



MEETING NOTICE AND AGENDA

Town of Washington Board of Trustees
Tuesday, October 14, 2025 6pm (or immediately following the Public
Works Authority Meeting)
Town of Washington Town Hall 204 N. Main St., Washington, OK 73093

1. **Call to Order** Time _____

2. **Roll Call**

Mayor & Trustee Joel Siria _____

Trustee James Andrews _____

Trustee Tony Brennan _____

3. **Pledge of Allegiance, Proclamations, & Presentations**

A. Pledge of Allegiance

B. Public Comment (each speaker limited to three minutes)

4. **Consent Agenda**

A. Approve the Minutes from the Town of Washington Regular Meeting on September 9, 2025.

B. Approve the Payment of an Invoice to Wee Construction in the amount of \$5,345.

C. Approve and Adopt an Ordinance Amending Sections of the Municipal Code establishing water rates and other associated charges, due dates for utility payments, sewer rates and other associated charges, and solid waste rates and other associated charges to be consistent with the Manual of Fees.

D. Approve and Adopt an Ordinance Amending The Employee Retirement System, Defined Contribution Plan.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

5. **Action Items**

A. Consideration and possible approval, denial, postponement, or other action regarding a Resolution Establishing The Washington Cemetery Advisory Committee, Appointing Members Thereto, And Setting Forth Rights And Responsibilities Thereof.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

B. Consideration and possible approval, denial, postponement, or other action regarding a Resolution amending the Manual of Fees – Cemetery Fees. ***A “motion to take from the table” will be needed to bring this item back up for consideration. The Board may then consider proposed changes to the resolution, which are included in the agenda packet, or any other changes.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

- C. Consideration and possible approval, denial, postponement, or other action regarding a Resolution Authorizing the Town Administrator to Execute an Agreement with Aclarian for Financial Management Software.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

- D. Consideration and possible approval, denial, postponement, or other action regarding the appointment of Planning Commissioners to vacated seats and unexpired terms of office.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

- E. Consideration and possible approval, denial, postponement, or other action regarding a Resolution Authorizing the Town Administrator to Apply for a TSET Built Environment Grant.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

- F. Consideration and possible approval, denial, postponement, or other action regarding a Resolution declaring the eligibility of the Town of Washington to submit an application to the Oklahoma Department of Transportation for use of Transportation Alternatives Program funds set forth by IIJA for the Sidewalk Connection Project in Washington, OK and authorizing the Town Administrator to sign the application.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

- G. Consideration and possible approval, denial, postponement, or other action regarding a Resolution Authorizing the Town Administrator to Execute Necessary Agreements and Install a Playground in Memorial Park at a Cost Not to Exceed \$68,000 utilizing grant revenue only.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

- H. Consideration and possible approval, denial, postponement, or other action regarding an Ordinance Creating a Procedure for the Honorary Designation of Streets.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

- I. Consideration and possible approval, denial, postponement, or other action regarding a Resolution Designating James Winchester Way as an Honorary Street.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

- J. New Business (if any)

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

6. **Financial Reports**

The regular monthly financial reports for all funds are provided to Trustees for their review and information. (Presented by Town Administrator Mica A. Lunt)

This item is for informational-purposes only.

7. Town Administrator, Staff, and Trustee Reports

The Town Administrator, Staff, and Trustees will provide updates regarding recent and upcoming events and projects, including events of interest and the general operations of the Town. No action will be taken.

Fire Department Report presented by Chief Justin Braziel

Police & Code Enforcement Report presented by Chief Ruben Ruiz

Town Clerk's Report presented by Town Clerk Kasey Leshner

Administration Report presented by Town Administrator Mica Lunt

8. Executive Session

A. Board of Trustees may consider retiring into Executive session for the purpose of:

1. Consideration and discussion of personnel matters including the duties of the Town Administrator, in accordance with 25 O.S. Section 307(B)(1).

B. Board of Trustees may consider and take any action deemed appropriate as a result of the Executive Session.

Motion _____ Second _____

Votes: Siria _____; Andrews _____; Brennan _____

9. Adjournment Time _____

This agenda was filed in the office of the Town Clerk and posted at 10/13/2025 8:30am, on the Town's website and in the lobby of the Town of Washington Town Hall, 204 N Main St., Washington, Oklahoma 73093, by Mica Lunt, Town Administrator.



Town Administrator