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| **TOWN OF WAYNE BOARD OF TRUSTEES PO BOX 160 / 117 N. SHANNON WAYNE, OK 73095** | **NOTICE OF MEETING Type: Regular Date: Monday March 7, 2022 Time: 6:00 PM Place: Wayne Multi-Purpose Center, 107 N. Shannon, Wayne, OK** |
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**AGENDA for March 2022**

**ORDER OF BUSINESS**

1. **CALL TO ORDER** *6:02*
2. **ROLL CALL AND ESTABLISH QUORUM**

**Mayor Hailey Herrin \_x\_\_ Jeff Smith \_\_x\_\_ Diana Taylor \_\_\_\_ Derrick Neal \_x\_\_ David Reed \_x\_\_**

1. **PLEDGE OF ALLEGIANCE (Herrin to lead)**
2. **NEW BUSINESS:** *none*
3. **PUBLIC COMMENT:** none
4. **DISCUSSION AND POSSIBLE ACTION on replacing lighting and removing old tile, staining and sealing concrete floors in Multi-Purpose Center kitchen** *– John, site manager for Sr’s was in attendance and expressed concerns about lights and flooring, the board discussed and approved replacing lighting with LED lights in the kitchen area; discussion over tearing out old floor tiles, scraping and sealing concrete floors in kitchen area will be put out for bid; the town will order the replacement tables as approved in February meeting and John says they are okay with not having a hand sink beside of the big 3 sink fixture belonging to Delta, the town will move the disposal to Delta sink. Derrick asked if the Seniors would be able to contribute any funds to the projects, John suggested contacting Virgina Schell. Derrick Neal made a motion to accept bids on flooring, 2nd by Hailey Herrin; all trustees aye, no nays.*
5. **DISCUSSION AND POSSIBLE ACTION on purchasing Christmas displays for the park** *– an estimate was presented for buying some new silhouette standing displays for the park by funds that we already in the budget; Derrick wanted a bigger tree than the 12’ one in estimate and it was discussed that we would like to have this one in addition to a larger tree as well that we could add to the new budget; motion approved by Jeff Smith, 2nd by Hailey Herrin; all trustees aye, no nays.*
6. **DISCUSSION AND POSSIBLE ACTION on Jessica Smith, code enforcement being the contact person for animal control in Purcell** *– Jessica accepts the position; motion to accept by Hailey Herrin, 2nd by Derrick Neal; all trustees aye, no nays.*
7. **DISCUSSION AND POSSIBLE ACTION on Jessica Smith, code enforcement licensing town animals** *– it was recommended this be done on a one-time basis for licensing of city animals and not annually and Jessica will be over the licensing as well; motion to accept by Hailey Herrin, 2nd by Derrick Neal; all trustee aye, no nays.*
8. **DISCUSSION AND POSSIBLE ACTION on the survey from Marcus Heilman of the Fire Department property** *the survey of property discovered that the fire department building is within the property line and Jeff Smith states that the previous board had already approved; attorney Mark Melton recommended filing the survey with the county for record; no action taken.*
9. **DISCUSSION AND POSSIBLE ACTION on assigning cell phones and tablets to employees and adding new devices if needed** *– the Town currently has 3 android tablets and we are going to see if these will work using the cell phones as hot spots for the WPWA employees to use to locate meters and valves, etc. on Diamond maps before making any new purchases. Motioned by David Reed, 2nd by Hailey Herrin; all trustees aye, no nays.*
10. **DISCUSSION AND POSSIBLE ACTION on accepting cell phone/tablet policy** *– a new policy was presented to the board to add to the employee handbook on cell phone and tablet usage; motion to accept by derrick Neal, 2nd by Jeff Smith; all trustees aye, no nays.*
11. **DISCUSSION AND POSSIBLE ACTION on adding a policy on rumors and gossip to employee handbook** *– to keep a positive public image, we added a policy on rumor and gossip to the employee handbook; motion to accept by Derrick Neal, 2nd by Jeff Smith ; all trustees aye, no nays.*
12. **DISCUSSION AND POSSIBLE ACTION on revising inclement weather/emergency closings to employee handbook** *– a revision to the policy on decisions for inclement weather was updated to include only 2 board members and emergency manager to decide; motion to accept by Derrick Neal, 2nd by David Reed; all trustees aye, no nays.*
13. **DISCUSSION AND POSSIBLE ACTION on resolution of ARPA funds** *– tabled discussion*
14. **DISCUSSION AND POSSIBLE ACTION on increasing cost of using trash dumpster in our yard** *– after looking at what we are collecting (at $10. A load and an average of 5 loads per month) and spending on the roll off dumpster ($3704.32 since July 2021), it was agreed that we need to raise the price to offset the cost. Derrick Neal made a motion to increase the price to $25.00 a load. 2nd by David Reed; all trustees aye, no nays.*
15. **DISCUSSION AND POSSIBLE ACTION on an increase on dumpsters and poly carts fees** *after taking a look at the price difference between old contract and new, the new price for poly carts will increase monthly by $1.00. The cost for an additional polycart will be $5.00. The 2 yard residential and commercial prices will remain the same. The 3 yard commercial will increase from $57.00 to $65.00. The 4 yard dumpster will increase from $62.00 to $85.00 a month. We will also be able to offer for the first time a 6 and 8 yard dumpster. These prices will go into effect after notification and we are expecting that to be begin with the May billing. Motion to accept price increases by Derrick Neal, 2nd by Jeff Smith; all trustees aye, no nays.*
16. **DISCUSSION AND POSSIBLE ACTION on amending the contract with GFL to include the school and town dumpsters** *– Kristie will get with school superintendent to see when their contract ends with with who they are currently using as the board thinks they can get a little better pricing through us and make all trash services available through the town. For the town clean up in May*
17. **DISCUSSION AND POSSIBLE ACTION on Clerks monthly report for February 2022** *– motion to accept by Derrick Neal, 2nd by Jeff Smith; all trustees aye, no nays.*
18. **DISCUSSION AND POSSIBLE ACTION on the Wayne Emergency management monthly report for February 2022** *– motion to accept by Hailey Herrin, 2nd by Derrick Neal; all trustees aye, no nays.*
19. **DISCUSSION AND POSSIBLE ACTION on Code Enforcement monthly report for February 2022** *– motion to accept by Derrick Neal, 2nd by Hailey Herrin; all trustees aye, no nays.*
20. **DISCUSSION AND POSSIBLE ACTION on the Fire Department monthly report for February 2022**  *- motion to accept by Derrick Neal, 2nd by Jeff Smith; all trustees aye, no nays.*
21. **DISCUSSION AND POSSIBLE ACTION on the McClain County Sheriff monthly report for February 2022** *– motion to accept by Hailey Herrin, 2nd by David Reed; all trustees aye, no nays.*
22. **DISCUSSION AND POSSIBLE ACTION on the consent agenda items A-D** *– motion to accept all items on consent agenda by Hailey Herrin, 2nd by Jeff Smith.*
23. **Act on February 2022 Minutes.**
24. **Act on February 2022 Purchase Orders.**
25. **Act on February 2022 Financial Reports.**
26. **Act on February 2022 Payroll.**
27. **ADJOURNMENT OF MEETING**  *- motion to adjourn at 7:21 made by Hailey Herrin, 2nd by Jeff Smith; all trustees aye, no nays.*

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| *Agenda Publicly posted this 3rd day of March 2022 at Town Hall, Multipurpose Center, Smileys Quick Stop, Wayne Superette in Wayne, Oklahoma*. | **Cindy Reed, Town Clerk** |