Town of Chouteau Board of Trustees

Regular Board Meeting

January 8, 2024

Following the PWA Meeting at 6:00 p.m.

MINUTES:

1. Mayor called the meeting to order with roll call at 6:15 pm.

Present: Lane, Grossman, Dannels, Couch and Cunningham

2) Cunningham made the motion with Grossman seconding to accept the Consent Agenda:

December 2023 Purchase Orders and Encumbrances

December 2023 Payroll Report

December 2023 Financial Report

December 2023 Board Minutes

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

3) No Discussion or action to remove any consent agenda item(s).

4) No Unscheduled public appearances.

5) Motion made by Cunningham and seconded by Dannels to approve the library’s 2024 Schedule of Regular Meetings and Holiday Schedule.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

6) Cunningham made the motion with Grossman seconding to appoint Cheryl McNutt as representative to the Board of Directors for the Grand Gateway Economic Development Association.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

7) Motion made by Cunningham and seconded by Couch to approve changes made to the Sick Leave Incentive Program wording in the Policy and Procedure Handbook.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

8) Cunningham made the motion with Grossman seconding to approve an increase to the mileage reimbursement rate to $.67 per mile in the Policy and Procedure Handbook per the Internal Revenue Service effective January 1, 2024.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

9) Motion made by Cunningham and seconded by Grossman to approve appointing a Budget Committee for the 2024-2025 fiscal year budget. Brenda Cunningham and Roger Couch will be on the committee.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

10) Cunningham made the motion with Grossman seconding to reappoint Amber Williams to the Mayes Emergency Service Trust Authority board or trustees.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

11) Motion made by Cunningham and seconded by Grossman to accept Resolution 2024-1 declaring January 17, 2024, as Harps Food Store Day in the Town of Chouteau.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

12) Cunningham made the motion with Couch seconding to surplus a broken ice machine from the Senior Citizen building and give it to the Fire Department.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

13) Motion made by Cunningham and seconded by Lane to *enter executive session at 6:23 pm for the purpose of discussion and consideration of the employment, hiring, appointment, wages, promotion, demotion, discipling, or resignation of any Town employee. Authority: Title 25 Oklahoma Statutes 307 (B)(1).*

1. Discussion to hire Kari Kennell as a full-time administrative assistant for Chouteau Fire Department at a rate of $21.00 per hour and a start date of 2/1/24.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

14) Motion made Cunningham and seconded by Couch to return to regular session.

* + - 1. NO ACTION TAKEN IN EXECUTIVE SESSION

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

15) Discuss, possibly act on items discussed in Executive Session:

1. Grossman made the motion with Lane seconding to hire Kari Kennell as a full-time administrative assistant for Chouteau Fire Department at a rate of $21.00 per hour and a start date of 2/1/24.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

16) No Fire Chief Report

17) No Attorney’s Report.

18) Mayor’s report. Ribbon cutting at Harps at 9:00 am on January 17, 2024.

19) No New Business (any matter which could not have been reasonably foreseen prior to the posting of this agenda).

20) Cunningham made the motion with Lane seconding to adjourn at 7:04 pm.

Vote: Lane-Y, Grossman-Y, Dannels-Y, Couch-Y, Cunningham-Y

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Dawn Posey, Clerk/Treasurer Brenda Cunningham, Mayor