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

**TUESDAY, DECEMBER 14, 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 **led by Terry Arps.**
4. Roll Call **by Terry Arps. Present were Terry Arps, Brian Hall, Carla Caruthers, Jeff Schwarzmeier and Josh 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 meeting of November 9, 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 – **None.**

**Trustee One (Terry Arps)**

1. Consideration, discussion and possible action to pledge an additional $36,000.00 in matching funds for the Town of Luther CDBG Sewer Line & Manhole Replacement Project. **Terry Arps made a motion to pledge an additional $36,000 toward the CDBG Sewer Line Replacement Project, 2nd by Brian Hall. The Vote: All (5) Yes.**
2. Consideration, discussion and possible action to award a bid on the Town of Luther CDBG Sewer Line & Manhole Replacement Project to Utility Field Services, LLC, and authorize the Mayor to execute all contracts and other documents required for award of the bid. – **Terry Arps made a motion to approve as written, 2nd by Josh Rowton. The Vote: All (5) Yes.**
3. Presentation and discussion on an event involving Luther Police Officers on December 8, 2021, including damage to the police cars following shots fired by a suspect in Harrah. **Mayor Arps gave details of the incident. No Action.**
4. Consideration, discussion and possible action to adopt Resolution 2021-20R, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF LUTHER, OKLAHOMA, SETTING THE REGULARLY SCHEDULED MEETINGS OF THE BOARD OF TRUSTEES FOR CALENDAR YEAR 2022. **Terry Arps made a motion to adopt Resolution 2021-20R as written, 2nd by Josh Rowton. The Vote: All (5) Yes.**
5. Consideration, discussion and possible action to renew the contract with Cavin Consulting for the Town of Luther Website Domain Renewal, Hosting, Backups, Software Updates and Security for the calendar year 2022 in the amount of $600.00. **Terry Arps made a motion to renew with Cavin Consulting, 2nd by Jeff Schwarzmeier. The Vote: All (5) Yes.**
6. Consideration, discussion, and possible action to approve renewal of employee’s health insurance with Blue Cross Blue Shield of Oklahoma for the calendar year 2022. **Terry Arps made a motion to approve renewal with BCBS of OK, 2nd by Carla Caruthers. The Vote: All (5) Yes.**
7. Consideration, discussion and possible action to renew the Town’s annual membership to the Oklahoma Route 66 Association in the amount of $49.00. **Terry Arps made a motion to renew the membership, 2nd by Brian Hall. The Vote: All (5) Yes.**
8. Consideration, discussion and possible action to renew the agreement with Luther Public Schools for annual lease of the Baseball Field at Wildhorse Park. **Terry Arps made a motion to renew the lease in the amount of $500 for the calendar year of 2022, 2nd by Jeff Schwarzmeier. The Vote: All (5) Yes.**

**Trustee Two (Brian Hall)**

**Trustee Three (Carla Caruthers)**

1. Consideration, discussion and possible action to amend the Town of Luther Fire Department subscription program as set forth in Resolution No. 2021-13R. **Several people signed up to speak on this item, including Brandy Langston, Phil Campbell, Jennifer Edmunson, Denielle Chaney, Kasey Wood, Mitz Habben, Sabrina Hogue, and JT Langston. After much discussion, Carla Caruthers made a motion to table the item until January 11, 2022, 2nd by Jeff Schwarzmeier. The Vote: All (5) Yes.**
2. Consideration, discussion and possible action to discuss wording and send notifications to in-town residents requesting their input regarding the fire subscription program. **Carla Caruthers made a motion to send letters to in and out of town members of the Fire District requesting input at a special meeting on February 8, 2022, at 5:00 PM, 2nd by Terry Arps. The Vote: All (5) Yes.**
3. Consideration, discussion and action to ratify purchase of a 2018 Chevrolet Tahoe from the Kansas Highway Patrol in the amount of $31,700.00 for the Fire Chief’s emergency response vehicle. **Carla Caruthers made a motion to ratify the purchase, 2nd by Terry Arps. The Vote: All (5) Yes.**

**Trustee Four (Jeff Schwarzmeier)**

**Trustee Five (Joshua Rowton)**

1. **PROPOSED EXECUTIVE SESSION:**Consideration and possible action to enter into executive session for confidential communications to discuss the employment, hiring, and appointment of Interim Town Clerk/Treasurer Scherrie Pidcock, including possible appointment to the full time position of Town Clerk/Treasurer, job duties, and compensation, as authorized by 25 O.S. Section 307(B)(1). **Gregg Atkinson signed up to speak on this item and was recognized by Mayor Arps. He spoke on the Clerk-Treasurer being appointed as opposed to being elected.** **Brian Hall made a motion to enter into Executive Session, 2nd by Terry Arps. The Vote: All (5) Yes.**
2. **PROPOSED ACTION ITEMS FOR MATTERS DISCUSSED IN EXECUTIVE SESSION:** Consideration, discussion, and possible appropriate and related action on matters discussed in Executive Session, including appointment of Scherrie Pidcock as Town Clerk/Treasurer, and action including job duties, compensation and other related matters. **Terry Arps made a motion to table this item to January 11, 2022, 2nd by Carla Caruthers. The Vote: All (5) Yes.**
3. **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. **None.**
4. **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. **None.**
5. Adjourn. **Terry Arps made a motion to adjourn, 2nd by Jeff Schwarzmeier. The Vote: All (5) Yes.**

Minutes transcribed by Scherrie Pidcock, Acting Town Clerk