

the Town of Luther



a friendly community

REGULAR MEETING AGENDA

**BOARD OF TRUSTEES FOR THE LUTHER PUBLIC WORKS AUTHORITY
TUESDAY, SEPTEMBER 9, 2025, IMMEDIATELY FOLLOWING
THE TOWN BOARD OF TRUSTEES MEETING AT 7:00 P.M.
LUTHER TOWN HALL
108 SOUTH MAIN STREET, LUTHER, OKLAHOMA 73054**

Official action can only be taken on items which appear on the agenda. The Trustees may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the Trustees may refer the matter to the Chairman or the Town Attorney, or back to a committee or recommending body. Under certain circumstances, items may be deferred to a specific later date or stricken from the agenda entirely.

1. Call to Order
2. Roll Call
3. Determination of a quorum
4. Approval of the Consent Agenda,
 - a. Approval of the Board Minutes from the meeting of August 12, 2025.
 - b. Approval of Claims, including Payroll
 - c. Review and Approval of Treasurer's Report
5. Consideration of Items Removed from the Consent Agenda
6. LPWA Department Report
7. Trustee Comments

Trustee One (Terry Arps)

Trustee Two (Jerrod Davis)

8. Consideration, discussion and possible action to replace roofs on two (2) well houses, Cedar and Eldridge wells, at a cost not to exceed \$3,300.00.

Trustee Three (Carla Caruthers)

Trustee Four (Jeff Schwarzmeier)

Trustee Five (Cindy Harris Baker)

9. 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.

10. 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.

11. Adjourn.



Scherrie Pidcock, Town Clerk



Agenda Posted Monday, September 8, 2025, at Luther Town Hall, via ManiChimp, on Facebook at The Town of Luther, and on our website at www.townoflutherok.com prior to 7:00 pm.



REGULAR MEETING MINUTES

BOARD OF TRUSTEES FOR THE LUTHER PUBLIC WORKS AUTHORITY TUESDAY, AUGUST 12, 2025, 7:00 P.M. LUTHER TOWN HALL 108 SOUTH MAIN STREET, LUTHER, OKLAHOMA 73054

1. Call to Order by Terry Arps.
2. Roll Call by Terry Arps. Present were Terry Arps, Carla Caruthers, Jeff Schwarzmeier and Cindy Harris Baker. Jerrod Davis was absent.
3. Determination of a quorum was made by Terry Arps.
4. Approval of the Consent Agenda,
 - a. Approval of the Board Minutes from the meeting of July 8, 2025.
 - 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 Carla Caruthers. The Vote: All (4) Yes.
5. Consideration of Items Removed from the Consent Agenda – None.
6. LPWA Department Report – Carla Caruthers read the LPWA Report.
7. Trustee Comments – A question was asked about our progress on an ordinance or resolution regarding rates. Beth Anne Childs was attending by telephone and mentioned that it is a good idea to conduct a rate study.

Trustee One (Terry Arps)

Trustee Two (Jerrod Davis)

8. Consideration, discussion and possible action to set the Fall Clean Up date for Saturday, October 25, 2025. – Terry Arps made a motion to set the Fall Clean Up date as presented, 2nd by Jeff Schwarzmeier. The Vote: All (4) Yes.

Trustee Three (Carla Caruthers)

Trustee Four (Jeff Schwarzmeier)

Trustee Five (Cindy Harris Baker)

9. 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.
10. 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.**

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

Scherrie Pidcock



Minutes transcribed by Scherrie Pidcock, Town Clerk

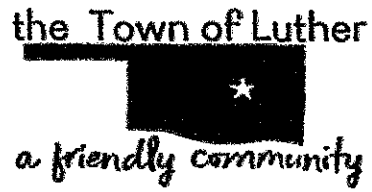
**LUTHER PUBLIC WORKS AUTHORITY CLAIMS INCLUDING PAYROLL
AUGUST 13 TO SEPTEMBER 9, 2025**

Date	Ref No.	Payee	Memo	Payment
08/13/2025	EFT	IRS	FEDERAL PAYROLL TAX	1,174.48
08/13/2025	EFT	Town of Luther	FUEL REIMBURSEMENT	781.64
08/13/2025	EFT	Town of Luther	POSTAGE REIMBURSEMENT	200.00
08/13/2025	EFT	Town of Luther	QUICKBOOKS REIMBURSEMENT	115.00
08/13/2025	EFT	Town of Luther	SUPPLEMENTAL INS REIMBURSEMENT	87.30
08/20/2025	EFT	QuickBooks Payroll	LPWA PAYROLL	3,842.60
08/22/2025	EFT	Oklahoma Tax Commission	STATE PAYROLL TAX	277.00
08/22/2025	14702	AT&T MOBILITY	CELL PHONES/TABLET LPWA	138.70
08/22/2025	14703	BLUECROSS BLUESHIELD	LIFE INSURANCE	21.87
08/22/2025	14704	BLUECROSS BLUESHIELD OF OK	HEALTH INSURANCE	2,312.43
08/22/2025	14705	KAMSTRUP WATER METERING, LLC	ANNUAL METER READING FEES	1,216.87
08/22/2025	14706	OK MUNICIPAL RETIREMENT FUND	PENSION CONTRIBUTIONS	185.94
08/22/2025	14707	OMAG	AUTO, LIABILITY, PROPERTY, COMP INS	5,319.69
08/27/2025	EFT	IRS	FEDERAL PAYROLL TAX	1,024.56
09/03/2025	EFT	QuickBooks Payroll	LPWA PAYROLL	3,979.34
09/09/2025	EFT	MERCHANT SERVICES IPS	MONTHLY TRANSACTION FEES	209.74
09/09/2025	14708	Airgas USA, LLC	CYLINDER RENTALS	75.85
09/09/2025	14709	CHRISTOPHER & IOANA HILL	UTILITY DEPOSIT REFUND	84.16
09/09/2025	14710	Delta Dental	VOLUNTARY DENTAL INS	70.00
09/09/2025	14711	DIANA ELSTON	UTILITY DEPOSIT REFUND	48.32
09/09/2025	14712	Dollar General Charged Sales	CLEANING SUPPLIES/TOILETRIES	48.57
09/09/2025	14713	Eastside Waste	MONTHLY SANITATION SERVICE	9,661.72
09/09/2025	14714	FLUENTSTREAM TECHNOLOGIES	VOIP PHONE HOSTING SERVICE	39.13
09/09/2025	14715	HARCROS CHEMICALS INC.	HYPOCHLORITE	319.00
09/09/2025	14716	JONES HARDWARE	PLYWOOD/SUPPLIES	151.95
09/09/2025	14717	KRISTI DODSON	UTILITY DEPOSIT REFUND	113.92
09/09/2025	14718	KYLE&STEPHANIE ASCHENBRENNER	UTILITY DEPOSIT REFUND	34.34
09/09/2025	14719	Luther Hardware & Lumber, LLC	SUPPLIES	149.62
09/09/2025	14720	Midwest Hose & Specialty Inc.	HOSE REPLACEMENT	25.80
09/09/2025	14721	O'Reilly Auto Parts	PARTS/SUPPLIES	33.90
09/09/2025	14722	OG&E	MONTHLY ELECTRIC SERVICE	1,193.30
09/09/2025	14723	OK MUNICIPAL RETIREMENT FUND	PENSION CONTRIBUTIONS	178.96
09/09/2025	14724	ONG	MONTHLY NATURAL GAS SERVICE	201.52
09/09/2025	14725	STAPLES	OFFICE SUPPLIES	29.25
09/09/2025	14726	SUSAN HOOD	UTILITY DEPOSIT REFUND	51.00
09/09/2025	14727	UniFirst Corporation	LPWA MONTHLY UNIFORMS	238.59
				\$33,636.06

Luther Public Works Authority Budget Vs. Actuals
July - August, 2025

	Jul 2025				Aug 2025				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income												
Grant Revenue		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Interest Revenue	2.55		2.55		2.63		2.63		5.18	0.00	5.18	
Other/Interest/Tower Rent	1,071.50	1,400.00	-328.50	76.54%	1,071.50	1,400.00	-328.50	76.54%	2,143.00	2,800.00	-657.00	76.54%
Permits/Tap Fees	200.00	75.00	125.00	266.67%		75.00	-75.00	0.00%	200.00	150.00	50.00	133.33%
Sales Tax		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Utility Revenue (Daily Deposit)	38,376.50	34,505.00	3,871.50	111.22%	34,248.84	34,505.00	-256.16	99.26%	72,625.34	69,010.00	3,615.34	105.24%
Water Drop/Wastewater Dump	472.00	175.00	297.00	269.71%	1,208.00	175.00	1,033.00	690.29%	1,680.00	350.00	1,330.00	480.00%
Total Income	\$ 40,122.55	\$ 36,155.00	\$ 3,967.55	110.97%	\$ 36,530.97	\$ 36,155.00	\$ 375.97	101.04%	\$ 76,653.52	\$ 72,310.00	\$ 4,343.52	106.01%
Expenses												
Capital Outlay		20,000.00	-20,000.00	0.00%		0.00	0.00		0.00	20,000.00	-20,000.00	0.00%
Debt Service - 2020 Truck		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Grant Expenditures		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
LPWA Maintenance & Operations		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Accounting Services	550.00	425.00	125.00	129.41%	485.00	425.00	60.00	114.12%	1,035.00	850.00	185.00	121.76%
Billing Software	14.98	60.00	-45.02	24.97%		60.00	-60.00	0.00%	14.98	120.00	-105.02	12.48%
Credit Card/Bank Fees	183.24	350.00	-166.76	52.35%	203.33	350.00	-146.67	58.09%	386.57	700.00	-313.43	55.22%
Dues, Fees, Training, Licenses		150.00	-150.00	0.00%		150.00	-150.00	0.00%	0.00	300.00	-300.00	0.00%
Fuel	137.41	210.00	-72.59	65.43%	431.64	210.00	221.64	205.54%	569.05	420.00	149.05	135.49%
Insurance		700.00	-700.00	0.00%	5,319.69	700.00	4,619.69	759.96%	5,319.69	1,400.00	3,919.69	379.98%
Legal Notice Publications		20.00	-20.00	0.00%		20.00	-20.00	0.00%	0.00	40.00	-40.00	0.00%
Office Supplies / Expenses	96.43	700.00	-603.57	13.78%	403.68	700.00	-296.32	57.67%	500.11	1,400.00	-899.89	35.72%
Phones / Internet / IT	702.48	1,650.00	-947.52	42.57%	630.44	650.00	-19.56	96.99%	1,332.92	2,300.00	-967.08	57.95%
Postage & Equip	300.00	275.00	25.00	109.09%	200.00	275.00	-75.00	72.73%	500.00	550.00	-50.00	90.91%
Repairs/Mtnce/Labor/Airgas	788.85	1,600.00	-811.15	49.30%	171.81	4,700.00	-4,528.19	3.66%	960.66	6,300.00	-5,339.34	15.25%
Uniforms	87.85	230.00	-142.15	38.20%	52.05	230.00	-177.95	22.63%	139.90	460.00	-320.10	30.41%
Utilities	331.38	325.00	6.38	101.96%		325.00	-325.00	0.00%	331.38	650.00	-318.62	50.98%
Total LPWA Maintenance & Operations	\$ 3,192.62	\$ 6,695.00	-\$ 3,502.38	47.69%	\$ 7,897.64	\$ 8,795.00	-\$ 897.36	89.80%	\$ 11,090.26	\$ 15,490.00	-\$ 4,399.74	71.60%
Personnel Services		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Employee Benefits	2,611.44	2,688.00	-76.56	97.15%	2,353.91	2,688.00	-334.09	87.57%	4,965.35	5,376.00	-410.65	92.36%
Salaries / Wages / Payroll Tax	13,397.95	12,368.00	1,029.95	108.33%	11,815.05	12,368.00	-552.95	95.53%	25,213.00	24,736.00	477.00	101.93%
Total Personnel Services	\$ 16,009.39	\$ 15,056.00	\$ 953.39	106.33%	\$ 14,168.96	\$ 15,056.00	-\$ 887.04	94.11%	\$ 30,178.35	\$ 30,112.00	\$ 66.35	100.22%
Sanitation Service		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Billing Software	14.98	0.00	14.98			0.00	0.00		14.98	0.00	14.98	
Collection Fee		9,600.00	-9,600.00	0.00%	9,573.07	9,600.00	-26.93	99.72%	9,573.07	19,200.00	-9,626.93	49.86%
Fuel	75.00	100.00	-25.00	75.00%	100.00	100.00	0.00	100.00%	175.00	200.00	-25.00	87.50%

Uniforms	87.85	0.00	87.85		52.05	0.00	52.05		139.90	0.00	139.90	
Total Sanitation Service	\$ 177.83	\$ 9,700.00	-\$ 9,522.17	1.83%	\$ 9,725.12	\$ 9,700.00	\$ 25.12	100.26%	\$ 9,902.95	\$ 19,400.00	-\$ 9,497.05	51.05%
Sewer System		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Billing Software	14.98	0.00	14.98			0.00	0.00		14.98	0.00	14.98	
Fuel	150.00	150.00	0.00	100.00%	125.00	150.00	-25.00	83.33%	275.00	300.00	-25.00	91.67%
Insurance		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Repairs / Maintenance		1,200.00	-1,200.00	0.00%		1,200.00	-1,200.00	0.00%	0.00	2,400.00	-2,400.00	0.00%
Supplies / Fees	10.83	300.00	-289.17	3.61%		300.00	-300.00	0.00%	10.83	600.00	-589.17	1.81%
Uniforms	87.85	0.00	87.85		52.05	0.00	52.05		139.90	0.00	139.90	
Utilities	1,291.03	375.00	916.03	344.27%		375.00	-375.00	0.00%	1,291.03	750.00	541.03	172.14%
Total Sewer System	\$ 1,554.69	\$ 2,025.00	-\$ 470.31	76.77%	\$ 177.05	\$ 2,025.00	-\$ 1,847.95	8.74%	\$ 1,731.74	\$ 4,050.00	-\$ 2,318.26	42.76%
Water System		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Billing Software	14.98	0.00	14.98			0.00	0.00		14.98	0.00	14.98	
DEQ Water Testing/Permits	2,969.61	1,000.00	1,969.61	296.96%		1,000.00	-1,000.00	0.00%	2,969.61	2,000.00	969.61	148.48%
Fuel	150.00	140.00	10.00	107.14%	125.00	140.00	-15.00	89.29%	275.00	280.00	-5.00	98.21%
Insurance		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Meters		0.00	0.00		1,216.87	0.00	1,216.87		1,216.87	0.00	1,216.87	
Repairs / Maintenance	438.75	1,000.00	-561.25	43.88%		1,000.00	-1,000.00	0.00%	438.75	2,000.00	-1,561.25	21.94%
Supplies	761.03	1,000.00	-238.97	76.10%	22.57	1,000.00	-977.43	2.26%	783.60	2,000.00	-1,216.40	39.18%
Uniforms	87.85	0.00	87.85		52.05	0.00	52.05		139.90	0.00	139.90	
Utilities	411.35	625.00	-213.65	65.82%		625.00	-625.00	0.00%	411.35	1,250.00	-838.65	32.91%
Total Water System	\$ 4,833.57	\$ 3,765.00	\$ 1,068.57	128.38%	\$ 1,416.49	\$ 3,765.00	-\$ 2,348.51	37.62%	\$ 6,250.06	\$ 7,530.00	-\$ 1,279.94	83.00%
Total Expenses	\$ 25,768.10	\$ 57,241.00	-\$ 31,472.90	45.02%	\$ 33,385.26	\$ 39,341.00	-\$ 5,955.74	84.86%	\$ 59,153.36	\$ 96,582.00	-\$ 37,428.64	61.25%
Net Operating Income	\$ 14,354.45	-\$ 21,086.00	\$ 35,440.45	-68.08%	\$ 3,145.71	-\$ 3,186.00	\$ 6,331.71	-98.74%	\$ 17,590.16	-\$ 24,272.00	\$ 41,772.16	-72.10%
Other Income												
Transfer from Capital Improvement		20,000.00	-20,000.00	0.00%		0.00	0.00		0.00	20,000.00	-20,000.00	0.00%
Transfers In/Out	1,000.00	1,000.00	0.00	100.00%	1,000.00	1,000.00	0.00	100.00%	2,000.00	2,000.00	0.00	100.00%
Total Other Income	\$ 1,000.00	\$ 21,000.00	-\$ 20,000.00	4.76%	\$ 1,000.00	\$ 1,000.00	\$ 0.00	100.00%	\$ 2,000.00	\$ 22,000.00	-\$ 20,000.00	9.09%
Other Expenses												
Payroll Suspende		0.00	0.00			0.00	0.00		0.00	0.00	0.00	
Total Other Expenses	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00	
Net Other Income	\$ 1,000.00	\$ 21,000.00	-\$ 20,000.00	4.76%	\$ 1,000.00	\$ 1,000.00	\$ 0.00	100.00%	\$ 2,000.00	\$ 22,000.00	-\$ 20,000.00	9.09%
Net Income	\$ 15,354.45	-\$ 86.00	\$ 15,440.45	-17854.01%	\$ 4,145.71	-\$ 2,186.00	\$ 6,331.71	-189.65%	\$ 19,590.16	-\$ 2,272.00	\$ 21,772.16	-858.28%



LPWA MONTHLY REPORT

August 2025

Start New Service 6

Stop Service 5

Disconnect Non-payment 2

Re-start Service 2

Leaks 1

Sewer Problems 1

New Meters 0

Accounts Billed 603

Late Accounts Billed 146

Cathy Schmitz

Utility Clerk

Holman Construction co. LLC
 960484 S. 3340 rd
 Wellston okla 74881

ESTIMATE

Town of Luther
 Luther Oklahoma 73054

Estimate # 0000012

Estimate Date 07/26/2025

Project- well house roof

Item	Description	Unit Price	Quantity	Amount
	Well house roof on Eldridge st. Remove roof decking, fascia and soffit Reinstall new decking Install new 3-tab shingles with underlayment Replace fascia and soffit Paint fascia and fascia	1480.00	1.00	1,480.00
	Change to metal roofing add 250.00			
	Well house on Cedar st. Remove roof decking, rafters Install new rafters, decking Install new 3-tab shingles with underlayment Replace fascia, and soffit Replace gables ends Paint fascia and soffit Install roof hatch	1950.00	1.00	1,950.00
	Change to metal roofing add 250.00			
	Concession stand Remove trees, and cut grass from building Remove all rafters, gables siding Install new rafters, decking Install underlayment and 3-tab shingles Install new gable siding Install new soffit on east side Install new Sheetrock inside, mud and tape	17900.00	1.00	17,900.00
	(City to decide) To install metal roofing add \$700.00			

NOTES: Down payment to start (10,000.00)

Balance is do at time of completion

Thank you for your business

	Subtotal	21,330.00
	Total	21,330.00
	Amount Paid	0.00
	Estimate	\$21,330.00

Thank you for your business

	Subtotal	21,330.00
	Total	21,330.00
	Amount Paid	0.00
	Estimate	\$21,330.00

Carlos Lopez.
405-314-8073
523 W 9th St, Stroud Oklahoma 74079.

Sherry Pidcock
108 S. Main St, Luther, OK 73054

Description:	
1. Roof demolition.	
2. Replacement of OSB (oriented strand board).	
3. Installation of new shingles.	
4. Exterior painting (white).	
5. Repair of damaged wood sections.	
Labor and Materials	Total: \$ 1,650.00

Approved and Accepted (Owner).	Date:
Approved and Accepted (Manager).	Date

Date: 07/10/2025

Date: 07/11/2025

Carlos Lopez.
405-314-8073
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Approved and Accepted (Owner).	Date:
Approved and Accepted (Manager).	Date

Date: 07/10/2025

WORK ESTIMATE

To:

Sherry Pidcock
Town Manager
108 S. Main St.
Luther, OK 73054

Date: July 15, 2025

Project Scope:

Roof & Structural Repairs + Exterior Improvements

1. Demolition of existing roof
2. Replacement of OSB (Oriented Strand Board)
3. Installation of new shingles
4. Exterior painting (white)
5. Repair of damaged wood sections
6. Rebuild entire roof due to damage from extreme weather
7. Remove branches and weeds affecting road access
8. Remove and replace cornice
9. Install (4) 6x6 treated wood posts and LBL supports at front
10. Remove and dispose of all worksite debris
11. Replace sheetrock of the ceiling

LABOR & MATERIALS TOTAL: \$18,750.00

Prepared by: La Fe JC Constructions

Phone: 405-314-8073

Address: 523 W 9th St, Stroud, OK 74079

Old Concession