

Public Notice of the Regular Meeting of the Town of Welch Board of Trustees

Date/Time: **Monday, April 15, 2024, at 5:30 p.m.**

Location: **Welch Civic Center, 610 S. Curtis Street, Welch, OK.**

NOTICE TO THE PUBLIC: At this Regular Meeting of the Town of Welch Board of Trustees, in accordance with and pursuant to applicable Board of Trustees' Rules and Robert's Rules of Order, the Board of Trustees will consider, discuss, and may take action on, approve, adopt, amend, not approve, reject, deny, table, or take no action on any item listed on this Agenda. For the purposes of this agenda, "appropriate action" includes and encompasses all of the possible actions set forth in this Notice, and includes not taking any action on a specific agenda item.

MINUTES

1. Meeting Call to Order at 5:31 p.m. by Mayor Kathy Jenkins.
2. Pledge of Allegiance was done at 5:31 p.m.
3. Roll Call: Kathy Jenkins, Dylan Massey, Glen Walker – Trustees; Liz Steketee – Town Clerk; James Markle – WPWA Operator; Marla & David Reed, Vicki & Steve Davis, Betty Brady, Paula Goodwin, Billye Able, Vicki Galvin, Ryan Robison, Doyle & Vicky Tucker – Public present.
4. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the March 18, 2024 Regular Meeting minutes. Glen Walker made a motion to approve the March 18 2024 Regular meeting minutes as written, Dylan Massey seconded. All ayes, motion carried.
5. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from March 2024. Glen Walker made a motion to approve the claims and financials from March 2024, Dylan Massey seconded. All ayes, motion carried.
6. Old Business:
 - A. Update of City Dog Pound and Animal Control Report: There are not any animals at this time.
 - B. Discussion and possible consideration and appropriate action, relating to the Welch Civic Center rentals and income. There has been 1 birthday party, a 4-H, and a Ladies Prayer meeting since March 18 2024, and May will be busy with family reunions and Welch Graduation.
7. New Business:

- A. Discussion and possible consideration and appropriate action relating to the approval to set pay for Marla Reed at \$12.00 per hour for 20 hours a week for part-time clerical work. Glen Walker made a motion to set Marla Reed's pay at \$12.00 per hour for 20 hours a week, Kathy Jenkins seconded. All ayes, motion approved.
- B. Discussion and possible consideration and appropriate action, related to the award of bid to the lowest responsible bidder for power washing the Civic Center brick from 1) Matt Brown bid in the amount of \$1,256.94 and 2) Payton Painting in the amount of \$1,200.00. Glen Walker made a motion to award the bid #2 from Payton Painting in the amount of \$1,200.00 for power washing the brick exterior of mold, Dylan Massey seconded. All ayes, motion approved.
- C. Discussion and possible consideration and appropriate action, related to the award of bid to the lowest responsible bidder for refinishing the walls to sheetrock in the Front Meeting room of the Welch Civic Center from 1) Horizon Roofing bid in the amount of \$3,450.00 (reflects correction of \$3154.00) (without cost of replacing existing sheetrock) and 2) Preston Payton's bid in the amount of \$3,400.00 (without cost of replacing existing sheetrock). Glen Walker made a motion to award the lowest responsible bid to Bid #1 from Horizon Roofing in the amount of \$3,450.00 for refinishing the walls of the Front Meeting Room, Kathy Jenkins seconded. All ayes, motion approved.
- D. Discussion and possible consideration and appropriate action relating to approval of the (Municipal) Corporate Resolution for banking at Welch State Bank and changing the names and signatory signees to reflect the elected changes of Board of Trustees members by removing Gary Daugherty as a signatory and adding Dylan Massey as a signatory. (this resolution supersedes all similar resolutions dated prior to April 15, 2024). Glen Walker made a motion to approve removing Gary Daugherty as a signatory and adding Dylan Massey as a signatory on all accounts at Welch State Bank, Kathy Jenkins seconded. All ayes, motion approved.
- E. Discussion and possible consideration and appropriate action relating to approval to purchase the ARLO Essential security camera set (3-pack) for the Civic Center in the amount of \$383.24. Dylan Massey made a motion to table for more research, Glen Walker seconded. All ayes, motion tabled.
- F. Public Participation (Sign in required and limited to five minutes per citizen).
 - 1) Ryan Robison came to enquire about testing the Town groundwater for surface water parasites immune to chlorine and why not tested yet? The Oklahoma Department of Health tested the Lagoon wastewater and sanitary system at the school, which is the only testing available for parasites/pathogens. Only Norovirus, SARS-CoV-2, and Influenza b were detected in the wastewater samples. The State of Oklahoma certified labs of Dept. of Environmental Quality Labs and Accurate Labs don't know of a test for a Municipality to run on a groundwater source, and Mr. Robison would like the Town to try harder finding a private lab test for this.
 - 2) Betty Brad's question is why hasn't the kitchen been remodeled since it needs it worse than the building exterior or interior walls yet? Lance Frazier repaired the kitchen outlets and panel box in the Spring of 2023, but the auditorium still needs an

electrician to replace those 4 outlets. The exterior landscaping was to install French drains to stop water getting under the concrete building pad and ruining the floors. Kathy Jenkins and Tommy Dodson had been applying for foundation grants to get new appliances for the kitchen but have been denied twice.

3) Billye Able Asked where Barry and Floyd were and where is the Cash Country signage from south of Town? It's being refinished to be displayed in the Civic Center and it can be put on the agenda for May to discuss.

4) David Greer thinks the Civic Center kitchen should be repaired before anything else. He wants reimbursement for hiring a plumbing contractor to dig out to the sewer main from the house he wanted hooked up and wants it on the agenda. Kathy Jenkins agreed to meet David Greer by appointment in the Clerk's office at their mutual convenience.

5) Doyle Tucker wants to know if there is a licensed operator treating the water, which is yes.

G. Adjournment: Kathy made a motion to adjourn at 6:10 p.m., Glen Walker seconded. All ayes, meeting adjourned.



Liz Steketee, Town Clerk

Posted Thursday, April 18, 2024 before 4:00 p.m.

Public Notice of the Regular Meeting of the Welch Public Works Authority (WPWA)

Date/Time: **Monday, April 15, at 5:30 p.m.**, (immediately following the meeting of the Welch Town Board of Trustees meeting).

Location: **Welch Civic Center, 610 S. Curtis Street, Welch, OK.**

NOTICE TO THE PUBLIC: At this Regular Meeting of the WPWA Board of Trustees, in accordance with and pursuant to applicable Board of Trustees’ Rules and Robert’s Rules of Order, the Board of Trustees will consider, discuss, and may take action on, approve, adopt, amend, not approve, reject, deny, table, or take no action on any item listed on this Agenda. For the purposes of this agenda, “appropriate action” includes and encompasses all of the possible actions set forth in this Notice, and includes not taking any action on a specific agenda item.

MINUTES

- 1. Meeting Call to Order at 6:17 p.m.
- 2. Roll Call: Kathy Jenkins, Dylan Massey, Glen Walker – Trustees; Liz Steketee – Town Clerk; James Markle – WPWA Operator; Marla & David Reed, Vicki & Steve Davis, Betty Brady, Paula Goodwin, Billye Able, Vicki Galvin, Ryan Robison, Doyle & Vicky Tucker – Public present.
- 3. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the March 18, 2024 Regular Meeting Minutes. Glen Walker made a motion to approve the minutes as written, Kathy Jenkins seconded. All ayes, motion carried.
- 4. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from March 2024. Glen Walker made a motion to approve the claims and financials for March 2024, Kathy Jenkins seconded. All ayes, motion carried.
- 5. Old Business:
 - A. Water Superintendent Update: Installed Variable Frequency Drives on all pumps with soft starts, asked for a bid from McNiell Electric for lightning arrestors at the water plant, sewer taps and meters were replaced.
 - B. Presentation and discussion of past due water bills and meter repairs. 3 meters were shut off and then paid in full.
- 6. New Business:
 - A. Discussion and possible consideration and appropriate action relating to Communities Unlimited presentation of the Water and Sewer Rate Study completed February 2024, and their recommendations. Lucas Guinn from Communities Unlimited presented the water study and the reasons a rate increase is necessary to maintain the 1.10% standard

needed for loans, grants, and USDA financing. He will set up a Zoom meeting with the Trustees to break down what all the financial information means for maintaining water quality. This will be presented again for discussion at the May 20 2024 Regular Meeting.

B. Discussion and possible consideration and appropriate action relating Change Order #3 Extra Electrical Work not shown on Plans & #4 Install Butterfly valve shown on plans in wrong place and adding a new check valve to the Ion Exchange System for Welch Water Treatment Plant Project DWSRF P40-2001801-01. Glen Walker made a motion to approve Change Order #3 & #4 for Project DWSRF P40-2001801-01, Kathy Jenkins seconded. All ayes, motion carried.

C. Discussion and possible consideration and appropriate action relating to accepting the payment plan submitted by Brandi Noe. Glen Walker made a motion to not accept the payment plan submitted due to no payments since August 8, 2023 or by meeting date of April 18, 2024, Kathy Jenkins seconded. All ayes, motion carried.

D. Discussion and possible consideration and appropriate action relating to a proposed Executive Session to discuss personnel issues concerning the employment, and possible promotion and/or salary adjustment of Welch Public Works Authority Operator James Markle, for the purpose of annual review of individual job performance and possible pay raise, pursuant to Title 25, Oklahoma Statutes, Section 307 (B) (1). Kathy Jenkins made a motion to go into Executive Session, Glen Walker seconded. All ayes, motion carried.

E. Vote to come out of Executive Session. Dylan Massey made a motion to come out of Executive Session, Kathy Jenkins seconded. All ayes, motion carried.

F. Discussion and possible consideration and appropriate action, related to personnel issues concerning the employment, possible promotion and/or salary adjustment of Welch Public Works Authority Operator James Markle, for the purpose of his annual review of individual job performance and possible pay raise. Glen Walker made a motion to give James Markle a pay raise per his annual review, Kathy Jenkins seconded. All ayes, motion approved.

G. Discussion and possible consideration and appropriate action relating to approval of payment of PO# 902195 for Invoice/Estimate #1180 from Crafton Pump Service Inc. for the installation of 2 Variable Frequency Drives and electrical conversion of the Pump room to tie into the Ion Plant in the amount of \$13,157.08 from the Communities Unlimited Loan #11060. Glen Waker made a motion to approve payment of PO# 902195 in the amount of \$13,157.08 to Crafton Pump Services from the Communities Unlimited Loan #11060, Dylan Massey seconded. All ayes, motion carried.

7. Adjournment: Kathy Jenkins made a motion to adjourn at 6:55 p.m., Glen Walker seconded. All ayes, meeting adjourned.



Liz Steketee, Town Clerk

Posted Thursday, April 18, 2024 before 4:00 p.m.