



**BOARD OF TRUSTEES FOR THE TOWN OF LUTHER
TUESDAY, OCTOBER 11, 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 Jeff Schwarzmeier.
3. Pledge of Allegiance was led by Terry Arps.
4. Roll Call by Terry Arps. Present were Terry Arps, Brian Hall, Carla Caruthers, Jeff Schwarzmeier. Joshua Rowton was 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 September 13 and 22, 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 (4) Yes.
7. Consideration of Items Removed from the Consent Agenda – None.
8. Trustee Comments – None.
9. Department Reports – Terry Arps shared information from the Fire and Police Reports. Scherrie Pidcock shared information from the Code Enforcement and Town Manager's Report.
10. Attorney's Report – Beth Anne Childs reported that we will begin working on updating the Code Book.
11. PUBLIC HEARING - A public hearing to consider and take appropriate action on an application for a Variance for a property generally located at 219 N. Cedar Street, Luther, Oklahoma, for purposes of allowing a replacement mobile home in an R-1 zoning district. The property is currently zoned R-1 (Residential), and the legal description is as follows: School Land Add Luther Block 007 Lot 000 E/2 of Lots 20 through 24. – Terry Arps opened the Public Hearing. Heather Sharp explained the request for variance to the Board. Anna Campbell, Planning Commission Chair, stated their recommendation is to approve the request for variance. Terry Arps closed the Public Hearing. Terry Arps made a motion to approve the Variance, 2nd by Brian Hall. The Vote: All (4) Yes.

Trustee One (Terry Arps)

12. Discussion on recommendations by the Fire Department Advisory Committee. – Terry Arps reported that he attended the last meeting but there wasn't a quorum. They discussed the recommendations of the committee, including formation of a 501(c)3. No Action.

13. Consideration and discussion regarding status of Police Department K-9 Officer, Kodi. – **Terry Arps reported that Kodi is a 3-purpose canine and should be fully certified on October 14, 2022. No Action.**
14. Consideration, discussion and possible action to approve and authorize payment of Pay Application #1 from Orr Construction in the amount of \$156,047.00 for sewer improvements between Ash and Birch Streets from S. 9th to 178th Street. – **Terry Arps made a motion to approve Pay Application #1 as presented, 2nd by Carla Caruthers. The Vote: All (4) Yes.**
15. Consideration, discussion and possible action to adopt Resolution 2022-09R, A RESOLUTION OF THE TOWN BOARD OF TRUSTEES OF THE TOWN OF LUTHER, OKLAHOMA, ESTABLISHING THE NINE-ONE-ONE EMERGENCY TELEPHONE FEE RATE FOR CALENDAR YEAR 2023. – **Terry Arps made a motion to adopt Resolution 2022-09R as written, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.**
16. Consideration, discussion and possible action to adopt Resolution 2022-10R, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF LUTHER, OKLAHOMA, AUTHORIZING THE TOWN'S CO-SPONSORSHIP WITH OKLAHOMA COUNTY THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS FOR FINANCIAL ASSISTANCE FROM THE RURAL ECONOMIC ACTION PLAN (REAP) GRANT FUND AND THE MAYOR'S EXECUTION OF THE CO-SPONSOR CERTIFICATION.- **Terry Arps made a motion to adopt Resolution 2022-10R as written, 2nd by Brian Hall. The Vote: All (4) Yes.**
17. Consideration, discussion and possible action to adopt Resolution 2022-11R, A RESOLUTION AUTHORIZING APPLICATION THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) FOR FINANCIAL ASSISTANCE FROM THE RURAL ECONOMIC ACTION PLAN (REAP) FUND. – **Terry Arps made a motion to adopt Resolution 2022-11R as written, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.**
18. Consideration, discussion and possible action to adopt Resolution 2022-12R A RESOLUTION AUTHORIZING APPLICATION FOR AN AMERICAN RESCUE PLAN ACT (ARPA) GRANT FROM THE OKLAHOMA WATER RESOURCES BOARD (OWRB). - **Terry Arps made a motion to adopt Resolution 2022-12R as written, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.**
19. Consideration, discussion and possible action regarding recommendations from the Planning Commission about the appropriate action for zoning and permitting for Agritourism in A1 zoned areas of the Town of Luther. – **Terry Arps made a motion to table until November 8, 2022, 2nd by Brian Hall. The Vote: All (4) Yes.**
20. Presentation and discussion with legal counsel on the procedure of annexation. – **Beth Anne Childs explained some basic information regarding annexation. She recommended the Town adopt a formal process for annexation and stated she would prepare documents related to the annexation process. No Action.**

Trustee Two (Brian Hall)

Trustee Three (Carla Caruthers)

21. Consideration, discussion and possible action to approve EMT training costs in the amount of \$650.00 for one (1) firefighter. – **Carla Caruthers made a motion to approve as written, 2nd by Terry Arps. The Vote: All (4) Yes.**
22. Consideration, discussion and possible action to approve the purchase of four (4) batteries for the Stewart and Stevenson heavy duty brush pumper, in the amount of \$817.44, after core exchange. – **Carla Caruthers made a motion to approve the item as written, 2nd by Terry Arps. The Vote: All (4) Yes.**
23. Consideration, discussion and possible action to order annual fire safety educational materials for the schools from Positive Promotions in an amount not to exceed \$250.00. – **Carla Caruthers made a motion to approve purchase of the materials, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.**

Trustee Four (Jeff Schwarzmeier)

Trustee Five (Joshua Rowton)

24. Consideration, discussion and possible action regarding the possible public sale of property owned by the Town of Luther located at N. 2nd and Curtis, legal description as follows: *School Land 2nd Resub Replat 001 00 Lot 12 Exempt.* – **Terry Arps made a motion to table the item until November 8, 2022, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.**
25. 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. – **The Fire Department and Police Department were recognized for their lifesaving efforts earlier in the day when a citizen experienced a life-threatening cardiac issue. It was mentioned that Officer Travonna Wright administered CPR, along with others assisting on the scene.**
26. 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.**
27. Adjourn. – **Terry Arps made a motion to adjourn, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.**



Minutes transcribed by Scherrie Pidcock, Town Clerk

the Town of Luther



**MINUTES OF SPECIAL MEETING
BOARD OF TRUSTEES FOR THE TOWN OF LUTHER
THURSDAY, OCTOBER 27, 2022, AT 6:30 P.M.
LUTHER TOWN HALL
108 SOUTH MAIN STREET, LUTHER, OKLAHOMA 73054**

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. Present were Terry Arps, Brian Hall, Carla Caruthers and Jeff Schwarzmeier. Joshua Rowton was absent.
5. Determination of a quorum was made by Terry Arps.
6. Trustee Comments. – Terry Arps reported we are still working on grant applications, OK County District 3 is conducting counts on 5th Street and Pecan Street for possible improvements.

Trustee One (Terry Arps)

7. Consideration, discussion and possible action to authorize Scherrie Pidcock to open a new bank account named “CAPITAL IMPROVEMENT FUND” and transfer sales tax receipts in the amount of \$91,142.17, designated for capital improvement from the General Fund to the new account, to be used only for Capital Improvement projects. – Terry Arps made a motion to approve the item as written, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.
8. Consideration and discussion of updates on Police Department K-9. – Terry Arps reported that Officer Ledford and K-9 Officer Kodi are fully certified and working. He reported there will be an item on next meeting’s agenda to consider installation of a cage and accessories in a police vehicle. – No Action.

Trustee Two (Brian Hall) – No items

Trustee Three (Carla Caruthers) – No items

Trustee Four (Jeff Schwarzmeier) – No items

Trustee Five (Joshua Rowton) – No items

9. 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.
10. Adjourn. – Terry Arps made a motion to adjourn, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.