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

**TUESDAY, NOVEMBER 9, 2021, AT 7:00 P.M.**

**LUTHER TOWN HALL**

**108 SOUTH MAIN STREET, LUTHER, OKLAHOMA 73054**

**REGULAR MEETING MINUTES**

1. Call to order **by Mayor Terry Arps**.
2. Invocation **by Jeff Schwarzmeier.**
3. Pledge of Allegiance **was led by Terry Arps**.
4. Roll Call **by Terry Arps. All members were present, Terry Arps, Brian Hall, Carla Caruthers, Jeff Schwarzmeier and Joshua Rowton.**
5. Determination of a quorum **was made by Terry Arps.**
6. Approval of the Consent Agenda,
   1. Approval of the Board Minutes from the meetings of October 12 and 28, 2021
   2. Approval of Claims, including Payroll
   3. Review and Approval of Acting Treasurer’s Report. **Terry Arps made a motion to approve the consent agenda as presented, 2nd by Jeff Schwarzmeier. The Vote: All (5) Yes.**
7. Consideration of Items Removed from the Consent Agenda - **None**
8. Trustee Comments

**Trustee One (Terry Arps)**

1. Consideration, discussion and possible action to approve, deny, or approve with conditions, an application for a Specific Use Permit (SUP) for property generally located at 21625 North Luther Road, Luther, Oklahoma, for purposes of a placing a second residence on an agricultural property. A copy of the proposed application is on file in the office of the Town Clerk at Luther Town Hall. The property is currently zoned A-1, Agricultural, and the legal description is as follows: LUTHER TOWNSHIP 000 000 PT NE4 SEC 16 14N 1E BEING S/2 OF E/2 NE4. **Terry Arps made a motion to approve the application as recommended by the Planning Commission, 2nd by Carla Caruthers. The Vote: All (5) Yes.**
2. Presentation, discussion and possible acceptance of FY 2020-2021 audit by Autumn Williams, Russell & Williams CPA’s, P.C. Autumn Williams presented the 20-21 audit. **Terry Arps made a motion to accept the audit, 2nd by Jeff Schwarzmeier. The Vote: All (5) Yes.**
3. Presentation and open discussion of proposed development plans from Builder Investment Group for residential development. **No Action.**
4. Consideration, discussion and possible action to have the cracked window on the front side of Town Hall replaced. (Tabled from October 28, 2021) **Terry Arps made a motion to approve the quote from Metro Glass in the amount of $1,970.40, 2nd by Brian Hall. The Vote: Four (4) Yes, Jeff Schwarzmeier Abstains. Motion passed.**

**Trustee Two (Brian Hall)**

**Trustee Three (Carla Caruthers)**

1. Consideration, discussion and possible action to purchase a replacement Command Vehicle for the Fire Chief, as budgeted. **Terry Arps made a motion to waive the formal competitive bidding process pursuant to the current nationwide vehicle shortage and authorize the Town Manager to purchase a suitable vehicle for the Fire Chief, 2nd by Jeff Schwarzmeier. The Vote: All (5) Yes.**

**Trustee Four (Jeff Schwarzmeier)**

**Trustee Five (Joshua Rowton)**

1. Consideration, discussion and possible action regarding events related to Christmas Tree Lighting and Carriage Rides. **No Action.**
2. **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. **1) Terry Arps explained that due to the water tower renovation we may have to move some antennae from the tower. 2) It was noted that the Clerk-Treasurer vote passed.**
3. **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**. Mr. Phil Campbell asked if the fire subscription could be prorated, and if it would transfer with ownership of a property. (It is not prorated and ownership does transfer.)**
4. Adjourn. **Terry Arps made a motion to adjourn, 2nd by Jeff Schwarzmeier. The Vote: All (5) Yes. Meeting adjourned.**

Minutes transcribed by Scherrie Pidcock, Acting Town Clerk-Treasurer 