

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

Type: Regular Meeting

Date: Tuesday, October 1, 2024

Place: Washington Town Hall

204 N Main

Washington, OK. 73093

1. Call to Order Time: 6:00pm

2. Roll Call:

Mayor & Trustee Joel Siria: Here

Trustee Duane Branham: Here

Trustee Tony Brennan: Absent

3. Pledge of Allegiance, Proclamations, & Presentations

A. The pledge of allegiance will be provided by Mayor Siria

B. Public Comment (limited to three minutes)

Bob Burris expressed concerns regarding code enforcement, taxes due to the federal government and police use of vehicles.

Kara Zerby expressed thanks for all the hard work and offered encouragement.

4. Consent Agenda

A. Approve the Minutes from the Town of Washington Regular Meeting on September 23, 2024.

B. Approve purchase of Jayhawk software for utility billing, court and cemetery management in the amount of \$16,939.00 for the first year and \$8,884.00 annually thereafter.

C. Approve the Town of Washington joining the 4th Amended & Restated Interlocal Agreement Dated July 1, 2000, with OPEH&W.

D. Approve and authorize the Town Administrator to execute an agreement with OPEH&W for employee medical, dental, vision, and life benefits provided by the Town of Washington.

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- E. Approve a joint resolution by the Town of Washington and the Washington Senior Citizens Center establishing an agreement regarding the operation of the Senior Citizens Center and Nutrition Program for the senior citizens of the Town of Washington and surrounding communities of Cole, Criner, Dibble, and Goldsby.
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Motion: Duane Branham made a motion to remove Item E from the consent agenda.

Second: Joel Siria

Votes:

Joel Siria, Aye

Duane Branham, Aye

4E. Mica Lunt presented the resolution. The Senior Citizens have not had a chance to meet regarding the resolution but have explained that they have concern regarding section 3 item 4 and section 4 item 5. Mica Lunt recommends that the board consider postponing this item and allowing the Senior Citizen Center to convene and reapproach this later.

Motion: Joel Siria made a motion to table this item.

Second: Duane Branham

Votes:

Joel Siria, Aye

Duane Branham, Aye

5. Action Items:

- A. Consideration and possible approval, denial, postponement, or other action regarding the Washington Fire Department's Hydrant Flow Test.
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Fire Chief Simpson explained that the Fire Department is required to inspect and flush the hydrants twice a year. He has been in contact with T.R. Leshner and they have decided that this will not be done all on the same day but will be spread out at appropriate times based off the SCADA system information.

- B. Consideration and possible approval, denial, postponement, or other action regarding the Town of Washington's Emergency Management/Preparedness the operation/repairability of Outdoor Warning Sirens.
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Fire Chief Simpson gave an update on the outdoor warning sirens. The town has 4 outdoor warning sirens within the district and 2 within town limits. Goddard Industries has inspected these sirens and has found that the siren at the Fire Department is out of operation and will not be repairable. The siren at Washington Public School is operational but could be undated. To get all 3 sirens working at their utmost it will be between 18-20 thousand dollars total. They are old and could be repaired but repairing them was not a

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guarantee that they would function properly. Grants are being investigated and he will keep the Board updated on any progress made.

Lunt: I want to make sure everyone is clear that these are outdoor warning sirens and not tornado specific sirens. There are many things to consider regarding these and grants to explore.

Gilbert Keith: I am a retired fire fighter, and I am volunteering my services to help develop a plan and a program. Having a plan for emergency situations would be beneficial.

Siria: I agree having a plan for emergency situations would be beneficial.

Branham: I feel that this is exactly what the community needs, citizens standing up to help make a difference.

Action: Nichols | Dixon to write up an agreement regarding Emergency Management.

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- C. Consideration and possible approval, denial, postponement, or other action regarding a request to be heard by Pam Siria regarding traffic safety.

The Board of Trustees expressed their thanks for this information and assured Ms. Siria that ODOT will be conducting an audit on signage, and we are actively working to ensure that these concerns are addressed.

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- D. Consideration and possible approval, denial, postponement, or other action regarding transitioning the Washington Board of Trustees from a three-place to a five-place board.

Siria: This is something that the board has researched thoroughly. Additional members would provide additional expertise and opinion. Two more members would provide more feedback in our community.

Branham: Having additional members would allow our meetings to not be subject to as many changes in date and time. At this point if any two board members were unable to attend, we must cancel and reschedule the entire meeting. It will also help support the community by adding another voice. We as a community need to be more involved. A strong board will only strengthen the Town.

Motion: Duane Branham made a motion to adopt Ordinance No. 2024-10.1

Second: Joel Siria

Votes:

Joel Siria, Aye

Duane Branham, Aye

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- E. Consideration and possible approval, denial, postponement, or other action regarding an Ordinance to impose a technology fee on citations.
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Motion: Joel Siria made a motion to table this item.

Second: Duane Branham

Votes:

Joel Siria, Aye

Duane Branham, Aye

- F. Consideration and possible approval, denial, postponement, or other action regarding the date of the November 2024 Regular Board of Trustees Meeting.

Due to Board member availability, we will have to reschedule this meeting from the 5th to the 12th at 6:00pm.

Motion: Duane Branham

Second: Joel Siria

Votes:

Joel Siria, Aye

Duane Branham, Aye

- G. Consideration and possible approval, denial, postponement, or other action amending Article 4 (Financial and Business Procedures) to establish for food truck and similar vendors.

Motion: Duane Branham

Second: Joel Siria

Votes:

Joel Siria, Aye

Duane Branham, Aye

- H. New Business (if any)

None.

6. Financial Reports:

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

This item is for informational purposes only.

7. Correspondence

The following correspondence is provided to the council for their review and information.

A. None.

8. 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.

Fire Department Report presented by Chief Billy Simpson

- 18 Total calls, 3 Grass, 3, Signal 82, 9 Medical, 1 Vehicle fire, 2 Standby-Football and Carnival
 - 2 Grants received
-

Police and Code Enforcement Report presented by Chief Ruben Ruiz

- 59 Traffic stops, 8 Citations issued, 51 Warnings issued.
 - Investigated 2 accidents, 2 disturbances, 2 victim protective order violations and 2 threats of violence at the school.
 - Increased monitoring in high traffic areas.
-

Public Works Report presented by Public Works Director T.R. Leshner

- A bypass was installed on Lift Station and lift station cleaned.
 - Pressure gauge installed on tower.
 - Chlorinator pump installed on Well 3, New meter installed on Well 2.
 - 1 Leak repaired.
-

Town Clerk's Report presented by Town Clerk Kasey Leshner

- Grant approval for new software, utility, cemetery and court.
 - Deposit account for utilities funded
-

Administration Report presented by Town Administrator Mica Lunt

- Planning and Zoning Commission, Board of Adjustments Next Steps
 - Cybersecurity Grant Award \$41,900.00 & November Application
 - Permit Applications & Payments Online
 - Update Water Rates
 - Fall Clean-up Day
 - Cleaning Service & Pest Service
-

9. Executive Session

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

Motion: Duane Branham

Second: Joel Siria

Votes:

Joel Siria, Aye

Duane Branham, Aye

Board Reconvened after Executive Session

Motion: Duane Branham made a motion to reconvene

Second: Joel Siria

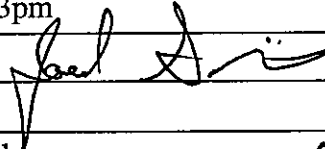
Votes:

Joel Siria, Aye

Duane Branham, Aye

10. Adjournment Time: 8:53pm

Joel Siria, Mayor



Kasey Leshner, City Clerk

