10) Motion made by Cunningham and seconded by Couch to raise credit card limits to \$2,500.00

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

11) Motion made by Cunningham and seconded by Couch to enter into executive session at 6:15pm for the purpose of discussion and consideration of the employment, hiring, appointment, wages, promotion, demotion, disciplining, or resignation of any Public Works Authority employee. Authority: Title 25 Oklahoma Statutes 307 (B)(1)

a. Discussion and consideration to hire a Chouteau Public Works Authority worker

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

12) Motion made by Cunningham and seconded by Couch to return to regular session at 6:55pm.

a. NO ACTION TAKEN EXECUTIVE SESSION

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

13) Discuss, possibly act on items discussed in Executive Session:

a. Motion made by Cunningham and seconded by Grossman to hire Robert Dorr as a Chouteau Public Works Authority worker. Start date December 13, 2023 with a pay of \$16 per hour

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

14) Motion made by Cunningham and seconded by Grossman to allow PWA workers to roll over 20 hours of unused Comp Time from 2023 to 2024 and sell back comp time over 20 hours and sell back, up to 40 hours of Vacation Time. Any Vacation time over 40 hours must be used by December 31, 2023 or it will be lost.

Vote: Lane- Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

15) Discussion and possible action on attorney's report- No Action

16) Discussion and possible action on Utility Superintendent Report-No Action

17) New business (any matter which could not be reasonably foreseen prior to the posting of this agenda)- No Action

18) Motion made by Cunningham and seconded by Lane to adjourn the meeting at 7:10pm.

