



**TOWN OF WASHINGTON**  
**BOARD OF TRUSTEES**  
204 N. MAIN ST.  
WASHINGTON, OK. 73093  
**MINUTES**

Type: Regular Meeting

Date: Tuesday, August 12, 2025

Place: Washington Town Hall

204 N. Main Street

Washington, OK. 73093

1. Call to Order Time: 7:35pm

2. Roll Call:

Chairman Joel Siria: Here

Trustee James Andrews: Here

Trustee Tony Brennan: Absent

3. Pledge of Allegiance, Proclamations, & Presentations

A. Pledge of Allegiance

B. Oath of Office Fire Chief Justin Braziel

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

None.

4. Consent Agenda

A. Approve the Minutes from the Town of Washington Regular Meeting on July 8, 2025.

B. Approve the Minutes from the Town of Washington Special Meeting on July 22, 2025.

C. Approve a Resolution Approving State of Oklahoma Department of Transportation Speed Limit Modification.

D. Approve a Resolution Authorizing the Application for an ASCOG REAP

Motion: To approve as written by Siria.

Second: Andrews.

Votes: Andrews: yes; Siria: yes; Brennan: absent.

5. Action Items



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- A. Consideration and possible approval, denial, postponement, or other action regarding an Amendment to the FY 25-26 Budget.

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Town Administrator Lunt explained that the Water Tower debt service has been removed from the budget and the WVFD County Tax income has been removed as well as the expenses paid by that income.

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Motion: To approve as written by Siria.

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Second: Andrews.

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Votes: Andrews: yes; Siria: yes; Brennan: absent.

- B. Consideration and possible approval, denial, postponement, or other action regarding a Request to be Heard by Jacob Wallace regarding concerns over the Fire Department and Town Administrator.

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Jacob Wallace inquired about when the Town Administrator assumed oversight of the Washington Volunteer Fire Department (WVFD). Trustee Siria clarified that this transition occurred approximately three to four months ago. The Trustees discussed the WVFD bylaws, noting that they have not yet been codified through a Town Ordinance. There was a consensus among the Trustees encouraging the WVFD to convene, review their bylaws, and formally present them for adoption and codification.

Concerns were raised regarding the Authority Having Jurisdiction (AHJ) and responsibility for commercial fire inspections within the Town. It was clarified that the State Fire Marshal is designated to conduct these inspections.

Additionally, questions emerged about the inclusion and subsequent removal of County revenue in the WVFD budget. It was explained that the revenue and associated expenses were initially included to ensure transparency but were later removed as they were not required to be listed in the Town's budget documentation.

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No Action

- C. Consideration and possible approval, denial, postponement, or other action regarding a Request to be Heard by Kathy Wilk regarding mail delivery.

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Kathy expressed concerns regarding the current mail delivery routes and the reliance on P.O. boxes within the Town of Washington. She encouraged residents interested in receiving mail directly at their homes to obtain and complete USPS Form PS 4027. This form is available on the USPS website or at Town Hall and should be submitted to the local Post Office.



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No Action

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## 6. Financial Reports

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

This item is for informational purposes only and is available on the Town of Washington's website.

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## 7. Town Administrator, Staff, and Trustee Reports

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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.

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Fire Department Report presented by Fire Chief Justin Braziel: Activity Tracked: Administrative (2) 1 Meeting at Town Hall and 1 Other, Duty Roster (54) 54 On-Call, Emergency Response (25) 1 No action specified, 14 EMS, 9 Fire, and 1 Service Call. 7 In Town Calls and 16 Out of Town Calls. The WVFD also has been awarded a grant for a new engine.

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Police Department Report presented by Chief Ruiz: 4 Suspicious person calls, 9 Reports, 74 Traffic stops, 13 Citations, 58 Verbal warnings, 2 Juvenile contacts, 42 Phone contacts, 31 Contact subject, 5 Follow-up, 5 Fire Dept. assists, 9 Law Enforcement, 8 Ambulance/Medical, 3 Transports, 2 "911" Hang-up, 7 Motorist assists, 2 Alarm calls, 2 Complaints, 1 Noise complaint, 4 Misc. complaints, 1 Accident, 3 Animal disturbance, 3 Welfare checks, 3 Mentally ill, 1 Suicide attempt, 2 Domestic, 2 VPO assists, 4 Special assignment, 19 Paperwork, 1 Water code, 11 Code enforcement and 5 Code enforcement follow-ups. Chief Ruiz requests that everyone be mindful and patient with school starting traffic as new student parents are learning the drop off system. Body cams are working, Tasers have arrived, and we are awaiting certification to carry, and the new Digi ticket citation system is closer to being up and running.

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Town Clerk's Report presented by Town Clerk Kasey Leshner:

- Late penalties: 155 Customers Total: \$2,143.23
- Customers Disconnected due to Non-payment: 0
- Permits Issued: 3 Building Permit, 3 HVAC Permit, 1 Storm Shelter and 1 Residential Burn
- New Customers: (Existing Builds) 9
- Cemetery Lots Sold: 2
- Utility Customers Removed from Collections: 0



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- Individuals Sent to Collections for Citations: 0
- Individuals Removed from Collections for Citations: 2, \$285.00

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Town Administrator Report presented by Town Administrator Lunt: The Town of Washington is now under contract with Inner circle to provide support to our first responders regarding critical incident treatment for incidents that they may be involved in. Thank you to the families of our First responders for bring this need to our attention.

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8. Executive Session

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

1. Consideration and discussion of personnel matters including the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of the Town Administrator, in accordance with 25 O.S. Section 307(B)(1).

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

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No action was taken.

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Adjournment Time: 8:37pm

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Chairman, Joel Siria

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Clerk, Kasey Leshner