

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

Date/Time: Monday, July 18, 2022 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 at 5:35 pm by Mayor Winston McKeon.
2. Roll Call: Winston McKeon, Tommy Dodson, Glen Walker, Kathy Jenkins – Trustees; Liz Steketee – Town Clerk; Brad Mount – Water Superintendent; Steve Davis, Matt Spurgeon – WPWA Operators; Darlene Lesnick – Welch Citizen.
3. Public Participation (Sign in required and limited to five minutes per citizen). Darlene Lesnick moved here one year ago and is excited for the Ion Exchange Brine Plant to be built and brought online. She had questions about how this would change the appearance and smell of our water that were answered by Mayor Winston McKeon and Water Super Brad Mount.
4. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the June 20, 2022 Regular Meeting. Tommy Dodson made a motion to approve the minutes as written, Glen Walker seconded. All ayes, motion approved.
5. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from June 2022. Tommy Dodson made a motion to approve the claims and financials for June 2022, Glen Walker seconded. All ayes, motion approved.
6. Old Business:
  - A. Update of City Dog Pound and Animal Control Report: empty right now
  - B. Discussion and possible consideration and appropriate action, relating to the Welch Civic Center rentals and rental income. The Town Clerk reported there were 2 small room rentals and 1 large room rentals for June 2022. Glen Walker asked for a one year spreadsheet report to show average monthly rentals, which the Clerk will provide at the next meeting.

- C. Discussion and possible consideration and appropriate action, relating to the Jefferson Highway Historical Signage packet and updates relating to the ordered signage for the Town of Welch promoting the Jefferson Highway going through Welch, and approve PO#057984 for \$216.21 for 3 signs. Glen Walker approved payment of PO# 057984 in the amount of \$216.21 for 3 signs, Tommy Dodson seconded. All ayes, motion approved.
- 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. Praetoria Security Services and ADT didn't call back on repeated voice mails, so the Trustees want Zack to quote setting up a Simply Safe, or equivalent system that will notify the primary contact while calling 911, to be presented at the next meeting.
- 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. Winston McKeon and Glen Walker will start meeting weekly to formalize the descriptions and present to the Board of Trustees when ready.

7. New Business:

- A. Discussion and possible consideration and appropriate action, relating to the survey report from Huddleston Surveying on the east Fourth Avenue right of way. Tabled, as Huddleston didn't provide the Legal Description by meeting time.
  - B. Discussion and possible consideration and appropriate action, relating to scheduling a time to install street signs. Brad Mount will do a survey on which signs need to be replaced or installed.
  - C. Discussion and possible consideration and appropriate action, relating to replacing or tearing down the wooden foot bridge on the corner of Commercial and Second Avenue. Matt Spurgeon and Brad Mount will rebuild the foot bridge this week.
  - D. 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. Discussed and tabled until the next meeting.
  - E. Discussion and possible consideration and appropriate action, relating to the disbursement of approximately ½ of the Banker's Life Policy premium refund check for \$2,020.25 to Harley Malone, retired water superintendent. Tommy Dodson made a motion to split the premium refund check in the amount of \$1,010.13 with Harley Malone, who paid half of the premium since June 2021. Glen Walker seconded. All ayes, motion approved.
  - F. 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. Table until the next meeting to try for other bids.
8. Adjournment: Tommy Dodson made a motion to adjourn at 6:41 pm.

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

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

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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 at 6:41 pm by Mayor Winston McKeon.
2. Roll Call: Winston McKeon, Tommy Dodson, Glen walker, Kathy Jenkins – Trustees; Liz Stekete – Town Clerk; Brad Mount – Water Superintendent; Steve Davis, Matt Spurgeon – WPWA Operators.
3. Discussion and possible consideration and appropriate action, relating to approval of the minutes from the June 20, 2022 Regular Meeting and the June 30, 2022 Special Meeting. Tommy Dodson made a motion to approve the minutes as written, Glen Walker seconded. All ayes, motion approved.
4. Discussion and possible consideration and appropriate action, relating to approval of the claims and financials from June 2022. Tommy Dodson made a motion to approve the claims and financials from June 2022, Glen Walker seconded. All ayes, motion approved.
5. Old Business:
  - A. Water Superintendent Update: Brad Mount promoted Steve Davis's idea for a variable speed pump to be purchased use when the Water Tower will be emptied to inspect and clean this September. Steve will present prices for a variable speed pump at the special meeting next week.
  - B. Presentation and discussion of past due water bills. All locked meters were paid in full and unlocked this month.
  - C. Discussion relating to possible purchase of a rebuilt 825i John Deere Gator in the amount of \$8,500.00 to do water meter readings in. Tabled for the August regular meeting.

CHECKS SIGNED BETWEEN 6/20/22 TO 7/18/22

**TOWN**

4986	Hugo Morales	\$950.00	7/1/2022
4988	OMAG	\$70.00	7/11/2022
4992	Miami Industrial	\$425.01	7/12/2022

**WPWA**

5569	Tina Duvall	\$7,987.00	7/1/2022
5574	Shanna Woods	\$28.00	7/12/2022

**WFD**

2058	Danny Pape	\$200.00	7/14/2022
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