

the Town of Luther



**BOARD OF TRUSTEES FOR THE TOWN OF LUTHER
TUESDAY, SEPTEMBER 13, 2022, AT 7:00 P.M.
LUTHER TOWN HALL
108 SOUTH MAIN STREET, LUTHER, OKLAHOMA 73054**

REGULAR MEETING MINUTES

1. Call to order by Terry Arps.
2. Invocation by Terry Arps.
3. Pledge of Allegiance was led by Terry Arps.
4. Roll Call by Terry Arps. Present were Terry Arps, Brian Hall and Joshua Rowton. Carla Caruthers and Jeff Schwarzmeier were absent.
5. Determination of a quorum was made by Terry Arps.
6. Approval of the Consent Agenda,
 - a. Approval of the Board Minutes from the meetings of August 9 and 25, 2022
 - b. Approval of Claims, including Payroll
 - c. Review and Approval of Treasurer's Report – Terry Arps made a motion to approve the consent agenda as presented, 2nd by Brian Hall. The Vote: All (3) Yes.
7. Consideration of Items Removed from the Consent Agenda – None.
8. Department Reports – Terry Arps relayed information from Code, Fire and Police reports submitted.
9. Trustee Comments – Terry Arps reported that he is working on an ODOT Transportation Alternatives Program (TAP) grant for a walking/biking trail in Wildhorse Park. This is a 90/10 matching grant.
10. Presentation by Kerry Barrick, Oklahoma Department of Commerce – Kerry Barrick gave a brief presentation about the upcoming Route 66 Centennial in 2026. She stated the Dept of Commerce is ready to help cities and towns on Route 66 et ready for the influx of tourists.
11. PUBLIC HEARING – TOPIC: FY-2021 CDBG Grant #18234 CDBG 17 – Sewer Line and Manhole Replacement Project, Final Performance Report. - Terry Arps opened the public hearing for comments. Lee Ann Huntoon grant writer from Parkhill, reported on the successful grant and project. Terry Arps closed the public hearing.
12. PUBLIC HEARING – to consider and take appropriate action, including to approve or deny an application for a variance for a property generally located at 15895 N Henry Drive, Luther, Oklahoma, for purposes of operating a business selling storage buildings on a property zoned A-1 (Agricultural). 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 and the legal description is as follows: Little Farms Estates Block 001 Lot 039. – Terry Arps opened the public hearing for comments. Tyler Slawson explained his

request. Terry Arps made a motion to approve the variance request as recommended by the Luther Planning Commission, 2nd by Brian Hall. The Vote: All (3) Yes.

Trustee One (Terry Arps)

13. Consideration, discussion and possible action to approve street closings for the LMS Color Run. – **Lindsey Pruitt, representing the Luther Middle School, explained the Color Run, scheduled for October 7, 2022. Terry Arps made a motion to approve the street closings for the Color Run, 2nd by Joshua Rowton. The Vote: All (3) Yes.**
14. Consideration, discussion and possible action to adopt Resolution 2022-08R, A CLOSEOUT RESOLUTION APPROVING AND ACCEPTING THE 18234 CDBG 17 SEWER LINE AND MANHOLE REPLACEMENT PROJECT AS COMPLETE AND AUTHORIZING MAYOR TO SIGN CLOSEOUT DOCUMENTS. – **Terry Arps made a motion to adopt Resolution 2022-08R as written, 2nd by Brian Hall. The Vote: All (3) Yes.**
15. Consideration, discussion and possible action to adopt Resolution 2022-07R, A RESOLUTION AUTHORIZING APPLICATION THROUGH ACOG FOR FINANCIAL ASSISTANCE FROM THE RURAL ECONOMIC ACTION PLAN (REAP) FUND. – **Terry Arps made a motion to adopt Resolution 2022-07R, 2nd by Brian Hall. The Vote: All (3) Yes.**
16. Consideration, discussion and possible action to approve revised proposal to procure a K-9 for the Luther Police Department. – **Terry Arps made a motion to approve procurement of a K-9 for the Luther Police Department, 2nd by Joshua Rowton. The Vote: All (3) Yes.**
17. Consideration and discussion of Town matching funding for a walking, jogging, cycling trail in Wildhorse Park. – **No Action.**

Trustee Two (Brian Hall)

Trustee Three (Carla Caruthers)

18. Report and recommendations from Phil Campbell, Fire Department Advisory Committee. – **This item was actually addressed after Item 9 on the agenda due to a request by Phil Campbell. He presented a written report of recommendations which will be attached to the official minutes of this meeting. No action was taken on this item.**
19. Consideration, discussion and possible action to approve an expenditure of \$1900.00 to replace the transmission on the Fire Department's Rescue Vehicle 723 – **Joshua Rowton made a motion to approve repair of Rescue Unit 723 in an amount not to exceed \$1,900.00, 2nd by Terry Arps. The Vote: All (3) Yes.**

Trustee Four (Jeff Schwarzmeier)

Trustee Five (Joshua Rowton)

20. **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.**

21. **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.

Birlene Langley (was not present)

Mabel Milligan made a request to have action taken on the dilapidated house next door to the north of her residence on Main Street. It was discussed that Fire and Code would be consulted.

22. Adjourn. – **Terry Arps made a motion to adjourn, 2nd by Joshua Rowton. The Vote: All (3) Yes.**

Minutes transcribed by Scherrie Pidcock, Town Clerk

Luther Fire District Funding Committee

Phil Campbell Chair
Gregg Atkinson Vice Chair
Brian Martin Secretary
John Gardner
Daniel Drake
JT Langston
Lindall Wood

The following recommendations support funding opportunities in support of the Luther Fire District;

+Equipment Resources

- Town Board Members develop partnerships with companies/organizations to seek resources for Fire District
- It is recommended that the Town aggressively seeks to obtain equipment and/or funding from the following companies within the community; OG&E, ONG as well as CREC and AT&T
- It is recommended that the Town seeks resources from other agencies; Oklahoma Ag Dept, ODWC, USFS as well as Oklahoma State Agencies
- Inventory listing of assets with priority on replacement

+Grants

- It is recommended that that Town of Luther utilize templates within Fire Dept grant writer for the purpose of identifying and writing grants to support the Fire District
- It is recommended that the Town acquire the ability and/or use current staff for the purpose of grant writing. The Fire Chief shall assist with this process. We believe a minimum of five (5) grants should be submitted monthly
- Grant writer should also serve as the Administrator for 501c3

+ Oklahoma County Emergency Management

- Establish network in efforts to determine if assets are available

+Fundraisers

- It is recommended that the Town seeks to establish a 501(C)3 specifically for Fire District with the ability to support matching funds

+Fire Subscription

- It is recommended that the Town of Luther establish a Fire District Subscription as a last resort to obtain the funding. If a subscription is implemented after all other avenues have been exhausted, it should be implemented at a small fee of \$50.00 for residential and a cap not to exceed \$5,000.00 and increased in small increments only as absolutely necessary
- Prior to implementation of the Fire Subscription the Town must develop policy and procedures

SEP. 13, 2022 - Presented to TRUSTEES