

Town of Chouteau Board of Trustees
Regular Board Meeting
January 13, 2025
Following the PWA Meeting at 6:00 p.m.

MINUTES:

- 1) The mayor called the meeting to order with roll call at 6:24 pm.

Present: Lane, Grossman, Dannels, Couch, Cunningham

- 2) Motion made by Cunningham and seconded by Dannels to accept the Consent Agenda:

December 2024 Purchase Orders and Encumbrances

December 2024 Payroll Report

December 2024 Financial Report

December 2024 Board Minutes

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

- 3) No action to remove any consent agenda item(s).

- 4) Unscheduled public appearances. Kendall Kvittum

- 5) Cunningham made the motion with Grossman seconding to approve payment to Elfrink & Associates in the amount of \$10,700.00 for the 2023-2024 annual audit. (Funds to be split with PWA with each entity paying \$5,350.00.)

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

- 6) Discussion and possible action to approve the contract with The Computer Guy - Tabled

- 7) Motion made by Couch and seconded by Couch to approve the postage machine lease agreement with Quadient Leasing in the amount of \$64.08 per month for 60 months.

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

- 8) Cunningham made the motion with Grossman seconding to approve the quote from Eldon Yoder for sidewalks on the corner of W. Main and S. Hayden (in front of the Methodist Church and to Library Pavilion) and take it out of Street and Alleys fund.

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

9) Cunningham made the motion with Dannels seconding to approve payment of the invoice from S and J Plumbing for water leak repairs at Fire Station #2 in the amount of \$1,645.00. Funds to be paid out of General Fire.

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

10) Motion made by Cunningham and seconded by Dannels to reappoint Jeannie Gingrich our representative to the Grand Gateway Board of Directors for 2025.

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

11) Cunningham made the motion with Dannels seconding to approve the Consortium Member Agreement with Local Government Testing Consortium Substance Abuse Prevention Program (LGTC) for 2025 and to make Amber Rice the Designated Employer Representative for the Town.

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

12) Motion made by Cunningham and seconded by Grossman to approve paying out the Fire Department employees unused vacation and comp hours over 20.

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

13) Discussion and possible action on revising the Town's policy regarding the Police Department's Holiday time and worked Holiday's - Tabled

15) Discussion and possible action to approve Budget Amendment 2025-10, increasing Town Police Capital Outlay by \$45,807.48.- Tabled

16) Discussion and possible action to approve the purchase of a 2024 Ford F150 Police Responder from Cooper Fleet Services and outfit not to exceed \$71,000.00. Funds to be paid out of Town Police Capital Outlay. - Tabled

17) *Cunningham made the motion with Lane seconding to enter an executive session at 7:27 pm for the purpose of discussion and consideration of the employment, hiring, appointment, wages, promotion, demotion, discipling or resignation of any Town employee. Authority: Title 25 Oklahoma Statutes 307 (B)(1).*

- a. Promote Samuel Sortet to Assistant Chief, with a rate of pay and an effective immediate effective start date
- b. Promote Anthony Siler to Sergeant, with a rate of pay and an immediate effective start date

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

18) Motion made by Cunningham and seconded by Grossman to return to regular session.

a. NO ACTION TAKEN IN EXECUTIVE SESSION

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

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

a. Motion made by Cunningham and seconded by Lane to promote Samuel Sortet to Assistant Chief, with a rate of pay of \$23.00 per hour effective immediately.

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

b. Cunningham made the motion with Grossman seconding to promote Anthony Siler to Sergeant, with a rate of pay of \$22.00 per hour effective immediately.

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

20) Fire Chief's Report – reported on runs

21) Code Enforcement Report – notice to people living in campers by homes with a 30-day warning.

22) Police Chief Report – 178 Stops, 97 citations, 12 arrests, 42 ½ grams of marijuana taken.

23) No Attorney's Report.

24) Mayor's report. Working on grants

25) No New Business (any matter which could not have been reasonably foreseen prior to the posting of this agenda).

26) Motion made by Cunningham and seconded by Dannels to adjourn.

Dawn Posey, Treasurer/Clerk

Brenda Cunningham, Mayor