

# COUNTY GOVERNMENT OF KIRINYAGA



## KERUGOYA/KUTUS MUNICIPAL BOARD

### MINUTES OF THE KERUGOYA/KUTUS MUNICIPAL BOARD MEETING HELD ON 16<sup>th</sup> FEBRUARY 2024 AT THE MUNICIPAL BOARDROOM AT KERUGOYA.

#### MEMBERS PRESENT

1. Lucy K. Munyi – Board Chairperson
2. Erick Muthii Kinyua – Vice Chairperson
3. Mary Muthoni Cooper
4. Dickson K. Ngari – Board Member
5. Timothy Njeru – Board Member
6. Rev. Grace Wambui Kamwagire – Board Member
7. CPA Paul M. Muchira – Municipal Manager/Secretary

#### MIN/1/12/MUN BD /24 PRELIMINARIES

The Vice Chairperson called the meeting to order at 11:45am. The meeting started with a word of prayer from Mr. Timothy thiaka. The chairman confirmed the members' quorum. The Board adopted the agenda paper with addition of one extra agenda on board members welfare. The vice chair alerted the members that she would be leaving slightly before the meeting possibly ended due to some other unavoidable engagements she had.

#### MIN/2/12/ MUN BD /24 REMARKS FROM THE CHAIR.

The Chair appreciated all members for attending the board meeting.

**MIN. 3/12/MUN BD/24 READING AND CONFIRMATION OF THE PREVIOUS BOARD MEETING MINUTES.**

The secretary took the members through the stated minutes.

The minutes were proposed by Mr Dickson Kinyua and seconded by M/s Wambui Grace.

**Matters arising from the minutes.**

**1 On the Value chains and timing.**

Members noted that the project was taking too long in the implementation especially on the value chain final feasibility.

**MIN. 4/12/MUN BD/24 KUSP PROJECT REPORT 2018/2019, 2019/2020/, 2020/2021, 2021/2022.**

The municipal manager presented before the board the technical progress report on the KUSP projects for financial years 2018/2019, 2019/2020/, 2020/2021, 2021/2022. The project report was proposed by M/s Wambui Grace and Mr Dickson Kinyua. Members noted that a total of Kshs. 194 million was not yet released for the KUSP funding program as expected and budgeted for. This had contributed to the delay in completion of the KUSP projects especially the modern fire station under construction which was only 40% complete.

Members noted that some of the cabro parking spaces constructed under KUSP fund were been subjected to mis use by the vehicles mechanics and building materials vendors. This issue was to be addressed by the municipal manager. Members also emphasized on the need to ensure all cabro parking spaces are levied and maintained tidy. The municipal manager was mandated to do a follow up on this through the relevant county departments. Mr Kabui noted that the Kerugoya fresh produce Market washrooms required some more upgrade.

**MIN. 5/06/MUN BD/24 SUED PROGRAM - KERUGOYA/KUTUS MUNICIPALITY SUED PROGRAM.**

The Manager presented before the Kerugoya/Kutus Municipality SUED Program report which is a United Kingdom funded program.

The following were the key components of the SUED program.

- Capacity assessment and Building
- Investment attraction Strategies
- Climate resilient Strategies
- Implementation of the identified Value chain project.

On average the SUED program was 30% done with the UEP been 95% Complete.

The report was proposed by Mr John Kabui and seconded by Mr Dickson Muriithi.

- Currently SUED team had already hired a consultant, KPMG to carry out the Investment attraction Strategies. This was at an advanced stage with more focus been done on the value chains likely to be implemented.

#### **MIN. 8/12/MUN BD/22 MUNICIPAL BOARD MEMBERS WELFARE.**

After some lengthy discussion the board made the following resolutions concerning the municipal board welfare.

- Municipal manager to immediately fast-track all outstanding board allowances for timely payments. The new chair promised to try his best to assist the municipal manager in the follow up of the allowances.
- The municipal manager to advise in the subsequent meeting on the outstanding municipal board allowances.
- Municipal manager to consult the municipal charter, SRC guidelines and UACA 2011 to relay information on any possible outstanding board dues unpaid including medical benefits if possible.
- Board members resolved to give the relevant documents to support mileage claims for board members.
- Board members resolved to be supporting each other when ever any member could be having an issue.

#### **MIN. 9/06/MUN BD/22 A O B**

1. Board members mandated the municipal manager to get someone to be assisting in the taking of municipal board minutes in future for the full participation of the municipal manager in the board meetings.
2. There been no any other business the meeting ended at 2:40pm with prayers from M/s Wambui Grace

Signed .....  
Date ..... 21 June 2024

Signed.....  
Date..... 21/6/2024

CPA Paul M . Muchira

Elijah K Mutuango

Secretary

Chairperson