



REPUBLIC OF KENYA      MIGORI MUNICIPALITY      MIGORI COUNTY  
DEPARTMENT OF LANDS, HOUSING, PHYSICAL PLANNING & URBAN DEVELOPMENT

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**MINUTES OF MIGORI MUNICIPAL FULL BOARD MEETING HELD ON 30/10/2023  
IN THE MUNICIPAL BOARDROOM AT 9.30 AM**

**MEMBERS PRESENT**

1. Mr Omondi Robert Mandela	Chairman
2. Mrs Turphoser Adshiambo Adawro	vice chair
3. Mr Frank Akello	member
4. Mr Paul Odhiambo Kokelo	member
5. Mrs Spirim Kwamboka Oloo	member
6. Mr James Ogutu Odindo	member
7. Mr Willis Aluoch Aluoch	member
8. Ms Josphine Omwanda	member
9. Owino Dismas Onyango	sec/manager

**ABSENT WITH APOLOGIES**

1. Mr Andrew Mwera

The meeting was brought to order by the chairman who thank the members for turning for the meeting. The opening prayer was offered by Mr. Ogutu Odindo at 9.35 am. The following were then adopted by members as the agenda of the day:

**AGENDA**

1. Reading and confirmation of previous minutes
2. Matters arising from previous minutes
3. Reports from various committees





4. Revitalization of Ombo modern market
5. A.O.B

**MIN 01/11/2023: Reading and confirmation of previous minutes**

The previous minutes were read by the secretary and were proposed by Mr. Willis Aluoch and seconded by Mrs. Spirim Kwamboka as the true deliberations of the previous meeting.

**MIN 02/11/2023: Matters arising from the previous minutes.**

Since most of the items appearing in the previous minutes were in the agenda of the day, it was resolved that members reserve their comments for the main agenda discussions.

**MIN 03/11/2023: Reports from committees**

Previously, board committees had met and resolved various issues. Chairman gave each committee chair to table their committee recommendations for board approvals. They were as follows:

**A. Finance committee**

The committee chairman took the meeting through their recommendations as follows

- It was confirmed that there was Ksh. 8.2M in the bank accounts as savings from KUSP I that needed to be spent on eligible projects as defined on projects operations manual (POM). The projects included: solar street lights, flood lights in the markets, storm water management, solid and liquid waste management opening and improvement of access roads, construction of markets and many others
- The supplementary budget one had been passed by the county assembly and a recurrent expenditure of Ksh. 17.5M and Development of 17.5M were allocated to the Migori municipality. The recurrent, it was noted, included Ksh. 6.3M for board operations. The development allocation also included ksh.10.5M being the pending bills for Migori recreational park that was underway.
- The payment to casuals was still pending since money had not been availed from the exchequer from the national government due to creation of municipality Budget Vote the was meant to make the municipality semi-autonomous.
- The board member's allowances were in arrears, which the chairman explained were also a result of creation of Budget Vote. He assured the members that things would be well and running once the cash starts to flow the newly created vote channel.

*William*  
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C.T.O





After a desirable length of discussion, the committee was commended for very good observations and recommendations. The committee chairman was encouraged together with the team to fast track the recommendations for faster resolutions.

#### **B. Human resource and compliance committee**

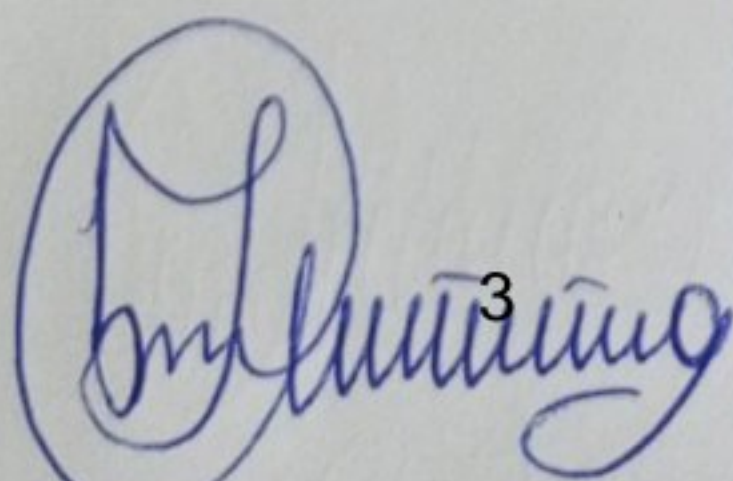
The committee chairman had the following:

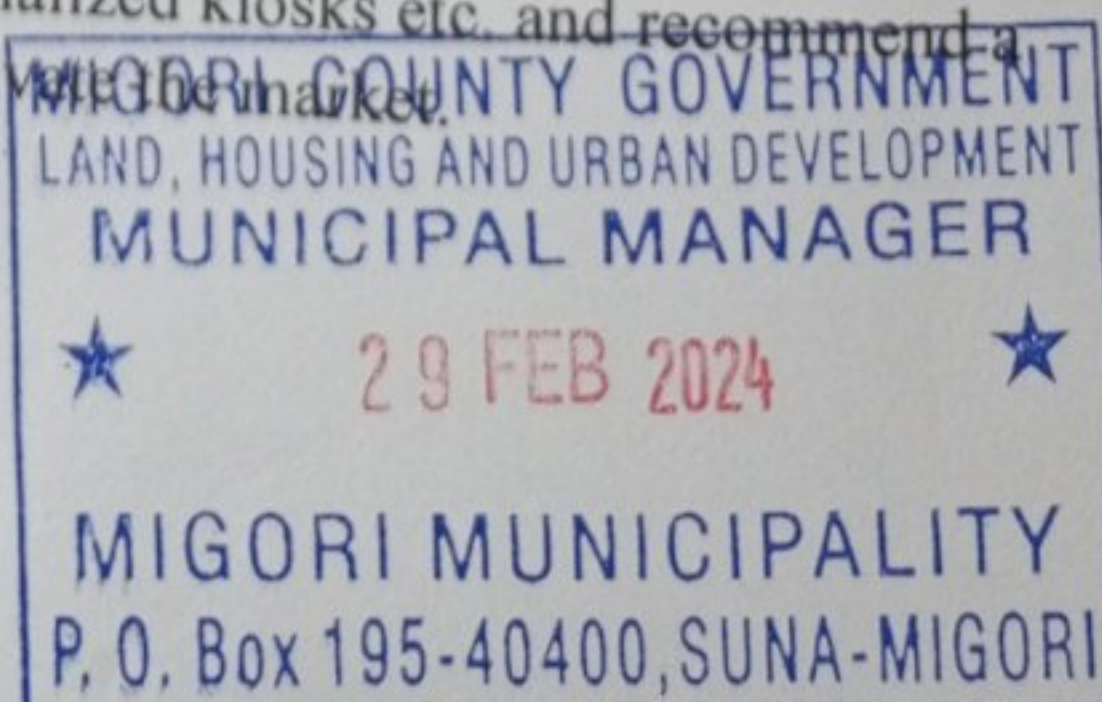
- For KUSP II to succeed, technical staff for the municipal running must be employed. However, it was observed that due to Migori county Public Service Board incapacitation by court order, the employment of such personnel was not possible. Further consultations were recommended for successful engagement of the same. CECM for lands, Housing, Physical planning and Urban development was to be consulted.
- The committee suggested a medical cover for the members of the board even if it covers few members of their families. Relevant sections and articles of various ACTS and Laws were to be consulted to ascertain the legality surrounding it and the Board be briefed in the following meeting.
- There was need for members to have a benevolence fund amongst them. This, it was observed, would cushion members on bereavement expenses and would also create love and sense of belonging amongst the members and staff. The fund would include even the members of staff. The committee was appreciated for the good thought and was given the opportunity to draft the rules that would govern the fund for better running and table it before the Board in their next sitting for adoption.
- The senior management had signed performance contract to help evaluate their performance and recommended speedy and accurate performance appraisal for other staff. The resolved that the manager appraise the staff as is appropriate and within the confines of the law and table the appraisal forms before the board in the next meeting.

#### **MIN 04/0/11/2023: Revitalization of Ombo Modern market**

In order to make Ombo market active in terms of business there was need to introduce other activities that may assist in increasing business opportunities in it. Some of these activities passed by the board are:

- Long distance vehicles to use it as a holding ground before they collect their passengers from their booking offices on town. The passengers would also alight in the market thereby creating a customer base for traders
- The Audit committee was given the assignment of finding out the number of active kiosks, unoccupied kiosks, occupied but not operationalized kiosks etc. and recommend a better way forward for onward implementation to activate the market.

  
C. T. O.





- The board was informed of a procurement procedure that was underway towards electrification of the market. A bill of quantities had been made and the procurement department was pushing it for a direct procurement with the Kenya Power and Lighting company(KPLC). Manager was directed to fast track it with the finance department.

MIN 05/11/2023: A.O.B.

Members expressed their concern on the delay of their sitting and transport allowances.

There being no other business, the meeting ended by a word of prayer from Mrs. Kwamboka Oloo at 2.30 pm.

Proposer..... sign.....

Seconder..... sign.....

Secretary.....sign.....

Chairperson.....sign.....



A handwritten signature in blue ink, appearing to be "E. T. O.", is written over the stamp.

E.T.O.