

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

Date/Time: Monday, August 15, 2022 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.

AGENDA

1. Meeting Call to Order at:
2. Roll Call:
3. Public Participation (Sign in required and limited to five minutes per citizen).
4. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the July 18, 2022 Regular Meeting and the August 2, 2022 Special Meeting.
5. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from July 2022.
6. Old Business:
 - A. Update of City Dog Pound and Animal Control Report:
 - B. Discussion and possible consideration and appropriate action, relating to the Welch Civic Center rentals and rental income.
 - C. Discussion and possible consideration and appropriate action, relating to the survey report from Huddleston Surveying on the east Fourth Avenue right of way.
 - D. Discussion and possible consideration and appropriate action, relating to possible purchase of a fire and security system for the City Hall and the Welch Fire Department truck & engine bay building, with costs analysis for different types.
 - E. 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.
 - F. Discussion and possible consideration and appropriate action, relating to scheduling a time to install street signs.

- G. Discussion and possible consideration and appropriate action, relating to approval to review, update, or adopt purchasing resolution and the purchase order process to establish spending thresholds for office supplies purchased by the different departments.
- H. Discussion and possible consideration and appropriate action, relating to bid quotes received from Licensed Electricians to replace the main electric panel for the Civic Center due to a malfunction and age that cannot be repaired.

7. New Business:

- A. Discussion and possible consideration and appropriate action, relating to setting October 1, 2022 as Welch Fall Cleanup and to reserve and rent roll-off dumpsters from Miami Industrial Supply.
- B. Discussion and possible consideration and appropriate action, relating to approval to remove the Johnny Cash Highway sign to be preserved and possible display options.
- C. Discussion and possible consideration and appropriate action, relating to placing a sign to post the open hours for Welch Cemetery.
- D. Discussion and possible consideration and appropriate action, relating to approve PO# 473947 in the amount of \$1,776.00 to Iron Works Steel Supply, LLC for 2 twenty-five foot tin horns for a 40 ft driveway.
- E. Discussion and possible consideration and appropriate action related to a proposed executive session to discuss the employment of Liz Stekete, for the purpose of an annual review of job performance and salary adjustment, concerning her non-elected duties as strictly office personnel, pursuant to 25 O.S. Section 307(B)(1).
- F. Vote to come out of executive session.
- G. Executive session minutes provided by Mayor to Town Clerk.
- H. Discussion and possible consideration and appropriate action related to the annual review of job performance of Liz Stekete, and possible salary adjustment concerning her non-elected duties as strictly office personnel.
- I. Discussion and possible consideration and appropriate action, relating to reviewing the cost of mailing statement postcards through USPS (U.S. Mail) by permitted mail, which is \$275 one time application fee and 0.44 per postcard for first class mail or postcard stamps at 0.44 cents per postcard each month. (370 x 0.44=\$162.80)



Liz Stekete, Town Clerk

Posted August 12, 2022 before 4:00 p.m.

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

Date/Time: **Monday, August 15, 2022 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.

AGENDA

1. Meeting Call to Order at:
2. Roll Call:
3. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the July 18, 2022 Regular Meeting and August 2, 2022 Special Meeting.
4. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from July 2022.
5. Old Business:
 - A. Water Superintendent Update:
 - B. Presentation and discussion of past due water bills.
 - C. Discussion and possible consideration and appropriate action, relating to updates regarding the Aerator repair.
6. New Business:
 - A. Discussion and possible consideration and appropriate action, relating to approval of RESOLUTION (2022-8-15A), A RESOLUTION OF THE WELCH PUBLIC WORKS AUTHORITY (WPWA) AUTHORIZING AND DIRECTING THE EXECUTION OF DOCUMENTS FOR THE REQUEST OF A SEWER OVERFLOW AND WATER REUSE MUNICIPAL GRANT (OSG) FROM THE OKLAHOMA WATER RESOURCES BOARD (OWRB) IN THE AMOUNT OF \$67,000.00.
 - B. Discussion and possible consideration and appropriate action, relating to RESOLUTION (2022-8-15B), A RESOLUTION AUTHORIZING THE PURCHASE OF A

2012 JOHN DEERE XUV (A/K/A JOHN DEERE "GATOR" UTILITY VEHICLE) FOR THE WELCH PUBLIC WORKS AUTHORITY (WPWA) FOR THE AMOUNT OF \$8,500.00

C. Discussion and possible consideration and appropriate action related to a proposed executive session to discuss the employment of Matt Spurgeon, for the purpose of an annual review of job performance and salary adjustment, concerning his duties as Welch Public Works Authority Operator, pursuant to 25 O.S. Section 307(B)(1).

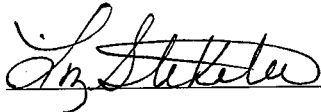
D. Vote to come out of executive session.

E. Executive session minutes provided by Mayor to Town Clerk.

F. Discussion and possible consideration and appropriate action related to the annual review of job performance of Matt Spurgeon, and possible salary adjustment concerning his duties as Welch Public Works Authority Operator.

G. Discussion and possible consideration and appropriate action relating to approval of RESOLUTION (2022-8-15C), a Resolution of the Welch Public Works Authority (WPWA) authorizing and directing execution of documents for the request of a DEQ/ORWA Rural Infrastructure Grant (RIG) from the Oklahoma Rural Water Association in the amount of \$100,000.00 for necessary upgrades at the lagoon lift station.

7. Adjournment:



Liz Stetekete, Town Clerk

Posted August 12, 2022 before 4:00 p.m.