

**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, December 10th, 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… All Present.**
5. **Determination of a quorum… Yes.**
6. **Approval of the Consent Agenda,** Previous Meeting’s Minutes11-12-2019 Reg., Treasurer’s Report, Review of Claims including Payroll.

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

1. **Trustee Comments… No Action.**
2. **Presentation and discussion from Wes Smithwick, with Smithwick Consulting, regarding economic development opportunities and business growth and retention for the Town of Luther… No Action.**

**Trustee One (Terry Arps)**

1. Consideration, discussion and possible action to open applications for the Chief of Police and/or appoint Interim Chief Johnny Leafty to the position.

**Motion to approve promoting Chief Leafty to position of Chief of Police at a pay rate of $20.00 per hour: T. Arps… 2nd: J. White… Four Yes votes... T. Langston… No vote.**

1. Consideration, discussion and possible action concerning promotion of Officer Christopher Fetters to the rank of Captain. The increased pay rate is $17.50 per hour.

**Motion to approve as written: T. Arps… 2nd: T. Langston… Unanimous Yes vote.**

1. Consideration, discussion and possible action on hiring local resident Jeremey Ledford as a police officer. Officer Ledford is scheduled to graduate from the reserve academy on December12, 2019.

**Motion to approve as written with 1 year probation: T. Arps… 2nd: T. Langston… Unanimous Yes vote.**

1. Consideration, discussion and possible action to amend Agenda Item 23 from the October 8th 2019 Regular Town meeting concerning specifics of the purchase of body armor for the Luther Police Department.

**No Action.**

1. Consideration, discussion and possible action establishing the conditional purchase of body armor for Town Police Officers.

**No Action.**

**Trustee Two (Brian Hall)**

1. Consideration, discussion and possible action to transfer $6,000.00 from the General Fund to LPWA to cover LPWA expenses.

**Motion to approve as written: B. Hall… 2nd: T. Arps… Unanimous Yes vote.**

**Trustee Three (Trandy Langston)**

1. Consideration, discussion and possible action to ratify remodel change orders for the bank & Police Dept. buildings construction project.

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

1. Consideration, discussion and possible action to accept office furniture donation from Judge Stephen Haynes.

**Motion to approve as written: T. Langston… 2nd: J. Schwarzmeier… Unanimous Yes vote.**

1. Consideration, discussion and possible action to surplus excess office furniture.

**Tabled until January 14th meeting.**

1. Consideration, discussion and possible action to buy new executive office chairs for the new meeting room/ court / trustees bench area.

**Tabled until January 14th meeting.**

1. Consideration, discussion and possible action to purchase 50 stackable/ folding chairs for the new meeting/ court room.

**Motion to approve as written: J. White… 2nd: B. Hall… T, Arps, T. Langston, J. Schwarzmeier vote No... J. White, B. Hall vote yes… Motion Fails.**

1. Consideration, discussion and possible action to purchase 8 ft. folding tables for training classes/ conferences, etc.

**Tabled until January 14th meeting.**

**Trustee Four (Jeff Schwarzmeier)**

**Trustee Five (Jenni White)**

1. Consideration, discussion and possible action to select a date for an Open House to share the new Town Hall/Police Department/Bank Renovation with the Town.

**Motion to approve January 14, 2019 from 5:00 pm to 7:00 pm for the Open House: J. White … 2nd: T. Langston … Unanimous Yes vote.**

1. Consideration, discussion and possible action to determine a budget and all associated decisions required to purchase snacks for the Open House.

**Motion to approve $150.00 for the Open House budget: T. Langston… 2nd: J. White… Unanimous Yes vote.**

1. Consideration, discussion and possible action to purchase a new Windows 10 server for Town Hall for no more than $3,000.

**Motion to approve purchasing a TeleCom Server for $2,565.00: T. Langston… 2nd: J. White… Unanimous Yes vote.**

1. Consideration, discussion and possible action to re-appoint Jennifer Edmunson to the Library Commission for our District.

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

1. Consideration, discussion and possible action to accept the Audit prepared for the Town of Luther by Russell and Williams, CPA a report of which was presented at the November regular meeting.

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

1. Consideration, discussion and possible approval of the Notice of Availability of Annual Audit and directing publication in accordance with state statute.

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

1. Consideration, discussion and possible action to accept and sign the contract for the Community Development Block Grant project **CDBG-W/S Const-2019-LUTHER TO-00086, Contract # 17522 CDBG 19.**

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

1. Consideration, discussion and possible action regarding the continuing advertising for a Code Enforcement Officer position within the Town.

**No Action.**

1. Consideration, discussion and possible action to have the Town Attorney draft and send a letter to Jason Miller regarding the lapse in promissory note payments.

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

1. Consideration, discussion and possible action to purchase 18 helmet lights for Luther Fire Department at a cost of $54.00 each ($972.00). Lights will be mounted to individual helmets for lighting, but will be the sole property of LFD.

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

1. Consideration, discussion and possible action to purchase a 5 unit light bank complete with charger for the fire engine at a cost of $752.00.

**Motion to approve as written: J. White… 2nd: B. Hall… T. Arps, J. Schwarzmeier vote No, T. Langston, J. White, B. Hall vote Yes… Motion Passes.**

1. Consideration, discussion and possible approval to appoint each member of the Board of Trustees of the Town of Luther to the Luther Economic Development Authority.

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

1. Consideration, discussion and possible action to approve a resolution #2019-15, setting the regularly scheduled, 2020 calendar year, 2nd Tuesday of the month Town meetings .

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

1. Consideration, discussion and possible action to hire a cleaning service for the new Town Hall location.

**Motion to hire A to Z Handyman Service to clean Town Hall twice a month $96.00 per cleaning: J. White… 2nd: J. Scharzmeier… Unanimous Yes vote.**

1. Consideration, discussion and possible action to provide identifying decals for the window at the new Town Hall.

**Motion to approve not to exceed $250.00: J. White… 2nd: B. Hall… Unanimous Yes vote.**

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: T. Langston… 2nd: T. Arps… Unanimous Yes vote.**

\_\_\_**transcribed 12/11/2019 by**\_\_\_\_

Kim Bourns, Town Clerk/Treasurer

\*Agenda Posted Monday, December 9th, 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.