

Town of Chouteau Board of Trustees
Regular Board Meeting
November 13, 2023
Following the PWA Meeting at 6:00 p.m.

AGENDA:

- 1) Call meeting to order; roll call.
- 2) Discussion and possible action on Consent Agenda:
October 2023 Purchase Orders and Encumbrances
October 2023 Payroll Report
October 2023 Financial Report
October 2023 Board Minutes
- 3) Discussion and possible action to remove any consent agenda item(s).
- 4) Unscheduled public appearances.
- 5) Presentation from Marti Schneider with Mayes County regarding an update on Safe Streets and Roads for All (SS4A) grant
- 6) Discussion and possible action to sign a support letter for Mayes County HOPE's Discovery Grant application that will potentially fund INSPIRE Mayes County program
- 7) Discussion and possible action of Final Plat of Chouteau Crossing, Deed of Dedication and Restrictive Covenants.
- 8) Discussion and possible action to approve the Town of Chouteau Schedule Board of Trustees Regular Meetings for the 2024 Calendar Year.
- 9) Discussion and possible action to approve the Town of Chouteau 2024 Schedule of Holidays.
- 10) Discussion and possible action regarding Christmas Party/Dinner and decorations..
- 11) Discussion and possible action regarding Christmas Bonuses.
- 12) Discussion and possible action to approve the Proposed 2024 Renewal Medical Plan with Blue Cross Blue Shield, Dental and Vision Renewal Plan with Guardian and Life Insurance Plan with Mutual of Omaha.
- 13) Discussion and possible action to approve payment to Kolker & Kolker in the amount of \$1,750.00 for final audit work.
- 14) Discussion and possible action to approve payment to OKAC in the amount of \$25,937.50 for map/hydraulic model, data input meters, calibrate model and prepare report. Funds to be paid out of ARPA.

- 15) Discussion and possible action to approve payment to OKAC in the amount of \$4,200.00 for the rate structure analysis. Funds to come out of ARPA
- 16) Discussion and possible action to approve Budget Amendment 2023-10 to appropriate \$6,000.00 to Dog Pound Personnel
- 17) Discussion and possible action to approve the quote from NAFECO INC., in the amount of \$11,244.33 for bulletproof vests. Grant will reimburse \$5,525.00 of the cost. Funds to come out of Police T & E.
- 18) Discussion and possible action to close Main St.on December 11, 2023 for the Christmas parade
- 19) Discussion and possible action to approve the quote from Quantie's for repairs to Skag Mower in the amount of \$1,537.81. Funds to be paid out of the Cemetery Fund.
- 20) Discussion and possible action to increase credit card limit
- 21) Discussion and possible action to purchase gas detector(s) not to exceed \$7,500.00
- 22) Discuss, possibly act on entering into executive session 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. Hiring a part time Dog Pound Caretaker, with rate of pay and effective date
 - b. Pay increase for remaining Police Officers
 - c. To start accepting applications for an administrative assistant position for the Fire Department
- 23) Vote to return to regular session.

NO ACTION TAKEN IN EXECUTIVE SESSION

- 24) Discuss, possibly act on items discussed in Executive Session:
 - a. Hiring a part time Dog Pound Caretaker, with rate of pay and effective date
 - b. Pay increase for remaining Police Officers
 - c. To start accepting applications for an administrative assistant position for the Fire Department for 40 hours per week, rate of pay depending on experience
- 25) Fire Chief Report
- 26) Attorney's Report.
- 27) Discussion and possible action on the Mayor's report.
- 28) New Business (any matter which could not have been reasonably foreseen prior to the posting of this agenda).

29) Adjournment.

Posted this 9th day of November, 2023
Amber Rice
Town Office Clerk