

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

Date/Time: Monday, February 13, 2023, 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 5:32 p.m. by Mayor Winston McKeon.
2. Roll Call: Winston McKeon, Kathy Jenkins, Barry Armstrong, Glen Walker – Trustees; Liz Steketee – Town Clerk; Brad Mount – Water Supervisor; Steve Davis, Matt Spurgeon – Operators; Gary Daugherty, Floyd Moss, Bill Jenkins, Ricky Seigel, Todd Riddle, Christina DuVall (Continental Refuse), Cody Melton & Connie Robbins (TC Advisors) – Public.
3. Public Participation (Sign in required and limited to five minutes per citizen). Ricky Seigel asked if the Town could discuss ideas with the Skill Center to improve safety.
4. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the January 11, 2023, Special Meeting. Barry Armstrong made a motion to approve the minutes as written, Kathy Jenkins seconded. All ayes, motion approved.
5. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from January 2023. Barry Armstrong made a motion to approve the claims and financials for January 2023, Kathy Jenkins seconded. All ayes, motion approved.
6. Old Business:
 - A. Update of City Dog Pound and Animal Control Report: Empty
 - B. Discussion and possible consideration and appropriate action, relating to the Welch Civic Center rentals and rental income. There was a Valentine's Dance and a 3-day revival in the auditorium and 3 meetings held in the small banquet room this month.
 - C. Discussion and possible consideration and appropriate action, relating to 911 Emergency Services for the Town of Welch Area provided by Mercy Emergency Ambulance Services and the Craig County Emergency Commissioners, and options for improvement. No action or discussion took place as Madison couldn't be present.


- D. Discussion and possible consideration and appropriate action, relating to approval of beginning a process of developing job descriptions for all employees of the Town of Welch. Mayor Winston McKeon talked to the HR folks at Oklahoma Municipal Management Services, and they recommended having a written policy manual versus job descriptions, so this agenda item will be retired.
- E. Discussion and possible consideration and appropriate action, relating to the designation of where to place a materials yard for rocks, dirt, gravel, etc by City Hall with a long-armed gate that will be available to use by anyone presenting a Welch Public Works Authority monthly statement. Tabled until the next meeting.
- F. Discussion and possible consideration and appropriate action, relating to approve a window treatment options with costs, for the window at the Civic Center in the small meeting room. This agenda item will be retired.
- G. Discussion and possible consideration and appropriate action, regarding Todd Riddle's property at 334 S. Curtis Street, Welch, Ok., regarding the letter hand delivered to Todd Riddle regarding his promise to establish a water and sewer account, pay the \$100 deposit, properly repair the decking and roof shingles, along with the cleanup of numerous violations to Health and Safety Nuisances Ordinance Section 8-101 through 8-415 for maintaining a public and private nuisance with abandoned and junk vehicles, trailers, appliances, piles of trash around the property, and not having toilet facilities connected, therefore to proceed with the next steps if violations stated in letter are not resolved by the 10 days given to respond to the letter dated Feb. 3rd, 2023 regarding the elimination of these stated violations. Todd Riddle paid his meter Deposit to establish his water and sewer to the system but hasn't been able to buy the roofing supplies or been able to clean up the trash, gras, debris, and abandoned vehicles. Barry Armstrong made a motion to have Todd appear at the March 20th 2023 meeting with his progress in this cleanup, Glen Walker seconded. All ayes, motion to revisit in 30 days.

7. New Business:

- A. Discussion and possible consideration and appropriate action, relating to reviewing TC Advisors LLC (the new owner of Johnny Ragsdale, CPA) and the Town's service agreement with that firm. Cody Melton and Connie Robbins were introduced to the Trustees and assured Winston that our Fiscal year accounting will be ready after July 31 to be sent to the auditor of the Town's choice.
- B. Discussion relating to bids received for landscaping at the Civic Center, ABC Park, and increased cemetery mowing from Hugo Morales for the coming spring. Barry Armstrong made a motion to approve Quotes #'s: #20 to mow the Civic Center, #21 to clear and replace all areas of ABC Park, & #510 For Civic Center landscaping project to repair water drainage issues. Glen Walker seconded. All ayes, motion approved.
- C. Discussion and possible consideration and appropriate action, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, relating to the appointment of Gary Daugherty, a resident of the

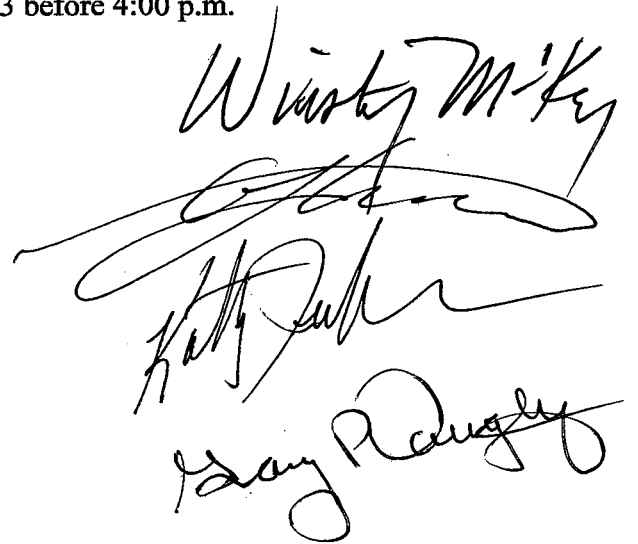
Town of Welch, to the vacated position previously held by Tommy Dodson on the Town of Welch Board of Trustees, and if appointed, administering the Oath of Office and Loyalty Oath. (This position will continue until the 2025 General Municipal Election.) Kathy Jenkins made a motion to appoint Gary Daugherty to the vacated Trustee position, Barry Armstrong seconded. All ayes motion approved. Mayor Winston McKeon administered the Oath of Office and the Loyalty Oath.

8. Adjournment at 6:15 pm by Mayor Winston McKeon.



Liz Steketee, Town Clerk

Posted February 17, 2023 before 4:00 p.m.



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

Date/Time: Monday, February 13, 2023, 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 6:15 p.m. by Mayor Winston McKeon.
2. Roll Call: Winston McKeon, Kathy Jenkins, Glen Walker, Barry Armstrong, Gary Daugherty – Trustees; Liz Steketeer – Town Clerk; Brad Mount – Water Superintendent; Steve Davis, Matt Spurgeon – Operators; Bill Jenkins, Floyd Moss, Christina DuVall (Continental Refuse) – Public.
3. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the January 11th, 2023 Special Meeting. Barry Armstrong made a motion to approve the minutes as written, Kathy Jenkins seconded. All ayes, motion approved.
4. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from January 2023. Glen Walker made a motion to approve the claims and financials for January 2023, Kathy Jenkins seconded. All ayes, motion approved.
5. Old Business:
 - A. Water Superintendent Update: The Sewer Smoke Test will be conducted Friday and Monday with Oklahoma Rural Water Association and WPWA Operators working together to cover all the ground.
 - B. Presentation and discussion of past due water bills. 3 accounts were shut off due to nonpayment, 2 have paid in full and 1 is still shut off.
 - C. Discussion and possible consideration and appropriate action, relating to updates regarding the Aerator repair. The Town Clerk will bring complete replacement tank estimates along with funding possibilities to the next meeting.
6. New Business:
 - A. Discussion and possible consideration and appropriate action, relating to the approval of renewing the Contract for Refuse Collection, Removal, and Disposal Services with

Continental Refuse Service LLC, owned by Christina DuVall. Barry Armstrong made a motion to keep prices the same and to approve the contract for Refuse Collection, Removal, and Disposal Services with Continental Refuse Service LLC, owned by Christina DuVall. Kathy Jenkins seconded. All ayes, Contract approved for 1 year, to be renewed annually.

B. Discussion and possible consideration and appropriate action, relating to approval of quote from Owasso Fence to replace and repair entrance gate to the Water Tower in the amount of \$4,500.00. Glen Walker made a motion to approve the quote of \$4,500.00 from Owasso Fence to replace and repair the Water Tower Entrance, Kathy Jenkins seconded. All ayes, motion approved.

C. Discussion and possible consideration and appropriate action, relating to approval of **RESOLUTION 2023-2-13, A RESOLUTION APPROVING AND AUTHORIZING A LOAN FROM THE OKLAHOMA RURAL DEVELOPMENT FINANCE CORPORATION IN THE TOTAL AGGREGATE PRINCIPAL AMOUNT OF \$100,000.00; APPROVING THE ISSUANCE OF A PROMISSORY NOTE IN THE TOTAL AGGREGATE PRINCIPAL AMOUNT OF \$100,00.00, SECURED BY A PLEDGE OF REVENUES AND AUTHORIZING ITS EXECUTION; APPROVING AND AUTHORIZING THE EXECUTION OF A LOAN AGREEMENT WITH OKLAHOMA RURAL DEVELOPMENT FINANCE CORPORATION (ORDFC); APPROVING VARIOUS CAVENANTS; APPROVING AND AUTHORIZING PAYMENT OF FEES AND EXPENSES; AND CONTAINING OTHER PROVISIONS RELATING THERETO.** Barry Armstrong made a motion to adopt Resolution 2023-2-13 and approve and authorize a loan from the Oklahoma Rural Development Finance Corporation (ORDFC) in the amount of \$100,000.00, Kathy Jenkins seconded. All ayes, motion approved.

D. Discussion and possible consideration and appropriate action, relating to opening a separate bank account at Welch State Bank for funds to be distributed from the Oklahoma Water Resource Board American Rescue Plan Act (ARPA) Grant Program for separate bookkeeping purposes for ARPA Grant Application No. ARP-23-0101-G. Barry Armstrong made a motion to approve opening a bank account at WSB for OWRB/ARPA Grant App No. ARP-23-0101-G for separate bookkeeping purposes, Glen Walker seconded. All ayes, motion approved.

E. Discussion and possible consideration and appropriate action, relating to approve a cost study to purchase and install wiring for 2 outdoor cameras at the Water Tower. Brad Mount will get with Zack Steketee to put a quote and plans together to install the system for approval at the next meeting.

F. Discussion and possible consideration and appropriate action, relating to review of the verbal agreement of the mutual aid arrangements that trade reciprocating time and labor. Discussion ensued with no action taken.

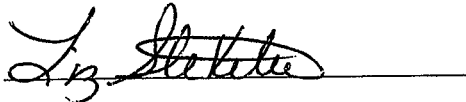
G. Discussion and possible consideration and appropriate action, relating to mailing out notification of a Sewer Smoke Test Flyer alerting customers of the smoke tests to be

conducted on February 17th and 20th, 2023. Glen Walker made a motion to approve the Sewer Smoke test since the Oklahoma Rural Water Association Operators will be assisting our Operators in conducting the test, Kathy Jenkins seconded. All ayes, motion approved.

H. Discussion and possible consideration and appropriate action, relating to purchasing Diamond Maps (a mapping application) in the amount of \$22.00 per month with unlimited users to GPS all the water and sanitary service lines and meters to be EPA/DEQ compliant by 2024. Barry Armstrong made a motion to approve subscribing to Diamond Maps to map our system for compliancy by 2024, Kathy Jenkins seconded. All ayes, motion approved.

I. Discussion and possible consideration and appropriate action, relating to the EPA Lead and Copper Rule and reporting contact from 120water.com that has been assigned to gather up all service line info the town can provide. Documentation was provided to the Trustees about the new Lead and Copper Rule that requires the mapping of the Utility's system to become compliant by October 2024 deadline.

7. Adjournment at 6:49 p.m. by Mayor Winston McKeon.



Liz Steketee, Town Clerk

Posted February 17, 2023 before 4:00 p.m.

