|  |  |
| --- | --- |
| **WAYNE PUBLIC WORKS AUTHORITY PO BOX 160 / 117 N. SHANNON WAYNE, OK 73095** | **NOTICE OF MEETING Type: Regularly Scheduled Date: Monday January 3, 2022 Time: Directly following Board of Trustees Meeting Place: Wayne Multi-Purpose Center, 111 N. Shannon, Wayne, OK** |
|  | |

**AGENDA for January 2022  
ORDER OF BUSINESS**

1. **CALL TO ORDER –** *7:10 pm*
2. **ROLL CALL AND ESTABLISH QUORUM:** **Mayor Hailey Herrin \_\_x\_\_ Derrick Neal \_x\_\_\_ Diana Taylor \_x\_\_\_ Jeff Smith \_\_x\_\_**
3. **NEW BUSINESS:** *There is a utility easement near the trailer park that is being used by residents as a driveway which may have compromised a water meter. Gary Taylor is going to check on this and the MCSO will be monitoring the area and notify residents that this is not to be used as a driveway.*
4. **PUBLIC COMMENT:** *none*
5. **DISCUSSION AND POSSIBLE ACTION ON the monthly Public Works Authorities activities/reports for the month of December 2021:** *Gary Taylor gave a verbal and written report. They will come back to reflush the filter media next month and steps to do this ourselves in the future were recorded by Gary Taylor. It was also discussed that the well generator needs to be repaired, Clifford company is coming out. It was also discussed to see what needs to be done to use the backwash tank and clean out cement lagoon. The 3 phase needs to be corrected by the installing electrician (McClain Electric) as it appears to be wired backwards on the new pump. This needs to be corrected in order for the new pump to work, while parts are on order to refurbish the older pump. Motion approved by Herrin, 2nd by Jeff Smith. Herrin aye, Neal aye, Taylor aye, Smith aye*
6. **Consideration and possible action to go into executive session to discuss medical restrictions of Gary Taylor pursuant to 25 O.S. Section 307 (B) (7):** *Motion to approve executive session by Hailey Herrin, 2nd by Jeff Smith. Herrin aye, Neal aye, Taylor aye, Smith aye. Session began at 7:28 pm and ended at 7:48 pm. A motion to accept the modification of Gary’s job duties to accommodate restrictions were approved by Trustees. Motion approved by Jeff Smith, 2nd by Hailey Herrin. Herrin aye, Neal aye, Taylor aye, Smith aye.*
7. **DISCUSSION AND POSSIBLE ACTION ON consent agenda items A-D:** *Motion to approve by Hailey Herrin, 2nd by Diana Taylor. Herrin aye, Neal aye, Taylor aye, Smith aye.*
8. **Act on December 2021 Minutes.**
9. **Act on December 2021 Purchase Orders.**
10. **Act on December 2021 Financial Reports.**
11. **Act on December 2021 Payroll.**
12. **ADJOURNMENT OF MEETING -** *7:54 pm. Motion to adjourn by Jeff Smith, 2nd by Hailey Herrin. Herrin aye, Neal aye, Taylor aye, Smith aye*

*Agenda.  
Publicly posted this 29th day of December 2021 at Town Hall, Multipurpose Center,  
Smileys Quick Stop in Wayne, Oklahoma*.

**Cindy Reed Town Clerk**