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

**SPECIAL 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 Special Meeting of the Luther Board of Trustees, Thursday, **June 28, 2018 at 6:30 p.m. at The Luther Community Building, 18120 East Hogback Road, Luther, OK 73054.**

1. **Call to order.**
2. **Roll Call… All Present**
3. **Determination of a quorum… Yes**
4. **Pledge of Allegiance.**

**Trustee One (Paxton Cavin)**

1. Consideration, discussion, and possible action to purchase a 2013 Ford Explorer from Joe Watt Police Cars for $8,500.00.

**Motion to approve as written: P. Cavin… 2nd: J. White… Four Yes votes, T.Langston votes No.**

1. Consideration, discussion, and possible action to outfit the 2013 Ford Explorer at an estimated cost of $3,860.00.

**Motion to approve as written: P. Cavin… 2nd: L. Jackson… Unanimous Yes vote.**

**Trustee Two (Lea Ann Jackson)**

1. Consideration, discussion and possible action regarding starting the application process for the open utility clerk position, including whether such position will be full-time or part-time, revised job description, revised position title, rate of compensation, possible impact on other employees job descriptions and rate of compensation for their possible new duties.

**Motion to approve hiring process for part time Receptionist/ File Clerk (on the Town payroll) at a pay rate between $8.00 to $12.00 depending on experience, averaging 30 hours per week: L. Jackson… 2nd: P. Cavin… Unanimous Yes vote.**

**Trustee Three (Trandy Langston)**

1. Consideration, discussion, and possible action regarding the permitting process, approval process, or any other discussion as it pertains to​​​​ town permits.

**No Action**

1. Consideration, discussion, and possible action regarding the updating and adoption  of the complaint procedure policy drafted by Mr. Winton.

**Motion to approve as written: J. Roach… 2nd: L. Jackson… Unanimous Yes vote.**

1. Consideration, discussion, and possible action regarding approval or direction of our attorney for further changes for the Armstrong Head Start lease prepared by Mr. Winton.

**Motion to approve town attorney to move forward and request lease requirements as they pertain to both parties: T. Langston… 2nd: J. Roach… Unanimous Yes vote.**

1. Consideration, discussion, and possible action regarding the next step or selection of a street name for the current street that lay north and south between the new BancFirst building and Dollar General.

**Motion to approve an online vote of the people to choose a name between Cox Lane, Pecan St. & Aldridge Ave. Voting to begin July 2nd and end July 9th : T. Langston… 2nd: J. White… Unanimous Yes vote.**

**Trustee Four (Jason Roach)**

**Trustee Five (Jenni White**)

1. Consideration, discussion and possible action to pay the dues to remain a member of Keep Oklahoma Beautiful organization at a cost of $200.00.

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

1. Open discussion with the public pertaining to Town business, L.P.W.A. business and/or other topics deemed relevant. No action will be taken during this item.

**No Action**

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: T. Langston… 2nd: L. Jackson… Unanimous Yes vote.**

\_\_\_transcribed 06/30/2018 by\_\_\_\_

Kim Bourns, Town Clerk/Treasurer

\*Agenda Posted Tuesday, June 26, 2018 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 6:30 pm.