



MEETING NOTICE AND AGENDA

Town of Washington Board of Trustees
Tuesday, March 4, 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 Duane Branham _____

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 February 13, 2024.

B. Approve Expenses Beyond Town Administrator Authority limits.

C. Approve a resolution authorizing a change in allocated funding originally authorized by resolution 24-8 for the SCADA/Telemetry System.

D. Approve a resolution amending the FY24-25 budget adding additional funding to the Public Works Authority Utility Expenses – Repairs & Maintenance category.

E. Approve an ordinance increasing the court costs from \$15 to \$30 and providing for a collection fee of 35% of the amount of any unpaid fines or cost if contracting with a collection agency for the collection thereof.

F. Approve an ordinance establishing a "Utility Collection Fee" to provide for a collection fee of 35% of the amount of any unpaid fines or cost if contracting with a collection agency for the collection thereof.

G. Approve and authorize the Town Administrator to execute an agreement with Aberdeen Enterprizes & RS2 Solutions to collect delinquent utility and court related payments.

Motion _____ Second _____

Votes: Siria _____; Branham _____; Brennan _____

5. **Action Items**

A. Consideration and possible approval, denial, postponement, or other action regarding an ordinance adopting an employee retirement system, defined contribution plan, and providing retirement benefits.

Motion _____ Second _____

Votes: Siria _____; Branham _____; Brennan _____

- B. Consideration and possible approval, denial, postponement, or other action regarding a joint resolution of the Town of Washington, Oklahoma and of the Washington Public Works authority extending the administrative freeze on all residential and commercial developments and zonings; allowing for preliminary plats upon the execution of a disclaimer; providing for the duration of said freeze; providing for circumstances to which the freeze will not apply.

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

- C. Consideration and possible approval, denial, postponement, or other action regarding an ordinance repealing Ordinance #2024-10.1 effectively re-establishing a three-member board.

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

- D. Consideration and possible approval, denial, postponement, or other action regarding a request to be heard by Jeff Holland.

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

- E. New Business (if any)

Motion _____ Second _____
Votes: Siria _____; Branham _____; 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 Billy Simpson

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:

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 _____; Branham _____; Brennan _____

9. **Adjournment** Time _____

This agenda was filed in the office of the Town Clerk and posted at 2/27/25 1015 hrs, 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