



MUNICIPALITY OF MIGORI  
OFFICE OF THE MUNICIPAL MANAGER  
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**MIGORI MUNICIPALITY FULL BOARD MEETING MINUTES HELD ON 19TH MARCH 2025 AT 9:30 AM IN THE MUNICIPAL BOARDROOM.**

**Attendance**

1. **Paul Kokelo** – Chairman
2. **Frank Daniels** – Member
3. **Willis Aluoch** – ---- Member
4. **Turphoser Adawo** – Member
5. **Spirim Kwamboka** – Member
6. **Robert Mandela** – Member
7. **James Ogutu** – Member
8. **Owino Dismas** – Manager/Secretary



The meeting was called to order at 9:30 AM by the Chairman, with an opening prayer led by **Spirim Kwamboka**. The chairman welcomed members and thanked them for always sparing time to solve municipal issues. He set them free to deliberate and reach concutions that would solve most of the municipal problems.

**Agenda**

1. Reading and confirmation of previous minutes
2. Matters arising from the previous minutes
3. Mushrooming of illegal stalls in town
4. Proposals to donors and development partners to help install solar-powered flood lights in Marindi Market and Namba Market
5. Report on the progress in procurement process for projects and supplies
6. Any Other Business (AOB)

**MIN 01/19/03/2025: READING AND CONFIRMATION OF PREVIOUS MINUTES**

- The Secretary, **Owino Dismas**, read the minutes of the previous meeting.
- Members noted minor corrections in spelling and formatting.
- The minutes werEe proposed by James Ogutu and seconded by Turphoser Adawo as the true reflections of the previous mimnutes.

**MIN 02/19/03/2025: MATTERS ARISING**

- Enforcement of municipal order in town was discussed, with emphasis on consistent patrols.
- Members highlighted delays in garbage collection and urged improvement.
- The issue of darkness in town raised in the last meeting was noted to be consistent and more street lights in strategic points was suggested if funds are availed.

- The board agreed to follow up with the county treasury on delayed disbursement of funds.

**MIN 03/19/03/2025: MUSHROOMING OF ILLEGAL STALLS IN TOWN**

- Members expressed concern over congestion caused by unlicensed stalls and the stalls installed on road reserves.
- It was agreed that notices should be issued to traders occupying road reserves.
- The board recommended collaboration with law enforcement to ensure compliance.
- A proposal was made to designate alternative trading spaces to accommodate displaced traders.
- Members suggested sensitization forums to educate traders/residents the importance of open public spaces and on licensing requirements.

**MIN04/19/03/2025: PROPOSALS TO DONORS AND DEVELOPMENT PARTNERS**

- The board discussed the urgent need for solar-powered flood lights in **Marindi Market** and **Namba Market** to enhance security and extend trading hours.
- Members agreed that proposals should highlight community benefits such as improved safety, economic growth, and environmental sustainability.
- It was resolved that the Secretariat should prepare a detailed budget estimate for the project.
- Members suggested approaching NGOs, private sector partners, and county government for support.
- Technical, planning and strategy committee was tasked to spearhead donor engagement and proposal drafting to be ready within two weeks.

**MIN 05/19/03/2025: REPORT ON PROCUREMENT PROCESS**

- The Secretary presented a progress report on ongoing procurement for municipal projects and supplies.
- Members noted that tendering for road maintenance equipment was complete, awaiting delivery.
- Procurement of Shoe Shiner Booths and Maintenance of Municipal Drainages were still under evaluation.
- Concerns were raised about poor drainage in some parts of town, especially during heavy rains and called upon the manager to fast track the drainage maintenance contract to help solve the problem.
- The board emphasized transparency, accountability, and adherence to timelines.
- Members requested quarterly updates on procurement status to enhance oversight.

**MIN 06/19/03/2025: ANY OTHER BUSINESS (AOB)**

- Members suggested initiating a partnership with the water department to address drainage issues.
- The board discussed the need for capacity-building workshops for municipal staff.
- Members proposed organizing a community clean-up day to promote public participation in keeping the town clean.
- The Chairman directed that these issues be included in the agenda for the next meeting.

The meeting ended at 1:15 PM with a closing prayer led by **Robert Mandela**.

**Signatures**

**Proposer:** \_\_\_\_\_

**Secunder:** \_\_\_\_\_

Secretary (Owino Dismas):



Chairman (Paul Kokelo):



MIGORI COUNTY GOVERNMENT  
LAND, HOUSING AND URBAN DEVELOPMENT  
MUNICIPAL MANAGER  
★ 19 MAR 2025 ★  
MIGORI MUNICIPALITY  
P. O. Box 195-40400, SUNA-MIGORI

