**BOARD OF TRUSTEES FOR THE TOWN OF LUTHER**

**REGULAR MEETING AGENDA**

**MINUTES**

In accordance with the Open Meeting Act, Section 311, The Town of Luther, County of Oklahoma, 119 S. Main Street, hereby calls a Regular Meeting of the Luther Board of Trustees, Tuesday, **September 12th at 7:00 p.m. at The Luther Community Building, 18120 East Hogback Road, Luther, OK 73054.**

1. **Call to order.**
2. **Invocation** – Paul Calkin, Luther Methodist Church
3. **Presentation of Colors -** Boy Scout Troup 344
4. **Pledge of Allegiance**

**Items 1 through 4: No Action**

1. **Roll Call… R. Henry absent**
2. **Determination of a quorum… Yes**
3. **Recognition of community members and employees for outstanding efforts.** Sheila Farmer with 4 Our Community on efforts to beautify and restore the Softball Fields.
4. **Report** from Kasey Wood, Chairman of the Parks Commission regarding a proposed Family Friendly Halloween event.
5. **Report** from Jason Roach, Liaison to the New Rural Urbanism Committee on the current status of the Town of Luther Master Plan.
6. **Report** from Fire Chief John Brown Sr. or Brett Conner regarding Fire Prevention Week.

**Items 7 through 10: No Action**

1. **Approval of the minutes for August 8th, 2017** as prepared by the Town Clerk/Treasurer and subject to additions or corrections by the Board of Trustees**.**

**Motion to approve: P. Cavin… 2nd: J. Roach… 4 Yes votes**

1. **Report of the Treasurer.**

**Motion to approve: P. Cavin… 2nd: J. White… 4 Yes votes**

1. **Review of claims including payroll.**

**Motion to approve: J. White… 2nd: T. Langston… 4 Yes votes**

1. **Trustee Comments.**
2. **Review of Mr. Hester’s property clean-up progression.**
3. **Review of Mr. Field’s plan to continue improvements to the AME-owned property next to the church.**

**Items 14 through 16: No Action**

**Trustee One (Paxton Cavin)**

1. Consideration, discussion, and possible action to accept the $200.00 donation made to the Luther Police Department into the Town of Luther General Fund to be earmarked for Police Department expenses.

**Motion to accept donation as written: P. Cavin… 2nd: J. Roach… 4 Yes votes**

1. Consideration, discussion, and possible action to pay for hotel accommodation at a rate of $119/night for 1 night and per diem at a rate of $51.00 per person per day for 2 days for Brett Conner and Mike Oliver while attending the Advanced Agriculture and Rural Criminal Investigations Training in Ada, Oklahoma on September 20-21, 2017.

**Motion to approve: P. Cavin… 2nd: J. White… 3 Yes votes… T. Langston.. No**

1. Consideration, discussion, and possible action to purchase ammunition for police officers to use for weapons qualification.

**Motion to approve, not to exceed $500.00: P. Cavin… 2nd: T. Langston… 4 Yes votes**

1. Consideration, discussion, and possible action to approve a rifle/personally-owned weapon policy for the Luther Police Department.

 **Motion to approve: P. Cavin… 2nd: J. White… 4 Yes votes**

1. Consideration, discussion, and possible action to add the Police Department to the Town of Luther’s existing Xcel IT plan for an additional cost of $445 per month.

**Motion to approve: P. Cavin… 2nd: J. White… 4 Yes votes**

1. Consideration, discussion, and possible action to purchase one 12” See-All Round Glass Convex Mirror from Office Depot at an estimated cost of $46.09 to be placed in the Police Department Lobby for added safety and security.

**Motion to approve: J. Roach… 2nd: P. Cavin… 4 Yes votes**

1. Consideration, discussion, and possible action to approve repairs to Officer Blackwell’s patrol vehicle to include new tires, and oil cooler adapter, and resolving an oil leak

 **Motion to approve $670.00 for repairs: J. Roach… 2nd: J. White… 4 Yes votes**

1. Consideration, discussion, and possible action to assess Chief of Police Applications submitted, determine an application close date, and establish a plan to proceed.

**Motion to close application acceptance on the 13th of September & pick 8 applicants per board member: P. Cavin… 2nd: J. White… 4 Yes votes**

1. Consideration, discussion and possible action to adopt an Ordinance amending Section 15-1402 of the Code of Ordinance of the Town of Luther providing for doubling the fines for school zone violations.

**Motion to approve ordinance as written: J. Roach… 2nd: P. Cavin… 4 Yes votes**

1. Consideration, discussion and possible action to adopt the emergency clause the Ordinance amending Section 15-1402.

**Motion to approve emergency clause as written: P. Cavin… 2nd: T. Langston… 4 Yes votes**

1. Consideration, discussion and possible action to adopt an Ordinance amending Section 1-108 of the Code of Ordinance of the Town of Luther amending the general penalty provisions raising the maximum fine on speeding to $200.00 and $750.00 on all other offenses.

**Motion to approve ordinance as written: P. Cavin… 2nd: J. Roach… 4 Yes votes**

1. Consideration, discussion and possible action to adopt the emergency clause the Ordinance amending Section 1-108.

**Motion to approve emergency clause as written: P. Cavin… 2nd: J. White… 4 Yes votes**

1. Consideration, discussion and possible action to adopt an Ordinance adding Section 6-131 to the Code of Ordinance of the Town of Luther providing for a $15.00 technology fee.

**Motion to approve ordinance as written: P. Cavin… 2nd: J. Roach… 4 Yes votes**

1. Consideration, discussion and possible action to adopt the emergency clause for the Ordinance adding Section 6-131.

**Motion to approve emergency clause as written: P. Cavin… 2ndT. Langston… 4 Yes votes**

1. Consideration, discussion and possible action to adopt a Resolution setting a bond schedule that lists bond amount, court cost and maximum fine on listed offenses effective immediately or no later than November 1, 2017.

**Motion to approve and adopt resolution as written: P. Cavin… 2nd: J. White… 4 Yes votes**

**Trustee Two (Ron Henry)**

**Trustee Three (Trandy Langston)**

1. Consideration, discussion and possible action to adopt the Lease Agreement for any Town-Owned property.

**Motion to approve lease agreement: T. Langston… 2nd: J. White… 4 Yes votes**

1. Consideration, discussion and possible action to create a one year Lease Agreement between the Town of Luther Trustees and the Luther Public Schools to include the furthest north and west baseball field (high school baseball field) at a cost to LPS of $500.00.

**Motion to approve lease agreement at $500.00 per year for trash, sewer & water with maintenance on the school for the baseball fields for one year: T. Langston… 2nd: J. White… 4 Yes votes**

1. Consideration, discussion and possible action to create a four-month Lease Agreement between the Town of Luther Trustees and the Luther Public Schools for use of the softball field between the dates of July 1st and October 31st, 2017 at a cost to LPS of $167.00.

**Motion to approve 4 month lease agreement, July 1st through October 31st, at $167.00 for trash, sewer & water with maintenance on the school for the softball field: T. Langston… 2nd: J. White… 4 Yes votes**

1. Consideration, discussion and possible action to adopt the Social Media Guidelines for all Town of Luther Employees.

**Motion to adopt guidelines as written: T. Langston… 2nd: J. Roach… 4 Yes votes**

1. Consideration, discussion, and possible action regarding the surveyor being used to create the legal description for the proposed 2.5 acres being placed for bids.

**Motion to approve moving $2500.00 to the survey bid for the bank: T. Langston… 2nd: J. White… 4 Yes votes**

**Trustee Four (Jason Roach)**

**Trustee Five (Jenni White)**

1. Consideration, discussion and possible action to adopt the date of Saturday, October 28th as the official 2017 celebration date for Halloween in the Town of Luther.

**Motion to approve Saturday October 28 as the date the Town festivities will take place for Halloween, but leaving the 31st open, if citizens want to observe Halloween on the traditional date: J. White… 2nd: P. Cavin… 4 Yes votes**

1. Consideration, discussion and possible action to allow the Parks Commission to move forward with their plan for a community Halloween event to be financed by donations. A finalized plan will be submitted by the Commission to the Board at the October 10th meeting.

**Motion to approve as written: J. White… 2nd: P. Cavin … 4 Yes votes**

1. Consideration, discussion and possible action to pay Eastern Oklahoma County Vo-Tech $388.20 for the decals and lettering Luther Fire agreed to have placed on the OG&E-donated EMS-dedicated truck.

**Motion to approve as written: J. White… 2nd: T. Langston … 4 Yes votes**

1. Consideration, discussion and possible action for Fire Department funds to pay for Fire Prevention Week packets for elementary students at a cost of no more than $1,000.

**Motion to approve funds, not to exceed $600.00: J. White… 2nd: T. Langston … 4 Yes votes**

1. Consideration, discussion and possible action to approve placement of a filing cabinet at the fire station to contain files for documents pertaining to the Luther Firefighters Association.

**Motion to approve as written: J. White… 2nd: J. Roach … 4 Yes votes**

1. Consideration, discussion and possible action to amend Town of Luther Ordinance, Section 8-116 Burning Weeds, Permit Required, Liability, Sections A., B., and E., to add the words, “grass, leaves, limbs or other refuse”.

**Motion to approve amending ordinance as written: J. White… 2nd: T. Langston… 4 Yes votes.**

1. Consideration, discussion and possible action to adopt the emergency clause the Ordinance amending Section 8-116, Sections A., B., and E.

**Motion to approve emergency clause as written: J. White… 2nd :P. Cavin… 4 Yes vote**

1. Consideration, Discussion and possible action to conduct a nuisance hearing on the Eva Mae Reed LF EST, Sandra Yvonne Johnson, Jesse J. Eakers Jr. property located at The East Thirty-seven (37) feet of Lots Thirteen (13) and Fourteen (14) and all of Lots Fifteen (15), Sixteen (16), Seventeen (17) and Eighteen (18) in Block One (1), in the Original Townsite of the Town of Luther, Oklahoma County, Oklahoma, as shown by the recorded plat thereof.

And the said parties of the first part hereby expressly reserve to EVA MAE REED, her heirs and assigns, the full benefit and use of the above-described premises, and all rents, issues and profits thereof, for and during her natural life.

Less and Except the West 84 feet of Lots 15, 16, and 17, Block 1, in the original Townsite of the Town of Luther, Oklahoma County, Oklahoma which was previously conveyed and filed of recorded on June 2, 1964, in Book 3055 At Page 153., to make a finding whether or not 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.

**Motion to move that the Board make a finding that the condition of the property constitutes a detriment or hazard, and that the property would be benefitted by the removal of such conditions, and that the Town take steps for the removal of the dilapidated structure: J. White… 2nd :T. Langston… 4 Yes vote**

1. **Acting as the Town of Luther Board of Zoning Appeals** consideration, discussion and possible action to grant a variance on the 10 acre requirement for Agricultural Zoning to allow a 2 acre lot split for a tract of land located in the southeast quarter of Section 12 Township 14N Range 1W of the Indian Meridian, Oklahoma County, Oklahoma (being more particularly described as follows: commencing at the southeast corner of said southeast quarter; thence S 89° 58’ 57” W on the south line of said southeast quarter (being the basis of bearing for this legal description) for a distance of 680.17’ to the point of beginning; thence continuing S 89° 58’ 57’’ W for a distance of 330.00’; thence N 00 degrees 23’ 29’’ W and parallel with the E line of said southeast quarter for a distance of 264.00’; thence north 89° 58’ 57’’ E for a distance of 330.00’; thence S 00° 23’ 29’’ E for a distance of 264.00’ to the point of beginning.)

**Motion to approve variance as written: J. White… 2ndT. Langston… 4 Yes vote**

1. **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.

**46/ A - Motion to approve $20.00 donation from George Henderson to the Luther Police Department for the purchase of ammunition: P. Cavin… 2ndT. Langston… 4 Yes vote**

**46/ B - Motion to approve donation from Judge Stephen Haynes to the Luther Police Department in the form of 250 rounds of .40 S & W ammunition: P. Cavin… 2nd  :J. Roach… 4 Yes vote**

1. **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 Action**

1. **Adjourn.**

**Motion to adjourn. White… 2nd : P. Cavin… 4 Yes vote**

\_\_\_\_\_\_Minutes transcribed 09/17/2017 by\_\_\_\_\_\_

Kim Bourns, Town Clerk/Treasurer

\*Agenda Posted Monday, September 11th 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 7:00pm