

# RONGO MUNICIPALITY BOARD

Office of the Municipal Manager  
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## MINUTES OF THE 6TH ORDINARY BOARD MEETING HELD ON 9<sup>TH</sup> JANUARY 2024 AT RONGO MUNICIPAL BOARDROOM

### PRESENT

1. Mr. Brighton Owuor Angienda- Chairperson
2. Ms. Faith Achieng Ooko- Vice Chairperson
3. Mr. Zachary Onyango Ojwang-Member
4. Bishop Joel Okoth Nyauche-Member
5. Mr. Jack Otieno Owuor- Member
6. Ms. Winnie Anyango Ogola-Member
7. Ms. Margaret Roseline Omolo-Member
8. Ms. Josephine O. Omwanda- CECM representative
9. Mr. David Ore- Municipal Manager/ Secretary

### ABSENT

1. Chief Officer- Lands, Housing, Physical Planning and Urban Development

### IN-ATTENDANCE

1. Mr. Alfred Ogundo- Accountant

### AGENDA

1. Reading and Confirmation of the previous minutes
2. Consideration and Approval of Board Committee recommendations
3. Board Activities for Quarter Three FY 2023-24
4. 2<sup>nd</sup> Quarter Financial Report FY 2023-24
5. AOB

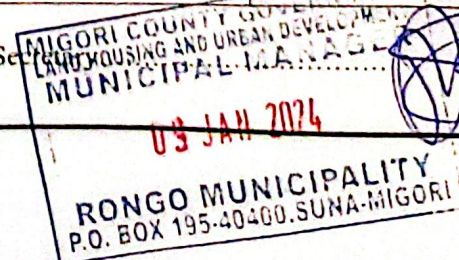
MIGORI COUNTY GOVERNMENT  
LAND, HOUSING AND URBAN DEVELOPMENT  
MUNICIPAL MANAGER

09 JAN 2024

RONGO MUNICIPALITY  
P.O. BOX 195-40400, SUNA-MIGORI

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MIN. NO.	DESCRIPTION	ACTION
<b>Min.1</b> <b>09/01/2024</b>	<p align="center"><b><u>Preliminaries</u></b></p> <p>The chairperson called the meeting to order at 09:30 am. Bishop. Joel Nyauche offered a short word of prayer following which the chairperson confirmed that the meeting had the required quorum.</p> <p>The secretary then read through the agenda of the meeting which all members adopted without amendment.</p>	
<b>Min. 2</b> <b>09/01/2024</b>	<p align="center"><b><u>Reading and Confirmation of the Previous Meeting minutes</u></b></p> <p>The secretary read through the minutes of the 5<sup>th</sup> ordinary meeting held on 7<sup>th</sup> November 2023 at Rongo Municipal Boardroom. The minutes were proposed for confirmation by Bishop Nyauche and seconded by Mr. Jack Otieno as true records of the deliberations of the meeting.</p>	
<b>Min. 3</b> <b>09/01/2024</b>	<p align="center"><b><u>Matters Arising from the minutes of the previous meeting</u></b></p> <p><b>Min. 7</b>  <b>07/11/2023</b>  <b><u>Pending Bills</u></b></p> <ul style="list-style-type: none"> <li>The meeting resolved that the Finance and economic planning committee to consider all the pending bills that were to be paid in the subsequent disbursement of funds to the municipality.</li> </ul>	<p>Municipal Manager</p> <p>Finance Committee chairperson</p>
<b>Min 4</b> <b>09/01/2024</b>	<p align="center"><b><u>Consideration and Approval of Board Committee recommendations</u></b></p> <p>The board considered and approved the resolutions from various committee meetings which included:</p> <ul style="list-style-type: none"> <li>Approved Rongo Municipality Organization Structure</li> </ul>	<p>Municipal Manager</p>


  
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	<ul style="list-style-type: none"> <li>• Creation of Office space for the Municipal Staff</li> <li>• Conduct of citizen forum meeting at Kitere</li> <li>• Undertaking a peer learning activity at Wote municipality, Makueni County</li> <li>• Removal of illegal structures on the highways</li> <li>• Developing a prototype design of the kiosk to be constructed in the Municipality</li> <li>• Allocation of adequate funds for environmental management</li> <li>• Adoption of the 1<sup>st</sup> Quarter expenditure report FY 2023-24</li> <li>• Adoption of the 2<sup>nd</sup> quarter activities cost estimates</li> <li>• Murraming of Backstreet and Central SDA – Royal Hospital Roads</li> </ul>	
<p><b>Min 5</b> <b>09/01/2024</b></p>	<p><b><u>Activities for Quarter Three FY 2023-24</u></b></p> <p>The Meeting considered and approved for implementation that the following activities be undertaken in the third quarter:</p> <ul style="list-style-type: none"> <li>• Rehabilitation of Backstreet and Central SDA – Royal Hospital Roads</li> <li>• Removal of illegal structures along the highways</li> <li>• Review of the Bylaws</li> <li>• Hiring of new casuals</li> <li>• Environmental Management through unclogging of drainages and cleaning of the streets</li> </ul>	<p>All Board Members</p> <p>Municipal Manager</p>
<p><b>Min 6</b> <b>09/01/2024</b></p>	<p><b><u>2<sup>nd</sup> Quarter Financial Report FY 2023-</u></b></p> <p>The Municipal Manager tabled the 2<sup>nd</sup> quarter Financial Report of the Municipality as was submitted to the county treasury. The Board recommended that save for essential matters, travels by the Municipal staff should be minimal to reduced the</p>	<p>Municipal Manager</p>

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	expenditures on travel costs and subsistence allowances.	
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The next meeting would be held on 30<sup>th</sup> April 2024 in Rongo Municipal Board-Room at 09:00 am.

There being no other businesses the meeting was adjourned at 1450Hrs by a word of prayer from Bishop Joel Nyauche.

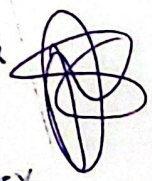
**Minutes signed for Circulation**

Chairman..... Date.....

**Minutes Confirmed**

Chairperson..... Date.....

Secretary..... Date.....

  
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