

**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, 108 S. Main Street, hereby calls a **Regular Meeting of the Luther Board of Trustees, Tuesday, January 14th, 2020 at 7:00 p.m. at Town Hall, 108 S. Main St., 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 Minutes, 12092019 Reg., Treasurer’s Report, Review of Claims including Payroll.

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

1. **Trustee Comments.**

**No Action.**

1. **Presentation from Bancfirst’s Lori Vaughn.**

**No Action.**

**At this time: Motion to jump to Item 36 Citizen Participation to hear from a citizen on a sewer issue: J. White… 2nd: T. Langston… Unanimous Yes vote.**

**After discussion… Motion to Return to Item 9: J. White… 2nd: T. Langston… Unanimous Yes vote.**

**Trustee One (Terry Arps)**

1. Consideration, discussion and possible action to adopt Luther Police Department Safety Vest Policy.

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

1. Consideration, Discussion and possible action concerning repair/replacement of transmission

on the Luther PD 2016 Ford Explorer.

**Motion to approve repair but vendor will produce photos and documentation to verify damage was from a previous wreck and Scherrie (Town Manager) will contact OMAG to seek supplemental coverage if possible, repairs not to exceed $4,113.02.: T. Arps… 2nd: J. Schwarzmeier… Unanimous Yes vote.**

**Trustee Two (Brian Hall)**

1. Consideration, discussion and possible action to transfer $6,000.00 from the Town’s General Fund to LPWA for operating expenses.

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

1. Consideration, discussion and possible action to explore an increase in the town’s sales tax revenue.

**No Action**.

1. Consideration, discussion, and possible action to re-assign Airosurf rental agreement check $250.00 from Town’s General Fund to be deposited into LPWA general fund.

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

**Trustee Three (Trandy Langston)**

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

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

**Item tabled from the December 12, 2019 meeting.**

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

**No Action.**

**Item tabled from the December 12, 2019 meeting.**

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

**No Action**.

**Item tabled from the December 12, 2019 meeting.**

1. Consideration, discussion and possible action to suspend the 4th Thursday “Planning” meeting on January 23rd.

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

**Trustee Four (Jeff Schwarzmeier)**

1. Consideration, discussion and possible action to renew the lease agreement for fields 1, 2 & 3 and the concession stand with the Little League. Fields 1, 2 & the concession stand from 01/14/2020 through 04/30/2020 and field 3 from 01/14/2020 through 06/30/2020 for $ 150.00.

**Motion to approve as written with date corrections as follows; Fields 1, 2 & the concession stand from 01/14/2020 through 09/30/2020 and field 3 from 01/14/2020 through 06/30/2020 for $ 150.00.: J. Schwarzmeier… 2nd:B. Hall … 4 Yes votes… T. Langston recused herself and left the meeting prior to the vote, returning after the vote… motion passes.**

**Trustee Five (Jenni White)**

1. Consideration, discussion, and possible action to approve Resolution 2020-01, a Resolution approving the Town of Luther's Hazard Mitigation Plan, the purpose of which is to identify, assess, and reduce the long-term risk to life and property from hazardous events such as flooding, severe storms, extreme heat, and wind events.

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

1. Consideration, discussion, and possible action to identify professional development and anti-harassment online training courses for Town employees for calendar year 2020.

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

1. Consideration, discussion and possible adoption of Ordinance No. 2020-01, an Ordinance of the Town Of Luther, Oklahoma, adding Section 6-132 of The Code of Ordinances of The Town of Luther, Oklahoma, pertaining to Failure To Appear and specifically making it a crime not to appear after being issued a citation and released on recognizance or posting a bond or following a Court Appearance; Providing for Repealer; Providing for Severability; and Declaring An Emergency.

**Motion to adopt Ordinance No. 2020-01: J. White… 2nd: T. Langston… Unanimous Yes vote.**

**Motion to declare Emergency Clause for Ordinance No. 2020-01: J. White… 2nd: J. Schwarzmeier… Unanimous Yes vote.**

1. Consideration, discussion, and possible adoption of Ordinance No. 2020-02, an Ordinance Amending Chapter 4, “Offenses Against The Health, Welfare And Morals,” of The Code Of Ordinances of The Town Of Luther, Oklahoma, and Specifically Adding Section 10-423, “Definitions,” to Provide Definitions Applicable to Smoking in Public Places and Indoor Workplaces; Adding Section 10-424, “Prohibition Against Smoking,” to Set Forth Prohibitions in Accordance With State Law on the Possession Of Lighted Tobacco and Other Tobacco Products; Adding Section 10-425, “Exemptions,” Which Sets Forth Exemptions; Adding Section 10-426, “Designated Smoking Rooms And Areas,” Which Provides for Smoking Rooms and Areas; Adding Section 10-427, “Posting,” Which Sets Forth The Requirement of Posting Signs Prohibiting Smoking; Adding Section 10-428, “Violation and Penalty,” Which Provides That Violation of This Article as a Misdemeanor Punishable by a Fine of Not Less Than $10.00 and Not More Than $100.00; Adding Section 10-429, “Enforcement,” Requiring the Posting of Signs and Asking Smokers o Refrain From Smoking; Providing for Severability; Repealing all Ordinances or Parts of Ordinances in Conflict; and Declaring An Emergency.

**Motion to adopt Ordinance No. 2020-02: J. White… 2nd: J. Schwarzmeier… Unanimous Yes vote.**

**Motion to declare Emergency Clause for Ordinance No. 2020-02: J. White… 2nd: J. Schwarzmeier… Unanimous Yes vote.**

1. Consideration, discussion and possible action to approve the purchase of 50 stacking chairs to be used in the Town court room at a cost of no more than $1,100.00.

**Motion to approve purchasing 30 stacking chairs not to exceed $800.00: J. White… 2nd: B. Hall… Three Yes votes… T. Arps & J. Schwarzmeier vote No. Motion Passes**

1. Consideration, discussion and possible action to explore an increase in the Town's water and sewer rates.

**No Action.**

1. Consideration, discussion and possible action to explore an increase in the Town's trash rates.

**No Action.**

1. Consideration, discussion and possible action to accept a quote, not to exceed $2,250.00 to fix the front of the former police department building in order to stop internal water leaks.

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

1. Consideration, discussion and possible action to instruct the Mayor to sign Resolution 2020-02, ordering payment for the contractors on the Community Development Block Grant project **CDBG-W/S Const-2019-LUTHER TO-00086, Contract # 17522 CDBG 19** water project.

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

1. Consideration, discussion and possible action to examine the change in fee structure which would occur if the Board were to make changes to the Town accounts held by BancFirst in order to improve their fraud resistance.

**No Action.**

1. Consideration, discussion and possible action to purchase a conference table for the new Town Hall not to exceed $500.00.

**Motion to approve as written: J. White… 2ndJ. Schwarzmeier… 4 Yes votes… T. Langston votes No.**

1. Consideration, discussion and possible action to determine how Public Works will be funded by the Town to prevent future shortfalls since the LPWA does not support itself via current water, sewer and trash rates.

**No Action.**

1. Consideration, discussion and possible action to purchase 5 sets of C-A-T Tourniquets for the fire department, not to exceed $100.00 (Approx. 3 pack / Price $14.99 x 5 = $74.95).

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

1. Consideration, discussion and possible action to purchase Microsoft Office Pro or 365 for the fire department for the 2 new PC's that were replaced last year at a cost not to exceed $100.00. (Approx. Price $39.00 x 2 =$78.00)

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

1. Consideration, discussion and possible action to purchase AED (Automated External Defibrillator) Replacement Battery not to exceed $400.00 (Approx. $377.00 x 1).

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

1. Consideration, discussion and possible action to purchase Extrication Gloves for the fire department not to exceed $800.00 (Quote $42.00 x 18=$756.00).

**Motion to approve purchasing 9 pair @$42.00 each: J. White… 2nd: T. Arps… 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: J. White… 2nd: T. Langston… Unanimous Yes vote.**

\_\_\_**transcribed 01/15/2020**\_\_\_\_\_\_

Kim Bourns, Town Clerk/Treasurer

\*Agenda Posted Monday, January 13th, 2020 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.