

Town of Chouteau Board of Trustees  
Regular Board Meeting  
July 8, 2024  
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:
  - June 2024 Purchase Orders and Encumbrances
  - June 2024 Payroll Report
  - June 2024 Financial Report
  - June 2024 Board Minutes
- 3) Discussion and possible action to remove any consent agenda item(s).
- 4) Unscheduled public appearances.
- 5) Discussion and possible action to approve Resolution No. 2024-2, the Sales Tax Agreement between the Town of Chouteau and the Chouteau Public Works Authority.
- 6) Discussion and possible action to approve amending the ordinance in Article 20-162 to include prohibiting minibikes from operating on public streets, alleys and sidewalks.
- 7) Discussion and possible action to approve an invoice from Mayes County Emergency Management in the amount of \$4,000.00 for contract services from July 1, 2024 to July 1, 2025.
- 8) Discussion and possible action to approve the Chamber of Commerce reserving the park on July 25th from 6:00 p.m. to 8:00 p.m. for their Christmas in July event..
- 9) Discussion and possible action to approve Resolution No. 2024-3, increasing sewer, water and natural gas tap fees.
- 10) Discussion and possible action to approve invoice from Sutterfield Technologies in the amount of \$2,577.00 for eCourt software licensing services from July 1, 2024 to July 1, 2025. Funds to be paid out of General Court.
- 11) Discussion and possible action to approve Budget Amendment 2025-1, appropriating \$22,818.00 into Police T & E Capital Outlay from the sale of the police truck

12) Discussion and possible action to approve OBI (Oklahoma Blood Institute) to hold their annual Boots & Badges blood drive at the Town Hall on Friday, August 23rd from 12:30 pm - 5:30 pm.

13) Discuss, possibly act on approval of Ordinance 2024-1 prohibiting outdoor tent camping within town limits with exception for family overnight camping on owner or renter occupied premises, and declaring an emergency.

14) *Discuss, possibly act on entering into executive session for the purpose of discussion and consideration of the employment, hiring, appointment, wages, promotion, demotion, disciplining or resignation of any Town employee. Authority: Title 25 Oklahoma Statutes 307 (B)(1).*

- a. Pay raise for Janet Coblentz, Librarian, with effective date
- b. Pay raise for Jaime Witt, Library, with effective date
- c. Pay raise for Emma Labit, Library, with effective date
- d. Pay raise for Jose Cantu, Firefighter, with effective date
- e. Pay raise for Amber Williams, Fire Chief, with effective date
- f. Pay raise for Kari Kennell, FD Administrative Asst, with effective date
- g. Pay raise for Amber Rice, Town Office Clerk, with effective date
- h. Pay raise for Tammy Alsip, Court Clerk, with effective date
- i. Pay raise for all full-time Chouteau Police Department Employees with effective date
- j. Discuss the termination of Robert Rice, Police Officer effective immediately
- k. Discuss the employment of James Turner

15) Vote to return to regular session.

- a. NO ACTION TAKEN IN EXECUTIVE SESSION

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

- a. Pay raise for Janet Coblentz, Librarian, with effective date
- b. Pay raise for Jaime Witt, Library, with effective date
- c. Pay raise for Emma Labit, Library, with effective date
- d. Pay raise for Jose Cantu, Firefighter, with effective date
- e. Pay raise for Amber Williams, Fire Chief, with effective date
- f. Pay raise for Kari Kennell, FD Administrative Asst, with effective date
- g. Pay raise for Amber Rice, Town Office Clerk, with effective date
- h. Pay raise for Tammy Alsip, Court Clerk, with effective date
- i. Pay raise for all full-time Chouteau Police Department Employees with effective date
- j. Discussion and possible action on the termination of Robert Rice, Police Officer, effective immediately
- k. Discussion and possible action on the employment of James Turner

- 17) Fire Chief's Report
- 18) Police Chief's Report
- 19) Code Enforcer's Report
- 20) Attorney's Report.
- 21) Discussion and possible action on the Mayor's report.
- 22) New Business (any matter which could not have been reasonably foreseen prior to the posting of this agenda).
- 23) Adjournment.

Posted this 5th day of July, 2024

Amber Rice  
Town Office Clerk