

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

Date/Time: Monday, March 17, 2025, 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 Glen Walker.
2. Pledge of Allegiance was done at 5:31 p.m.
3. Roll Call: Duane Tucker, Glen Walker, Dylan Massey, Winston McKeon – Trustees; Liz Steketee – Town Clerk.
4. Public Participation: (Sign in required and limited to five minutes per citizen) Treva Nading: Would like to know why the Town Ordinances are not available through the website of Municipal Code Management and how the election of trustees is being held, person versus person or the largest vote totals? Gary Daugherty: What is the Board going to do about replacing the water operators, or are they even thinking about the priority problem? David Greer: Wants to know if the Board will address the water leak at 275 S. Queen Street rental house that is locked off due to a massive leak on the home's service line? David believes the meter is faulty, yet it accurately reads every time it is unlocked for the tenant's plumbers to try and find a leak in the past month, so he would like to know when new meters will be available.
5. Discussion and possible consideration and appropriate action, relating to approval of the minutes from February 10, 2025 Regular Meeting Minutes and Feb. 25, 2025 Special Meeting Minutes. Winston McKeon made a motion to approve the minutes as written, Glen Walker seconded. All ayes, motion carried.
6. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from February 2025. Winston McKeon made a motion to approve the claims and financials for February 2025, Dylan Massey seconded. All ayes, motion carried.
7. Old Business:

- A. Update of Town Dog Pound and Animal Control Report: Empty.
- B. Welch Fire Chief Update: Not present.
- C. Discussion and possible consideration and appropriate action, relating to the Welch Civic Center rentals and income: The clerk noted that \$125.00 was taken for rentals since the last meetings, with rentals increasing the next 30 days.
- D. Discussion and possible consideration and appropriate action, relating to possibly setting basic rules and purpose for creating a Civic Center Advisory Committee, to help develop a future ordinance to establish this advisory committee. Winston McKeon made a motion to table until requested documentation arrives, Dylan Massey seconded. All ayes, tabled agenda item.
- E. Discussion and possible consideration and appropriate action, relating to hiring a temporary Town Facilities Crewmember. Winston McKeon made a motion to keep advertising through the Express Temp Service, Dylan Massey seconded. All ayes, motion carried.

8. New Business:

- A. Discussion and possible consideration and appropriate action, relating to wastewater improvements for the Welch Area Development Association Housing Project and Dollar General, requested by Charles Stoner. Charles Stoner wasn't present, so Glen Walker made a motion that he and/or Winston would go to the next WADA Board meeting for discussion of this subject on the 2nd Monday of April, Winston McKeon seconded. All ayes, motion carried.
- B. Discussion and possible consideration and appropriate action, relating to the Recreational Vehicle Ordinance #2015-02-04 Section 15-614 Part B, and a Variance for Jeff Smith, 238 E. First Avenue. Winston McKeon made a motion to grant a 90-day variance to the Ordinance 2015-02-04 for 238 E. First Avenue, Dylan Massey seconded. All ayes, motion carried.
- C. Discussion and possible consideration and appropriate action, relating to a solution for the collapsed/clogged driveway tinhorn north of 554 S. Jefferson Street causing stormwater pooling during the wet season. Winston McKeon made a motion to have the Town Clerk send a letter to the property owner asking for him to assist the Town correcting a storm drain blockage issue on 554 S. Jefferson by purchasing a tinhorn pipe for the driveway of his property that the Town will cover the cost to install and gravel it in, Dylan Massey seconded. All ayes, motion carried.
- D. Discussion and possible consideration and appropriate action, relating to approval to purchase sound equipment to allow for concerts, school plays, performances, and presentations for the Civic Center, not to exceed \$15,000.00 total cost. Star Scout Naomi Collins presented the breakdown of expenses and an explanation of equipment for installing a donation of sound equipment, with an end goal of holding concerts, choir performances, musical performances, presentations, and fundraisers in the acoustic building for the public, as in days past. Dylan Massey made a motion to approve the purchase of sound equipment for the Civic Center

and to not exceed a \$15,000.00 total cost, Winston McKeon seconded. All ayes, motion carried.

- E. Discussion and possible consideration and appropriate action, relating to amending the Recording Your Time section of the Town of Welch & WPWA Employee Personnel Manual to reflect a timecard machine and steps to properly fill it out for time worked accuracy and thoroughness. Dylan Massey made a motion to approve amending the Recording Your Time section of the Employee Personnel Manual, with adjustments to be made, Winston McKeon seconded. All ayes, motion carried.

9. Adjournment: Mayor Glen Walker adjourned the meeting at 6:30 p.m.

A handwritten signature in cursive script, appearing to read "Liz Steketee", is written over a horizontal line.

Liz Steketee, Town Clerk

Posted March 19, 2025 before 4:00 p.m.

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

Date/Time: **Monday, March 17, 2025, 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 6:31 p.m. by Mayor Glen Walker
2. Roll Call: Duane Tucker, Glen Walker, Dylan Massey, Winston McKeon – Trustees; Liz Steketee – Town Clerk; James Markle – Water Operator.
3. Discussion and possible consideration and appropriate action, relating to approval of the minutes from Feb. 10, 2025 Regular Meeting Minutes and Feb. 25, 2025 Special Meeting Minutes. Winston McKeon made a motion to approve the minutes as written, Glen Walker seconded. All ayes, motion carried.
4. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from February 2025. Winston McKeon made a motion to approve the claims and financials for February 2025, Glen Walker seconded. All ayes, motion carried.
5. Old Business:
 - A. Water Superintendent Update: Winston McKeon gave an update of leak locates and repairs to Town and rural supply lines that have been done in the last month.
 - B. Presentation and discussion of past due water bills and meter repairs. No lock outs due to nonpayment of water usage this month.
6. New Business:
 - A. Discussion and possible consideration and appropriate action, relating to amending the Recording Your Time section of the Town of Welch & WPWA Employee Personnel Manual to reflect a timecard machine and steps to properly fill it out for time worked accuracy and thoroughness. Winston McKeon made a motion to approve amending the Recording Your Time section of the Employee Personnel Manual, with adjustments to be made, Dylan Massey seconded. All ayes, motion carried.
 - B. Discussion and possible consideration and appropriate action, relating to approving PO# 998856 in the amount of \$3,113.00 to McNiel Electric Co. for wiring in 2 mini pump stations

for Oklahoma Water Resources Board/American Rescue Plan Act (OWRB/ARPA) Grant No. OWRB/ARP-23-0101G for sanitary collection system improvements. Winston McKeon made a motion to approve PO# 998856 in the amount of \$3,113.000 to McNiel Electric Co. for wiring in 2 mini pump stations for sanitary collection system improvements, Dylan Massey seconded. All ayes, motion carried.

C. Discussion and possible consideration and appropriate action, relating to approving PO# 998857 in the amount of \$27,709.60 to Phoenix Oil & Utility Services. for installing 2 mini pump stations for Oklahoma Water Resources Board/American Rescue Plan Act (OWRB/ARPA) Grant No. OWRB/ARP-23-0101G for sanitary collection system improvements. Dylan Massey made a motion to approve PO# 998857 in the amount of \$27,709.60 to Phoenix Oil & Utility Services for installing 2 mini pump stations for sanitary collection system improvements, Winston McKeon seconded. All ayes, motion carried.

7. Adjournment: Mayor Glen Walker adjourned the meeting at 6:41 p.m.

A handwritten signature in black ink, appearing to read "Liz Steketee", is written over a horizontal line.

Liz Steketee, Town Clerk

Posted March 19, 2025, before 4:00 p.m.