Town of Chouteau Board of Trustees

Regular Board Meeting

March 13, 2023

Following the PWA Meeting at 6:00 p.m.

MINUTES:

1. Mayor Cunninham called the meeting to order with roll call.

Present: Lane, Grossman, Dannels, Couch, Cunningham

2) Cunningham made the motion with Dannels seconding on no action on Consent Agenda:

February 2023 Purchase Orders and Encumbrances

February 2023 Payroll Report

February 2023 Financial Report

February 2023 Board Minutes

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

3) No discussion or possible action to remove any consent agenda item(s).

4) Tabled- Discussion from Oklahoma Alliance Consultants

5) Discussion from Professional Engineering Consultants-No action taken

6) Unscheduled public appearances-David Flint-code enforcement issues

7) Tabled-Discussion and possible action to purchase Jefferson Highway historical road signs in the amount of $65.00 each. (Roger Bell)

8) Motion made by Cunningham and seconded by Grossman to approve the Town Spring Clean-up Day for Saturday, April 22, 2023.

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

9) Cunningham made the motion with Couch seconding to approve investing $100,000.00 of the Library’s grant money into a CD with Edward Jones.

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

10) Motion made by Cunningham and seconded by Dannels on the passage of Ordinance 2023-1 amending Code Section 3-19 (A)(1) regarding the basis for impounding animals.

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

11) Cunningham made the motion with Lane seconding to appoint Brenda Cunningham and Roger Couch to be on the Budget Committee for the 2023-2024 fiscal year budget.

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

12) Motion made by Cunningham and seconded by Couch to approve payment in the amount of $2,665.98 to Lee’s Auto Repair for replacing Catalytic Converters on the 2019 Ford Explorer.

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

13) Cunningham made the motion with Couch seconding to approve payment in the amount of $3,301.70 to Lee’s Auto Repair for replacing the turbo’s on the 2019 Ford Explorer. Item was previously approved in the amount of $3,136.45.

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

14) Motion made by Cunningham and seconded by Grossman to appoint Stephen Matthews as a Volunteer Firefighter.

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

15) Cunningham made the motion with Grossman seconding to approve the Library’s State Aid money in the sum of $2,489.00 be transferred to the Library’s Capital Outlay amending their budget.

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

16) Motion made by Cunningham and seconded by Grossman to approve to commission Clarence Miller to build four custom bookshelves for the library, not to exceed $4,000.00 total, to be paid out of the Library’s Capital Outlay. (Pending State Aid money being transferred to Capital Outlay)

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

17) Cunningham made the motion with Grossman seconding to approve paying SignalTek annually instead of monthly for the Maintenance Agreement.

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

18) Motion made by Cunningham and seconded by Grossman to surplus old light bars, tires, fire extinguishers, a printer, and lock boxes. Sell at Chupp’s Auction.

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

19) Motion made by Cunningham and seconded by Grossman to enter into executive session at 7:20 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. Discussion concerning the resignation of David Powell as an Animal Control Officer as of February 28, 2023

b. Discussion concerning the resignation of Kim Kvittum as a Volunteer Firefighter effective immediately

c. Discussion concerning the resignation of Doyle Cantrell as a Volunteer Firefighter effective immediately

d. Discussion concerning the resignation of Tammy Alsip as Code Enforcement effective March 1, 2023

e. Discussion concerning a pay increase of $1.00 for Emma Labit with effective date

f. Discussion concerning hiring paid part-time help with hourly wages at the Fire Department effective immediately

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

20) Motion made by Cunningham and seconded by Couch to return to regular session at 8:14 pm.

a. NO ACTION TAKEN IN EXECUTIVE SESSION

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

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

1. Motion made by Cunningham and seconded by Couch to accept the resignation of David Powell as an Animal Control Officer as of February 28, 2023.

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

1. Motion made by Cunningham and seconded by Dannels to accept the resignation of Kim Kvittum as a Volunteer Firefighter effective immediately.

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

1. Motion made by Cunningham and seconded by Couch to accept the resignation of Doyle Cantrell as a Volunteer Firefighter effective immediately.

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

1. Motion made by Cunningham and seconded by Dannels to accept the resignation of Tammy Alsip as Code Enforcement effective March 1, 2023.

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

1. Motion made by Cunningham and seconded by Lane for a pay increase of $1.00 for Emma Labit with effective date of March 2023.

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

1. Motion made by Cunningham and seconded by Lane to hire paid part-time administrative help with hourly wages at the Fire Department effective immediately. Pay will be $16.00 per hour. This position will be open to applications. If two people are hired time will be split of 20 hours combined and for one person 30 hours. This position will be open for 8 weeks only.

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

22) Cunningham made the motion with Couch seconding to approve reallocating the remaining Dog Pound personnel funds to Dog Pound Other.

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

23) No Discussion or action on Fire Chief Report

24) No Discussion or action on the Town Attorney’s Report.

25) No action on the Mayor’s report.

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

27) Motion made by Cunningham and seconded by Grossman to adjourn at 8:34 pm.

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

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Dawn Posey Treasurer/Clerk Brenda Cunningham, Mayor