

Town of Chouteau Board of Trustees
Regular Board Meeting
January 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:
December 2023 Purchase Orders and Encumbrances
December 2023 Payroll Report
December 2023 Financial Report
December 2023 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 the Library's 2024 Schedule of Regular Meetings and Holiday Schedule
- 6) Discussion and possible action to appoint a representative to the Board of Directors for the Grand Gateway Economic Development Association.
- 7) Discussion and possible action to approve changes made to the Sick Leave Incentive Program wording in the Policy and Procedure Handbook.
- 8) Discussion and possible action to approve an increase to the mileage reimbursement rate to \$.67 per mile in the Policy and Procedure Handbook per the Internal Revenue Service effective January 1, 2024.
- 9) Discussion and possible action to approve appointing a Budget Committee for the 2024-2025 fiscal year budget.
- 10) Discussion and possible action to reappoint Amber Williams to the Mayes Emergency Service Trust Authority board or trustees.
- 11) Discuss, possibly act on passage of Resolution 2024-1 declaring January 17, 2024, as Harps Food Store Day in the Town of Chouteau.

- 12) Discussion and possible action to surplus a broken ice machine from the Sr Citizen building and give it to the Fire Dept.
- 13) *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. Discussion to hire Kari Kennell as a full time administrative assistant for Chouteau Fire Department at a rate of \$21.00 per hour and a start date of 2/1/24.
- 14) Vote to return to regular session.
 - a. NO ACTION TAKEN IN EXECUTIVE SESSION
- 15) Discuss, possibly act on items discussed in Executive Session:
 - a. Discussion and possible action to hire Kari Kennell as a full time administrative assistant for Chouteau Fire Department at a rate of \$21.00 per hour and a start date of 2/1/24.
- 16) Fire Chief Report
- 17) Attorney's Report.
- 18) Discussion and possible action on the Mayor's report.
- 19) New Business (any matter which could not have been reasonably foreseen prior to the posting of this agenda).
- 20) Adjournment.

Posted this 5th day of January, 2024
Amber Rice
Town Office Clerk