

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

**REGULAR MEETING AGENDA**

 **MINUTES**

In accordance with the Open Meeting Act, Title 25, Section 311 of the Oklahoma Statutes, the Town of Luther, County of Oklahoma, 119 S. Main Street, hereby calls a **Regular Meeting of the Luther Board of Trustees, Tuesday, May 14th, 2019 at 7:00 p.m. at The Luther Community Building, 18120 East Hogback Road, Luther, OK 73054.**

1. **Call to order.**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call… T. Langston absent.**
5. **Determination of a quorum… Yes.**
6. **Approval of the Consent Agenda:**
7. Previous Meeting’s Minutes
8. Treasurer’s Report
9. Review of Claims
10. Payroll

 **Motion to approve the Consent Agenda: J. White… 2nd: B. Hall… 4 yes votes.**

1. **Trustee Comments.**

**No Action**

**Trustee Five (Jenni White)**

1. Consideration, discussion and possible action to appoint a Mayor.

**Motion to appoint Jenni White as Mayor: B. Hall… 2nd: J. Schwarzmeier… 4 yes votes.**

1. Consideration, discussion and possible action to appoint a Vice/ Deputy Mayor.

**Motion to appoint Paxton Cavin as Vice/ Deputy Mayor: J. White… 2nd: J. Schwarzmeier… 4 yes votes.**

1. Consideration, discussion and possible action to appoint a liaison for Town Hall/ office.

**Motion to appoint Jeff Schwarzmeier as liaison to Town Hall: J. White… 2nd: J. Schwarzmeier… 4 yes votes.**

1. Consideration, discussion and possible action to appoint a liaison for the L.P.W.A. / Maintenance.

**Motion to appoint Brian Hall as liaison to LPWA/ Maintenance: J. White… 2nd: B. Hall… 4 yes votes.**

1. Consideration, discussion and possible action to appoint a liaison for the Police Department.

**Motion to appoint Paxton Cavin liaison to the Police Department: J. White… 2nd: B. Hall… 4 yes votes.**

1. Consideration, discussion and possible action to appoint a liaison for the Fire Department.

**Motion to appoint Jenni White liaison to the Fire Department: J. White… 2nd: B. Hall… 4 yes votes.**

1. Consideration, discussion and possible action to appoint a liaison for the Planning Commission & Board of Adjustments.

**Motion to appoint Trandy Langston liaison to the Planning Commission & Board of Adjustments: J. White… 2nd: J. Schwarzmeier … 4 yes votes.**

1. Consideration, discussion and possible action to select a Delegate from our Board to work with ACOG (Association of Central Oklahoma Governments).

**Motion to appoint Jenni White as delegate to ACOG with Brian Hall & Paxton Cavin as back up delegates: J. White… 2nd: B. Hall… 4 yes votes.**

**Trustee One (Paxton Cavin)**

1. Consideration, discussion, and possible action to renew annual subscription service with DigiTicket at a cost of $825 per month for 1 year ($9,900.00 year total) if paid monthlyor we would get a 2% discount of $16.50 per month if paid 6 months in advance or $808.50 x 6 months or $4,851.00. One full year $9,702 < $9,900.00 ($198.00).

**Motion to approve paying a full year @ $9,702.00: P. Cavin… 2nd: J. Schwarzmeier … 4 yes votes.**

1. Consideration, discussion, and possible action regarding the posting and advertisement of the Chief of Police position.

**No Action**

1. Consideration, discussion, and possible action regarding the adoption of a step increase pay scale.

**Motion to approve as written, effective July 1, 2019: P. Cavin… 2nd: J. White… 4 yes votes.**

1. Consideration, discussion, and possible action regarding any necessary changes to the School Resource Officer contract.

**No Action**

**Trustee Two (Brian Hall)**

**Trustee Three (Trandy Langston)**

**Trustee Four (Jeff Schwarzmeier)**

**Trustee Five (Jenni White)**

1. Consideration, discussion and possible action to authorize USTI to program our system so that we can generate reports and send them to LexisNexis to publish court records for all Luther Municipal Court citations from January 1st, 2013 to current date. The quote from USTI was $1200 and LexisNexis has already sent us a check; awaiting board approval to proceed.

 **Tabled to May 23rd, 2019 meeting.**

1. Consideration, discussion and possible action to adjust the fine schedule.

**No Action.**

1. Consideration, discussion and possible action to adjust the School Zone speed limits.

**No Action.**

1. Consideration, discussion and possible action regarding the downtown BancFirst building to maximize the usage needs for Town Hall prior to moving into that building.

**No Action.**

1. Consideration, discussion and possible action to approve, adjust or otherwise continue work on the Town’s Annual Budget and set a date for a Public Hearing to share that information with the citizens of Luther.

**Action to the Clerk to set a Public Hearing 6:30 pm on June 11, 2019.**

1. Consideration, discussion and possible action to purchase Vehicle Extrication Equipment for the Luther Fire Department. This is battery operated equipment as opposed to hydraulic. Time and accessibility are the main factors for this change. The estimate is for $31,974.00.

**Motion to approve as written for $31,974.00: J. White… 2nd: P. Cavin… 4 yes votes.**

**All Board Members**

1. Consideration, Motion and Vote to Enter Into Executive Session.

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

 **Motion to go into Executive Session: P. Cavin… 2nd: J. White… 4 yes votes.**

Discussion will follow concerning the employment, hiring, promotion, discipline, and terms of employment of the Interim Police Chief, Tony Walker as provided for in Title 25,Section 307(B)(1) of the Oklahoma Statutes.

Discussion about the employment and compensation for Niki Taylor.

Discussion about the employment and compensation for Scherrie Pidcock.

**Following action items pertaining to the discussions in Executive Session.**

**Mayor reconvenes into Regular Session.**

1. Consideration, discussion and possible action concerning the employment, hiring, promotion, discipline, and terms of employment of the Interim Police Chief, Tony Walker.

**Motion to promote Tony Walker to the position of Chief of Police, at a starting annual salary of $41,600.00 with a probationary period of 90 days and an evaluation at the August 13th Regular Board Meeting. Mandatory Public Relations Training, in person or online to be completed within the 90 day probationary period: P. Cavin… 2nd: J. Schwarzmeier … 4 yes votes.**

1. Consideration, discussion and possible action to adjust the pay structure for Niki Taylor; Court & Utility Clerk.

**Motion to approve a pay increase @ $1.00 per hour effective July 1, 2019: J. White… 2nd: P. Cavin… 4 yes votes.**

1. Consideration, discussion and possible action to adjust the pay structure for Scherrie Pidcock; Town Manager.

**Motion to approve a pay increase @ $1.33 per hour effective July 1, 2019: J. White… 2nd: B. Hall… 4 yes votes.**

1. **New Business:** In accordance with the Open Meeting Act, Title 25 O.S. 311.A.9of the Oklahoma Statutes, 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**

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: J. White… 2nd: P. Cavin,,, 4 yes votes.**

\_\_\_**transcribed 5/15/2019 by**\_\_\_\_

Kim Bourns, Town Clerk/Treasurer

\*Agenda Posted Monday, May 13th, 2019 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 pm.