

**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, April 14th, 2020 at 7:00 p.m. at Town Hall, 108 S. Main St., Luther, OK 73054.**

**PLEASE NOTE: This meeting will be held at the physical location of 108 South Main, Luther, Oklahoma, 73054. However, given the concern of COVID-19 and the Oklahoma State of Emergency, the physical location will be closed to the public. This meeting will be held via live video on the Town’s YouTube Channel and broadcast live on the Town of Luther website. Please read below for instructions on how to view the meeting and submit questions and/or comments for the Board.**

**The following board members will appear at the physical location of the meeting: Jenni White, Brian Hall, Jeff Schwarzmeier.**

**The following board members will be present via teleconference and live from their homes: Trandy Langston and Terry Arps.**

1. **Call to order.**
2. **Invocation.**
3. **Pledge of Allegiance.**
4. **Roll Call… All Present… T. Langston and T. Arps via Teleconference…**
5. **Determination of a quorum… Yes**
6. **Approval of the Consent Agenda,** Previous Meeting’s Minutes **(03102020 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.**

**Trustee One (Terry Arps)**

1. Consideration, discussion and possible action to repair suspension on two Luther PD patrol vehicles.

**Motion to approve as written not to exceed $3,300.00: T. Arps… 2nd: J. White… Unanimous Yes vote.**

1. Consideration, discussion and possible action to purchase scanners and printers for the units to process tickets through ODIS for not more than $5400.00.

**Motion to approve as written not to exceed $5,400.00: T. Arps… 2nd: J. White… Unanimous Yes vote.**

1. Consideration, discussion and possible action to dis-enroll (not renew contract) from Digi-ticket resulting in $9400.00 annual savings.

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

**Trustee Two (Brian Hall)**

1. Consideration, discussion and possible action to transfer $3,000.00 from Town to LPWA for operating expenses.

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

**Trustee Three (Trandy Langston)**

1. Consideration, discussion and possible action related to Town of Luther memberships, including, but not limited to the Oklahoma Municipal League (OML), the Association of Central Oklahoma Governments (ACOG), the Eastern Oklahoma County Partnership (EOCP), the Oklahoma Municipal Alliance (OMA).

**Tabled from the February 27th meeting.**

**Tabled to this meeting.**

**No Action.**

1. Consideration, discussion and possible action to remove authority from the State Fire Marshal for commercial plan review, inspection and permitting and allow the Town Manager to contract with an experienced reviewer/inspector as needed.

**Tabled to the voided March 26th Planning Meeting.**

**Tabled to this meeting.**

**Motion to authorize Town Manager to negotiate a contract and bring before the board for final approval: T. Langston… 2nd: T. Arps… Unanimous Yes vote.**

1. Consideration, discussion and possible action to charge customers needing commercial plan review/building permit/inspection the amount charged to the Town by the inspector hired to review plans and provide building and permit inspection.

**No Action.**

**Trustee Four (Jeff Schwarzmeier)**

**Trustee Five (Jenni White)**

1. Consideration, discussion and possible action to adopt ordinance #2020-04, of the Town of Luther, Oklahoma, amending Part 8, “Health and Sanitation,” of the Code of Ordinances of the Town of Luther, Oklahoma, and specifically Chapter 7, “Land Application of Biosolids;” adding Section 8-701, “Definitions;” adding Section 8-702, “Intent,” which sets forth the intent of the prohibition of land application of biosolids; adding Section 8-703, “Applicability;” adding Section 8-704,

“Biosolids Prohibited;” adding Section 8-705, “Penalty;” which provides the penalty for violation; providing for repealer; providing for severability; and declaring an emergency.

**Tabled from February 27th meeting.**

**Do to public interest; this will be tabled to May 12th, when we can have a safe public meeting.**

1. Consideration, discussion and possible action to provide a price per square foot to Stillwater Railroad for the ownership/right to use the easement to the west of the old Town Hall in order to create a parking lot for downtown.

**Tabled to the voided March 26th Planning Meeting.**

**Tabled to this meeting.**

**Tabled to May 12th meeting.**

1. Consideration, discussion and possible action to contract with BFAC.com for a Town app to keep in touch with residents.

**Tabled to the voided March 26th Planning Meeting.**

**Tabled to this meeting.**

**Tabled to May 12th meeting.**

1. Consideration, discussion and possible action to accept the resignation of Tony Rumple from the Town Emergency Management Committee.

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

1. Consideration, discussion and possible action to appoint Captain Chris Fetters to the Town of Luther’s Emergency Management Committee.

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

1. Consideration, discussion and possible action to ratify the Town of Luther Emergency Management, COVID-19 Response Document created March 25, 2020.

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

1. Consideration, discussion and possible action to determine a date for a work session to begin work on the Town budget for **Fiscal Year 2021.**

**Motion to approve an early 6:00 pm meeting May 12th, prior to May’s Regular 7:00 pm meeting: J. White… 2nd: J. Schwarzmeier… Unanimous Yes vote.**

1. Consideration, discussion and possible action to allow the Town Manager to contract with Broc Calvin (Telecom) to create the necessary internal connections for the April 16th Airosurf installation.

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

1. Consideration, discussion and possible action to order a year's supply of necessary forms for Town of Luther Court and Police Department at a cost of no more than $810.

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

1. Consideration, discussion and possible action to revisit the School Resource Officer contract since school will not be in session for the rest of the 2019-2020 school year.

**Tabled to the April 23rd planning meeting.**

1. Consideration, discussion and possible action to sign the Freedom of Information Resolution provided by Freedom of Information Oklahoma in honor of Sunshine week (March 15-21).

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

1. Consideration, discussion and possible action to sign a resolution presented by the Oklahoma Municipal Assurance Group (OMAG) to amend the agreement establishing OMAG by adding, "The effective date of this agreement shall be June 1, 1977 and shall continue in perpetuity."

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

1. Consideration, discussion and possible action to approve pay application # 3 to Utility Field Services for Community Development Block Grant project **CDBG-W/S Const-2019-LUTHER TO-00086, Contract # 17522 CDBG 19** water project in the amount of $19,788.03.

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

1. Consideration discussion and possible action to purchase two 40' HC shipping containers @ $3,400 each (no more than $7,000 total): one for storage of bunker gear, tools, inventory, etc. and one for structural interior attack training for the fire department.

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

1. **New Business:** In accordance with the Open Meeting Act, Title 25 O.S. 311.A.9 of 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. Reading questions and comments.

**None submitted.**

1. **Adjourn.**

**Motion to adjourn: T. Langston… 2nd: J. White… Unanimous Yes vote.**

\_\_\_**transcribed 04/15/2020 by**\_\_\_

Kim Bourns, Town Clerk/Treasurer

\*Agenda Posted Monday, April 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.

**NOTICE OF TELECONFERENCE OPEN MEETING**

**This meeting will be held via live video on the Town's YouTube channel which can also be accessed on the Town of Luther website.**[**TownofLutherOk.com**](http://townoflutherok.com/)**and navigating to the Information Library tab and selecting "Media" in the dropdown menu. Once you click on the "Media" page, you will see a number of previously uploaded YouTube videos. Please stay on this page and as soon as the video of the meeting goes live, you will see it come up on this page**

**You can also access the video by navigating DIRECTLY to our YouTube Channel at**[**https://www.youtube.com/channel/UCy5qRtSU2WmirLftlkO0gdw/videos**](https://www.youtube.com/channel/UCy5qRtSU2WmirLftlkO0gdw/videos)**and waiting for the video to go live. In order not to miss the live video, you can go to this URL prior to the meeting and "Subscribe" to the Channel. This way you will get a notification when the video is available for viewing.**

**If you have any comments or questions about anything on the agenda, please send these to Town Manager Scherrie Pidcock at**[**office@townoflutherok.com**](mailto:office@townoflutherok.com)**. Your questions and comments will be read during the "Reading Comments and Questions" portion of the agenda during the live broadcast.**