**BOARD OF TRUSTEES FOR**

**THE TOWN OF LUTHER**

**REGULAR MEETING AGENDA**

**Tuesday June 13th, 2017 at 7:00pm at the**

**Luther Community Building,**

**18120 East Hogback Road, Luther, OK 73054**

**Since there were two (2) agendas with the same information but numbered differently, the Item Number for the other Agenda will be referenced with the corresponding Item Number here.**

1. **Call to order.**
2. **Invocation.**
3. **Pledge of Allegiance.**
4. **Roll call.**
5. **Determination of a quorum.**
6. **Recognition of community members and employees for outstanding efforts.**

The Board recognized Sheila Farmer, Amber Tytenicz (Art teacher at LHS) and several art students for painting a mural on the window of one (1) of the downtown buildings. Each was presented with a Certificate of Appreciation.

The Board also recognized Jason Miller, Luther Fire Department Chief, who was presented with a $1500 check by Mitz Habben and Nettie Jean Habben of the Luther Insurance Agency, on behalf of American Farmers and Ranchers Insurance. The check was presented due to the Luther Fire Department responding to the Woodward area during the recent wildfire outbreak. Jason was also presented a Sonic gift card by the Board.

The Board also recognized Justin Blackwell and had a Sonic gift card to present to him at a later date since he was not present at the meeting.

1. **Approval of the minutes prepared by the Town Clerk/Treasurer and subject to additions or corrections by the Board of Trustees.** (Item 1 A) Jason Roach made a motion to accept the minutes, Ron Henry 2nd. The vote – All Yea.
2. **Report of the Treasurer.** (Item 1 B) Paxton Cavin made a motion to accept the Treasurer’s report, Jason Roach 2nd. The vote – All Yea.
3. **Review of claims.** (Item 1 C) Jenni White made a motion to accept the Claims, Paxton Cavin 2nd. The vote – All Yea.
4. **Trustee Comments.** (Item 2) Paxton Cavin read letters from citizens commenting on the good work the Police Department is doing. Trandy Langston stated the Board is still accepting resumes for the vacant seat on the Planning Commission.
5. **Presentation of broadband options by AtLink, Airosurf, and ProValueNet** (Item 3) A representative from @Link was not present but Jason Roach stated there should be a representative at the June 29 meeting. Representatives from ProValueNet and Airosurf gave presentations regarding their service and future plans for service in Luther, OK.
6. Consideration, discussion and possible action to conduct a nuisance hearing on the Monroe Howard & Ora Lee Hester property located at 202 S. Main Street, Block Three (3), Lot(s) Twenty-Two (22) through Twenty-Four (24), Luther City Addition, Oklahoma County to make a finding whether or not the property the condition of the structure has caused the property to become detrimental to the health benefit, and welfare of the public and the community or a hazard to traffic, or creates fire hazard to the danger of property. (Item 4) Motion was made by Jenni White to grant a 30 day extension to the Hesters, to the July 11, 2017, regular meeting, Jason Roach 2nd. The vote – All Yea.
7. Consideration, discussion and possible action to conduct a nuisance hearing on the Rodia M. Johnson property located at 207 S. Main, Block Six (6), Lot(s) Three (3) and Four (4), Luther City Addition, Oklahoma County to make a finding whether or not the property the condition of the structure has caused the property to become detrimental to the health, benefit, and welfare of the public and the community or a hazard to traffic, or creates fire hazard to the danger of property. (Item 5) No Action.
8. Consideration, discussion and possible action to accept the deed of the above-stated property as offered by Rodia M. Johnson. (Item 6) Motion was made by Jason Roach to accept the deed of the property located at 207 S Main, and to put a sign on the property stating property was donated to the town by Rodia M. Johnson Rolfe in loving memory of her Mother, Opal J. Kelley, Trandy Langston 2nd. The vote – All Yea.

**Trustee One**

1. Consideration, discussion, and possible action to purchase new business cards for town employees at 100 cards each for the Office Coordinator, Utility Clerk, Court Clerk, Police Chief, Fire Chief, Town Clerk/Treasurer; and 500 cards to be used by the (5) police officers to be purchased from the company offering the lowest quote and not to exceed $150. (Item 7) Motion was made by Jason Roach to purchase business cards as stated but to wait for 50% off to purchase the cards and to reimburse Paxton Cavin for all expenses incurred in the purchase of the cards, Ron Henry 2nd. The vote – All Yea.
2. Consideration, discussion, and possible action to pay David Stanley Ford invoice for diagnostics, tire and wheel replacement on 2016 Explorer in the amount of $388.19. (Item 8) No Action.
3. Consideration, discussion, and possible action to pursue a claim with OMAG to pay for damages and pursue an investigation to receive payment from citizen’s insurance company regarding the accident involving Officer Class on May 4, 2017 at 1st and Ash for damages. (Item 9) Jason Roach made a motion to file a claim with OMAG regarding the accident involving Officer Class on May 4, 2017, so that OMAG can pursue subrogation with the other involved person’s insurance to pay the claim, Paxton Cavin 2nd. The vote – All Yea.
4. Consideration, discussion, and possible action to purchase part from Denton Auto Salvage Inc. to repair 2016 Explorer involved in accident estimated at $374.33 and to approve labor for repair at $200. (Item 10) No Action.
5. Consideration, discussion, and possible action to purchase 3 padlocks for animal welfare facilities behind Town Hall not to exceed $30. (Item 11) Jason Roach made a motion to allow for the purchase of three (3) padlocks for the animal welfare facility behind Town Hall, Jenni White 2nd. The vote – All Yea.
6. Motion and Vote to Enter Into Executive Session.

Proposed Executive Session for the purpose of discussing the following so the board can return to Open Session and take action pursuant to Executive Session Authority: Okla. Stat. tit. 25 Section 307 (B) (1). The following items are proposed for discussion during the Executive Session:

Discussion of personnel issues relating to the employment of Marcus Thurman. (Item 12) Jenni White made the motion to enter into Executive Session for the discussion of personnel issues relating to the employment of Marcus Thurman, Ron Henry 2nd. The vote – All Yea.

1. Vote to reconvene into Open Session (Item 13) Jenni White made a motion to reconvene into open session, Jason Roach 2nd. The vote – All Yea.

**Trustee Two**

No items

**Trustee Three**

No items

**Trustee Four**

No items

**Trustee Five**

1. Consideration, discussion and possible action to adopt a policy regarding the use of Town property by citizens. (Item 14) Jenni White made a motion to adopt the written POLICY REGARDING USE OF TOWN OF LUTHER PROPERTY OTHER THAN PUBLIC PARKS BYY INDIVIDUALS OR GROUPS, Paxton Cavin 2nd. The vote – All Yea. (Item 14) Jenni White made a motion to adopt the written HOLD HARMLESS AGREEMENT as policy to use Town of Luther property, Ron Henry 2nd. The vote – All Yea. {Both policies attached to minutes}
2. Consideration, discussion and possible action to change the verbiage used in the current Town codes regarding animal control. (Item 15) This Item tabled. Jenni White made a motion to direct Ray to draft an ordinance for the next regular meeting, Jason Roach 2nd. The vote – All Yea.
3. Consideration, discussion and possible action to approve a program called “Adopt A Boom” to allow citizens to provide for a July 4th, 2017 fireworks display for Luther. (Item 17) Jenni White made a motion to approve a program called Adopt A Boom to allow citizens to provide for fireworks display, Paxton Cavin 2nd. The vote – All Yea.
4. Consideration, discussion and possible action to adopt the new fireworks code as presented including an added deposit fee for fireworks stand. (Item 17) Motion was made by Jenni White to adopt Ordinance No. 2017-06-13, AN ORDINANCE AMENDING SECTION 10-303 OF THE CODE OF ORDINANCES, MODIFYING LIMITING AND RESTORING THE TIME WITHIN WHICH FIREWORKS MAY BE USED, FIRED AND/OR DISCHARGED WITHIN THE TOWN LIMITS AND DECLARING AN EMERGENCY, Ron Henry 2nd. The vote – All Yea. Jenni White made a motion to adopt the EMERGENCY CLAUSE of Ordinance 2017-06-13, Jason Roach 2nd. The vote – All Yea. Jenni White made a motion to adopt the POLICY REGARDING DEPOSIT FOR FIREWORKS STANDS WITHIN THE LIMITS OF THE TOWN OF LUTHER, OKLAHOMA, Ron Henry 2nd. The vote – All Yea. {Copy of Policy attached to minutes}
5. Consideration, discussion and possible action to reconvene the Park Commission as provided for by Section 11-101 through 11-108. (Item 18) No Action.
6. Consideration, discussion and possible action to adopt Park Commission policy as presented. (Item 19) No Action.
7. Consideration, discussion and possible action to approve and sign the yearly Oklahoma County Equipment contract for Luther Fire Department. Motion was made by Ron Henry to approve and sign the Oklahoma County Equipment Contract, Paxton Cavin 2nd. The vote – All Yea.
8. Consideration, discussion and possible action to pay for a three year Fireworks Operator’s License for Jason Miller in the amount of $75.00. Ron Henry made a motion to pay for the three year Fireworks Operator’s License for Jason Miller, Paxton 2nd. The vote – All Yea.
9. **New Business:** In accordance with the Open Meeting Act, Title 25 O.S. 311.A.9, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda. – No New Business.
10. **Citizen participation:**  Citizens may address the Board during open meetings on any matter on the agenda prior to the Board taking action on the matter. On any item not on the current agenda, citizens may address the Board under the agenda item Citizen Participation. Citizens should fill out a Citizen’s Participation Request form and give it to the Mayor. Citizen Participation is for information purposes only, and the Board cannot discuss, act or make any decisions on matters presented under Citizens Participation. Citizens are requested to limit their comments to two minutes. No Citizens to comment.
11. **Adjourn.** Jenni White made a motion to adjourn, Jason Roach 2nd. The vote – All Yea.

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Scherrie Pidcock, Office Coordinator