

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

Date/Time: **Monday, August 18, 2025, at 5:30 p.m.**

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

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**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: **5:30 P.M. by Mayor Glen Walker.**
2. Pledge of Allegiance: **5:32 p.m.**
3. Roll Call: **Winston McKeon, Brandon Miller, Glen Walker, Dylan Massey – Trustees; Kayla Bellew – Town Clerk; Matt Spurgeon – WPWA Superintendent; Charles Reyes, Mary Rutledge – Public that signed in.**
4. Public Participation (Sign in required and limited to five minutes per citizen). **Mary Rutledge: Wanting an update on the letter stating who is responsible for the improvements to the sewer main; also to schedule time for topsoil & seed to repair driveway; possibly reroute the sewer line and fix Mr. Chaney's driveway with cold asphalt. Clark McKeon on behalf of Welch Area Development Authority (WADA): WADA wants to support the counsel in promoting Welch and encourage people on home appearances. Welch Crossing needs water and sewer lines ran.**
5. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the July 21, 2025 Regular Meeting Minutes and the July 2, 2025 and July 31, 2025 Special Meeting Minutes. **Rusty Satterwhite made a motion to approve the minutes as written, Winston McKeon seconded. All ayes, motion approved.**
6. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from from June 2025. **Glen Walker made a motion to approve the claims from June 2025 and see the financials when available in the future, Winston McKeon seconded. All ayes, motion approved.**
7. Old Business:
  - A. Update of City 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, and the Welch Civic Center Advisory Committee: **Little Slow on rentals. WCCAC is working on updating sound equipment, kitchen, etc. Also talking with the Cherokee Nation about having a 50<sup>th</sup> anniversary party in 2027.**
- D. Discussion and possible consideration and appropriate action, relating to authorizing Trustee McKeon to coordinate with Craig County Commissioner Hugh Gordon for cold asphalt to patch potholes in Town streets, and use of a dump trailer and truck for hauling the cold mix and determining if the Town's liability insurance policy will allow Trustees to volunteer their time to help with such projects. **Rusty Satterwhite makes a motion for to allow Winston McKeon and Glen Walker to get started on filling potholes. Winston McKeon seconded. All Ayes, motion approved.**
- E. Discussion and possible consideration and appropriate action, relating to the culvert behind Chad and Holly Epperson's house (the alley on the south of 3<sup>rd</sup> street between Jefferson and Curtis) not being fixed after being brought up during the public participation portion of the April 21<sup>st</sup> regular Town Meeting. **Matt Spurgeon says it is fixed, but needs dressed up. Motion to table by Dylan Massey. Rusty Satterwhite seconded. All Ayes, motion approved.**
- F. Discussion and possible consideration and appropriate action, relating to the creation of a Town Manager position including but not limited to: duties, responsibilities, requirements, salary, etc. **Rusty Satterwhite made a motion to table. Winston McKeon seconded. Motion approved.**
- G. Discussion and possible consideration and appropriate action, relating to possibly coordinating with the Welch Fire Department about having a city-wide yard sale during the Harvest Days Festival on October 18, 2025. **Winston McKeon made a motion to hold a city-wide yard sale during the Harvest Days Festival on October 18, 2025. Rusty Satterwhite seconded. All Ayes. Motion approved.**

8. New Business:

- A. Discussion and possible consideration and appropriate action, relating to the review and approval of the 2023 Water/Wastewater Program Community Development Block Grant (19252 CDBG-CIP 23) Contract Closeout Certifications including:
  - 1. CDBG Contract Closeout Certifications
  - 2. Capital Needs 5-year Summary
  - 3. Geo-CIP Checklist & Beneficiary Report
  - 4. Final Payment approval to Grand Gateway
  - 5. And any other Close-out Documents Required for 19252 CDBG-CIP 23 Capital Improvement Plan Project
  - 6. Capital Improvement 5-Year Plan Resolution adopting the Capital Improvement Plan

7. Capital Improvement Close-out Resolution approving and accepting the Community Development Block Grant (CDBG) project as complete. **Winston McKeon made a motion to approve close out and adopt Agenda Item 8A as written. Brandon Miller seconded. All Ayes. Motion Approved.**
- B. Discussion and possible consideration and appropriate action, relating to a proposed Executive Session to discuss the employment, evaluation, and possible promotion in the form of a salary adjustment of Kayla Bellew, concerning the non-elected position of Office Coordinator, pursuant to Title 25, Oklahoma Statutes, Section 307 B.1. **Brandon Miller makes a motion to enter into an Executive Session. Winston McKeon seconded. All Ayes. Motion approved.**
- C. Vote to come out of Executive Session. **Rusty Satterwhite makes a motion to come out of Executive Session. Winston McKeon seconded. All Ayes. Motion approved.**
- D. Discussion and possible consideration and appropriate action, relating to the employment, evaluation, and possible promotion in the form of a salary adjustment of Kayla Bellew, concerning the non-elected position of Office Coordinator **Brandon Miller makes a motion to raise Kayla Bellew's salary to \$36,000 per year with a pay chart to outline a schedule for future pay raises to be determined at the next regular meeting. Rusty Satterwhite seconded. All Ayes. Motion approved.**
- E. Discussion and possible consideration and appropriate action relating to purchasing new computers and a server for the Welch City Hall in an amount not to exceed \$2,000. **Brandon Miller made a motion to approve the purchase of new computers, a scanner, and a public access computer for the Town of Welch, not to exceed \$2,000. Winston McKeon seconded. All Ayes. Motion approved.**
- F. Discussion and possible consideration and appropriate action relating to acquiring quotes or bids to repair the structure of the Welch Civic Center. **Dylan Massey made a motion to table. Rusty Satterwhite seconded.**
- G. Discussion and possible consideration, and appropriate action relating to purchasing a CD with proceeds from the Welch Civic Center in the amount of \$50,000. **No action. See October 2024 Minutes.**
- H. Discussion and possible consideration, and appropriate action relating to contracting Treva Nading as a consultant for the Town of Welch. **Rusty Satterwhite made a motion to approve the contract with Treva Nading in the amount of \$1 per year. Brandon Miller Seconded. Motion approved.**
- I. Discussion and possible consideration, and appropriate action regarding voting to accept the Thirteenth Amended Joint Chapter 11 Bankruptcy Plan of Reorganization of Purdue Pharma L.P. and its affiliated debtors and giving the Town Attorney authority to file such acceptance. **Rusty Satterwhite made a motion to approve the Town Attorney authority to file the acceptance. Dylan Massey seconded. All Ayes. Motion Approved.**
- J. Discussion and possible consideration and appropriate action, relating to holding a cleanup day with roll-off service on the 10<sup>th</sup> day of October, 2025. **Winston**

**McKeon made a motion to hold a clean-up day with up to 3 roll-offs on the 10<sup>th</sup> day of October, 2025. Brandon Miller seconded. All Ayes. Motion approved.**

9. Adjournment: **Glen Walker made a motion to adjourn, Dylan Massey seconded. Meeting adjourned at 7:41 p.m.**

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Kayla Bellew, Town Clerk      Posted August 25, 2025 before 4:00 p.m.

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

Date/Time: **Monday, August 18, 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.**

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**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: **7:41 p.m.** by Mayor Glen Walker.
2. Roll Call: **Winston McKeon, Brandon Miller, Glen Walker, Dylan Massey – Trustees; Kayla Bellew – Town Clerk; Matthew Spurgeon - Superintendent**
3. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the July 21, 2025 Regular Meeting Minutes and the July 2, 2025 and July 31, 2025 Special Meeting Minutes.. **Winston McKeon made a motion to approve the minutes as written from July 21, 2025. Dylan Massey seconded. All ayes, motion approved.**
4. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from April, May, and June 2025. **Winston McKeon made a motion to approve the claims from April, May, and June 2025 and see the financials when available in the future, Rusty Satterwhite seconded. All ayes, motion approved.**
5. Old Business:
  - A. Water Superintendent Update: **Matthew Spurgeon- We need another rate increase. Currently waiting on a bid for a lightening suppressor. Possibly need a second chlorinating station. Need McNeil Electric for chlorine delivery.**
  - B. Presentation and discussion of past due water bills and meter repairs. **WPWA will only be giving out green cards for water shut-off notice for delinquent water bills. Working on the Bus Barn and Christie Schaefer water meters.**
6. New Business:
  - A. Discussion and possible consideration and appropriate action, relating to contract work invoices submitted by Matthew Spurgeon as a short-term independent contractor from March 28, 2025 through May 11, 2025. **Winston McKeon**

**makes a motion to pay the work invoices submitted by Matthew Spurgeon from March 28, 2025 through May 11, 2025. Dylan Massey seconded. All Ayes. Motion Approved.**

- B. Discussion and possible consideration and appropriate action, relating to contract work invoices submitted by Brad Mount as a short-term independent contractor from February 26, 2025 through May 11, 2025. **Winston McKeon made a motion to pay Brad Mount of the Town of Welch General Account in two (2) payments. Brandon Miller seconded. All Ayes. Motion approved.**
  - C. Discussion and possible consideration and appropriate action, relating to a proposed Executive Session to discuss the employment, evaluation, and possible promotion in the form of a salary adjustment of Matthew Spurgeon, the Welch Public Works Authority Superintendent, pursuant to Title 25, Oklahoma Statutes, Section 307 B.1. **Rusty Satterwhite made a motion to enter into an Executive Session. Dylan Massey seconded. All Ayes. Motion Approved.**
  - D. Vote to come out of Executive Session. **Rusty Satterwhite made a motion to come out of Executive Session. Winston McKeon seconded. All Ayes. Motion Approved.**
  - E. Discussion and possible consideration and appropriate action, relating to the employment, evaluation, and possible promotion in the form of a salary adjustment of Matthew Spurgeon, the Welch Public Works Authority Superintendent. **Brandon Miller made a motion to make Matthew Spurgeon a full-time employee with benefits to be reinstated and pay to be adjusted to salary at \$43,680 per year with a pay chart to outline a schedule for future pay raises to be determined at the next regular meeting which will be contingent up Continued Education, anniversary, additional licenses, etc. Rusty Satterwhite seconded. All Ayes. Motion approved.**
  - F. Discussion and possible consideration and appropriate action, relating to running an ad in the Vinita Daily Journal and Indeed for the full-time position of a Water and Waste Water Operator for the Welch Public Works Authority. **Dylan Massey made a motion to advertise on Indeed, Glassdoor, and ZipRecruiter only. Brandon Miller seconded. All Ayes. Motion approved.**
  - G. Discussion and possible consideration and appropriate action, relating to accepting the payment plan submitted by Susan Beck. **Dylan Massey made a motion to accept the payment plan submitted by Susan Beck. Rusty Satterwhite seconded. All Ayes. Motion approved.**
7. Adjournment: **Glen Walker made a motion to adjourn at 9:01 p.m., Dylan Massey seconded.**