**Town of Luther**

**LPWA Regular Meeting**

**Tuesday, May 9, 2017**

**Minutes**

In accordance with the Open Meeting Act, Section 311, The Town of Luther, County of Oklahoma, 119 S. Main Street, hereby calls a Luther Public Works Authority Meeting of the Luther Board of Trustee’s on **Tuesday, May 9, 2017 at 7:00 p.m. at The Luther Community Building, 18120 E Hogback Rd, Luther, OK 73054**

Meeting Called to Order

* Pledge of Allegiance
* Roll Call … **All Present**
* Declaration of Quorum … **Yes**
* Public Comments: Public must sign up with the Town Clerk. Each speaker is limited to 2 minutes and it must pertain to an agenda item. Comments will be heard at the beginning of each agenda item. Any other questions or concerns can be left with the Town Clerk.

Items before the Board:

**Item 1:** Consent Agenda

1. Approval of Minutes from – April 11 & 27, May 2, 2017
2. Payroll
3. Claims

**Motion to approve: J. Roach … 2nd : P. Cavin … Unanimous Yes Vote.**

**Item 2:** Consideration, discussion and possible action regarding adoption of a new ordinance pertaining to Order of Business, modifying Section 2-105, B., 8 (Rules of Order and Procedure) in current Town code to include a change to public comment wherein they would be allowed prior to each agenda item instead of following the completion of the agenda as prescribed by code. – **J. White**

**No Action**

**Item 3:** Consideration, discussion and possible action regarding adoption of a new ordinance pursuant to Section 14-110 of Title 11 of the Oklahoma Statutes allowing that all Town meetings be conducted in ADA-compliant structures. – **J. White**

**No Action**

**Item 4:** Consideration, discussion and possible action regarding adoption of new meeting policies for the Board of Trustees for the Town of Luther. – **J. White**

**No Action**

**Item 5:** Consideration, discussion and possible action regarding paying $25 per meeting (4th Thursday of the month “planning” meeting and 2nd Tuesday of the month regular business meeting) for the Luther Community Building ($50/mo - $600/yr). – **J. White**

**No Action**

**Item 6:** Consideration, discussion and possible action regarding authorization of Scherrie Pidcock, Office Coordinator, to have access to the safe deposit box at First Bank and Trust of Luther and the box to be opened ONLY in the presence of two or more LPWA or Town Trustees or employees.– **J. White**

**No Action**

**Item 7:** Consideration, discussion and possible action regarding authorizing First Bank and Trust of Luther to allow Scherrie Pidcock, Office Coordinator, to request and obtain information for all Town bank accounts and holdings, in order to fulfill stated job requirements. – **J. White**

**No Action**

**Item 8:** Consideration, discussion and possible action regarding changing the signature cards for the bank accounts held by the Town at First Bank and Trust of Luther from the names of past Trustees to newly elected (4/4/2017)Trustees for the following accounts: Town General Fund, Town Rainy Day Fund, Town Cemetery Care Fund, Luther Police Department, Luther Economic Development Fund, LPWA General Fund, LPWA Rainy Day Fund, LPWA Loan for Fire Department, LPWA Loan for Vehicles, LPWA Rural Development CD, LPWA Meter Association CD, LPWA Water Meter Association CD, Luther Public Works Authority CD, and the Town of Luther Safe Deposit Box #171.  Signature cards and related banking documents will also be changed to require two (2) Trustee signatures for check amounts less than $2,500 and three (3) Trustee signatures for check amounts of $2,500 or more. – **J. White**

**No Action**

**Item 9:** Consideration, discussion and possible action regarding the purchase of QuickBook checks for an amount not more than $200. – **J. White**

**Motion to Approve as written: J. Roach … 2nd: P. Cavin … Unanimous Yes Vote**

**Item 10:** Consideration, discussion and possible action to accept one of the bids proposed for Office Automation (data backup and overhaul of current Town IT) for Town Hall and LPWA as presented by XCEL Office Solutions or Your I.T., or RK Black, at no additional cost to the Town over and above what we are currently paying. – **J. White**

**No Action**

**Item 11:** Consideration, discussion and possible action regarding accepting the APTEAN/USTI renewal quote for Maintenance Services of our Utility Billing, Municipal Court and Cash Receipts Software programs. – **J. White**

**No Action**

**Item 12:** Consideration, discussion and possible action purchase of a new commercial lawn mower for no more than $7400 based upon three bids collected and dispersed to Town Trustees. – **J. White**

**Motion to Approve Bad Boy Mower for $6,399.00: J. Roach … 2nd: T. Langston … Unanimous Yes Vote**

**Item 13:** Consideration, discussion and possible action regarding New Business, if any, which has arisen since the posting of the Agenda, and could not have been anticipated prior to the time of posting, 25 O.S. Sec 311 (9). **Items not of emergency nature can be left with the clerk for posting on the next agenda.**

**No New Business**

**Item 14:** Adjourn.

**Motion to Adjourn: T. Langston … 2nd: R. Henry … Unanimous Yes Vote**

Kim Bourns, Town Clerk/Treasurer

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*\*Agenda Posted May 8, 2017 at Luther Town Hall, on the website at* [*www.townoflutherok.com*](http://www.townoflutherok.com/) *and on Facebook at The Town of Luther, prior to 7:00 p.m.*