



**MEETING NOTICE AND AGENDA**  
**Town of Washington Public Works Authority**  
**Tuesday, February 10, 2026, 6pm**

**Town of Washington Town Hall, 204 N. Main St., Washington, OK 73093**

1. **Call to Order** Time \_\_\_\_\_

2. **Roll Call**

|                            |                       |                      |
|----------------------------|-----------------------|----------------------|
| Chair & Trustee Joel Siria | Trustee James Andrews | Trustee Tony Brennan |
|----------------------------|-----------------------|----------------------|

3. **Consent Agenda**

A. Approve the Minutes from the Town of Washington Public Works Authority Meeting on January 13, 2026.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Votes: Siria \_\_\_\_\_; Andrews \_\_\_\_\_; Brennan \_\_\_\_\_

4. **Action Items & Public Hearings**

A. Consideration and possible approval, denial, postponement, or other action regarding designating a delegate for the Oklahoma Rural Water Association 56<sup>th</sup> Annual Meeting and nominating a director.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Votes: Siria \_\_\_\_\_; Andrews \_\_\_\_\_; Brennan \_\_\_\_\_

B. New Business (if any)

Motion \_\_\_\_\_ Second \_\_\_\_\_ Votes: Siria \_\_\_\_\_; Andrews \_\_\_\_\_; Brennan \_\_\_\_\_

5. **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 Public Works Authority. No action will be taken.

- Public Works Report presented by Public Works Director TR Lesher
- Update on Water Tower Project and Water Filtration Project by Town Administrator Mica Lunt

6. **Adjournment** Time \_\_\_\_\_

This agenda was filed in the office of the Town Clerk and posted at \_\_\_\_\_, 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.

2:45pm   
Town Administrator



## MINUTES

### Town of Washington Public Works Authority

Tuesday, January 13, 2026, 6pm

Town of Washington Town Hall, 204 N. Main St., Washington, OK 73093

1. **Call to Order.** The meeting was called to order by Chairman Siria at 1800 hours.
2. **Roll Call.** Roll was called by Town Administrator Lunt, and Trustees Joel Siria and James Andrews, were present, which established a quorum. Trustee Brennan was absent from the beginning of the meeting but later arrived as notated below.
3. **Consent Agenda**
  - A. Approve the Minutes from the Town of Washington Public Works Authority Meeting on December 9, 2025.
  - B. Approve the Payment of Invoice 4057 to Wee Construction for \$11,656.00 for Repairs to Leaking Water Mains Under Kerby Near the Old Water Tower
  - C. Approve an Estimate for Servicing the Water Tower & Repairing a Leak to Cunningham Sandblasting & Painting Company for \$2,500.00 & \$7,500.00.
  - D. Approve an Estimate for Repairing Fire Hydrants Across the Town to Bell Construction for \$13,700.00.

Chairman Siria moved to approve the consent agenda, and the motion was seconded by Trustee Andrews. Both Trustees voted affirmatively.

#### 4. **Action Items & Public Hearings**

- A. Conduct a public hearing and consider possible approval, denial, postponement, or other action regarding a Resolution Authorizing the Town Administrator to Apply for a USDA Rural Development Loan for the Water Standpipe Improvements Project. This resolution was assigned number 26-1.1 by the Town Clerk. Chairman Siria opened the public hearing at 1802 hours. There were no public comments. Mayor Siria provided an overview followed by Mr. Lunt, explaining where the Town was in the application process. Chairman Siria moved to approve the resolution, and the motion was seconded by Trustee Andrews. Both Trustees voted affirmatively.
- B. Consideration and possible approval, denial, postponement, or other action regarding a joint resolution of the Town of Washington Board of Trustees and the Washington Public Works Authority Approving an Amendment to the Municipal Budget for Fiscal Year 2025-2026 for Purposes of Reallocating Funding. This resolution was assigned number 26-1.2 by the Town Clerk.

**Second Roll Call.** At this point in the meeting, Trustee Brennan arrived at the meeting and participated in this discussion and vote. Roll was called by Town Administrator Lunt, and Trustees Joel Siria, James Andrews, and Tony Brennan were present, which established a quorum.

Mr. Lunt went through the proposed budget amendments and explained changes. Chairman Siria moved to approve the resolution, and the motion was seconded by Trustee Andrews. All Trustees voted affirmatively.

- C. New Business (if any). There was no new business.

5. **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 Public Works Authority. No action will be taken.

- Public Works Report presented by Public Works Director TR Leshner. Mr. Leshner was not present at the meeting due to approved leave. Mr. Collin Hardcastle presented the Public Works Report and advised that in December 2025, 24 utility locates through Okie811 were completed, seven water system maintenance and repair tasks were completed and our water system continues to be safe to drink, the Cemetery had some ground work completed along with providing three cemetery services in December, two inspections were conducted, the Senior Center's sewer service line clogged and was repaired and tree limbs were hauled off, gravel was replaced on Main Street, Well #2's head was patched with cement, and one of the SCADA sensors at the lift station was repaired. Finally, two fire hydrants were repaired, and all 35 hydrants were tested with a repair program outlined and submitted for approval.
- Update on Water Tower Project and Water Filtration Project by Town Administrator Mica Lunt. Mr. Lunt advised that the loan application to the USDA Rural Development program has been submitted, received, and is being processed with the first set of additional documentation already requested and responded to. The water filtration project was promised in December to be installed by the end of January, and we are waiting to be scheduled for installation at this time.

6. **Adjournment.** Chairman Siria adjourned the meeting at 1825 hours.

These minutes were approved by the Board of Trustees on \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Kasey Leshner or Mica Lunt  
Town Clerk or Administrator

\_\_\_\_\_  
Joel Siria  
Chairman



# Board of Trustees Agenda Item Summary

**Meeting Date:** Tuesday, February 10, 2026

**Submitted by:** Mica A. Lunt, Town Administrator

**AGENDA ITEM TYPE:**

Consent

Discussion & Possible Action

Discussion Only

Public Hearing

## Agenda Item Title

Consideration and possible approval, denial, postponement, or other action regarding designating a delegate for the Oklahoma Rural Water Association 56th Annual Meeting and nominating a director.

## Attachments (if any; file names shall correspond to the attachment)

ORWA Delegate Credential and Nomination Form

## Summary

In preparation for the ORWA's 56<sup>th</sup> Annual Meeting, they are requesting that the TOW PWA designate a voting delegate from our Board and also submit a nomination for our Region's Director. The Board can nominate Jeff Morris for re-election or nominate any other person for the Director position.

## Recommendation

Staff has no recommendation.

**THIS NEEDS TO BE ON YOUR FEBRUARY MEETING AGENDA!**

**COMPLETE AND RETURN THIS PAGE BY MARCH 2, 2026!!**

**NOTE: Your System Membership must be paid, and form completed in full. (No exceptions)**

By mail to: ORWA – Director Nominations, 1410 S.E. 15<sup>th</sup> St., OKC, OK 73129

By email to: [sjohnson@orwa.org](mailto:sjohnson@orwa.org), Subject: "Director Nominations"

**Oklahoma Rural Water Association  
56<sup>th</sup> Annual Meeting, April 22, 2026**

**DELEGATE CREDENTIAL**

NOTE: Each ORWA member system must designate its voting delegate and alternate delegate by credential. That credential should be signed by the member system's Chairman and Secretary and returned to the ORWA office.

Name of Member System: \_\_\_\_\_

County: \_\_\_\_\_

Name of Delegate: \_\_\_\_\_

Name of Alternate Delegate: \_\_\_\_\_

The above-named delegate or alternate is authorized to make a nomination for a director to serve on the ORWA Board of Directors and to cast the official vote for the above-named member system during the ORWA Annual Meeting.

Chairman: \_\_\_\_\_ Secretary: \_\_\_\_\_

**NOMINATION OF DIRECTOR**

**Region 3**

NOTE: Each properly designated delegate representing an ORWA member system may nominate a director to be considered by the ORWA Governance Committee in preparation of a slate of candidates to be voted on at the Annual Meeting. **Director nominations must be received by March 2<sup>nd</sup>.**

Current Region 3 Director (term expiring): **(Jeff Morris)**

I nominate for re-election the above-named Region 3 Director currently serving.

I nominate the following person below to serve as Region 3 Director: *(must complete below)*

Nominated Directors Name: \_\_\_\_\_

Delegate Signature: \_\_\_\_\_



**NOTICE OF ANNUAL MEETING  
Oklahoma Rural Water Association  
56<sup>th</sup> Annual Meeting**

**Embassy Suites Hotel & Convention Center, 2501 Conference Drive, Norman, OK 73069  
April 22, 2026  
1:30 PM**

**NOMINATION & ELECTION OF BOARD OF DIRECTORS**

In accordance with the ORWA bylaws as amended at the 52<sup>nd</sup> Annual Meeting in Norman on April 20, 2022, **nominations for directors to serve on the ORWA board must be made in advance before the Annual Meeting. Nominations for directors must be received at the ORWA office by March 2<sup>nd</sup>!** Nominations may only be made by properly designated member delegates. In order to nominate someone to serve as a director on the ORWA board, delegates must use the attached form and return it to the ORWA office no later than March 2, 2026.

**GET INVOLVED IN YOUR ASSOCIATION**

Every ORWA member is encouraged to designate and send a delegate (a voting representative of the member system) to the ORWA Annual Meeting. Prior to the Annual Meeting, each delegate is encouraged to nominate someone to serve on the ORWA Board of Directors to represent their region. **Delegate designations and Director nominations must be made on the attached form and the form must be received by the ORWA office by March 2, 2026!**

PLEASE FILL OUT, SIGN, AND RETURN THE ATTACHED FORM! The first part of the form is where the member system’s chairman and secretary designate their delegate. The second part of the form is where the delegate makes their nomination for a director to represent their region on the ORWA Board of Directors.

The ORWA Governance Committee will review and vet the persons nominated to serve as directors and will prepare a slate of candidates to be announced and considered at the Annual Meeting. All delegates are encouraged to attend the Annual Meeting and support their nominated candidate!!

Below are the ORWA Directors with terms expiring this year.

**ORWA DIRECTORS WITH TERMS EXPIRING IN 2026**

| <b>Region 1</b> | <b>Region 2</b> | <b>Region 3</b> | <b>Region 4</b> |
|-----------------|-----------------|-----------------|-----------------|
| Darren Hughes   | Gary McGuire    | Jeff Morris     | Sheldon Tatum   |

Town of Washington – Public Works Department  
Monthly Activity Report  
Reporting Period: January

Utility Locates (Okie 811)

- 1/5: 27 locates
- 1/6: 3 locates
- 1/7: 2 locates
- 1/8: 1 locate + 4 locates
- 1/12: 2 locates + 5 locates
- 1/13: 1 locate
- 1/15: 5 locates

Total Locates for Month: 50

Water System Operations & Maintenance

- 1/13: Water shut off at 200 N. Turner due to leak inside residence
- 1/22: All well houses prepared for upcoming winter storm (two heaters replaced, all propane tanks filled)
- 1/23: Wells 1 & 2 fitted for backup power supply
- 1/29: Motor replaced at Well #2
- Daily/Weekly Requirements:
- Mandated DEQ well checks completed each scheduled workday
- Chlorination performed every Monday
- Chlorine residuals taken every working day
- Lagoon freeboard measured each scheduled workday (average 18 ft)
- Water Quality Testing:
- BacT sample taken 1/20; results negative
- All testing data available for printing upon request

Cemetery Operations

- 1/6: Marked 2 graves for headstone placement
- 1/20: Marked 1 grave for headstone placement
- 1/20: Dug 1 grave
- 1/21: Assisted with funeral
- 1/22: Dug 1 grave
- 1/22: Assisted with funeral
- 1/27: Dug 1 grave
- 1/27: Located 2 burial spaces for potential purchase
- 1/28: Assisted with funeral

Parks & Grounds / Facilities Maintenance

- 1/6: Maintenance on all mowers, including installation of mulching plates
- 1/14: Began construction of playground at Memorial Park
- 1/15: Cleaned out dumpster at Little League fields

- 1/13: Worked on well roads

#### Solid Waste Services

- 1/12: Delivered trash can to 211 Casey Lane
- 1/12: Dumped trash cans at 320 S. Pybas
- 1/12: Picked up trash can at 307 S. Main #4
- 1/13: Delivered trash can

#### Inspections

- 1/7: 1 inspection
- 1/8: 1 inspection

Total Inspections: 2

#### Streets & Public Notices

- 1/5: Delivered road work notices to every home in The Highlands Edition

--- Due to the winter storm that damaged infrastructure throughout the country, the work on the water tower leak was rescheduled for 3 weeks from February 2<sup>nd</sup>.

#### Summary

January included significant activity across all divisions, with high volumes of utility locates, routine water system compliance work, cemetery operations, and preparation for winter weather. Major work included beginning the Memorial Park playground project, fitting wells for backup power, and replacing the motor at Well #2. All DEQ-mandated monitoring and sampling requirements were met, and water quality testing returned satisfactory results.



## MEETING NOTICE AND AGENDA

Town of Washington Board of Trustees  
Tuesday, February 10, 2026 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. Proclamations or Presentations: None
4. **Consent Agenda**  
  
A. Approve the Minutes from the Town of Washington Regular Meeting on January 13, 2026  
B. Approve the Minutes from the Town of Washington Special Meeting on February 3, 2026  
  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Votes: Siria \_\_\_\_\_; Andrews \_\_\_\_\_; Brennan \_\_\_\_\_
5. **Action Items & Public Hearings**  
  
A. 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 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. **Public Comments (each speaker limited to three minutes)**

9. **Executive Session**

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

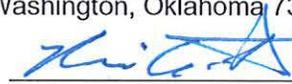
1. Consideration and discussion of personnel matters including the duties of the Town Administrator, in accordance with 25 O.S. Section 307(B)(1).

B. Consider and take any action deemed appropriate as a result of the Executive Session.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Votes: Siria \_\_\_\_\_; Andrews \_\_\_\_\_; Brennan \_\_\_\_\_

10. **Adjournment** Time \_\_\_\_\_

This agenda was filed in the office of the Town Clerk and posted at 2:45pm 2/5/20, 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



## MINUTES

Town of Washington Board of Trustees  
Tuesday, January 13, 2026 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.** The meeting was called to order by Mayor Siria at 1825 hours.
2. **Roll Call.** Roll was called by Town Administrator Lunt, and Trustees Joel Siria, James Andrews, and Tony Brennan were present, which established a quorum.
3. **Pledge of Allegiance, Proclamations, & Presentations**
  - A. Pledge of Allegiance. Mayor Siria led everyone in reciting the Pledge of Allegiance.
  - B. There were no Proclamations or Presentations.
4. **Consent Agenda**
  - A. Approve the Minutes from the Town of Washington Regular Meeting on December 9, 2025
  - B. Approve an Estimate for Replacing the Sewer Service Line to the Senior Center by Stanley Plumbing Services for \$9,800.00.
  - C. Approve a joint resolution of the Town of Washington Board of Trustees and the Washington Public Works Authority Approving an Amendment to the Municipal Budget for Fiscal Year 2025-2026 for Purposes of Reallocating Funding. This resolution was assigned number 26-1.1 by the Town Clerk.

Trustee Brennan moved to approve the consent agenda, and it was seconded by Mayor Siria. All Trustees voted affirmatively.
5. **Action Items & Public Hearings**
  - A. Consideration and possible approval, denial, postponement, or other action regarding ordinance granting to Oklahoma Gas and Electric Company a franchise for the installation, operation and maintenance of an electric distribution system in the Town of Washington and the selling of electricity therein for a term of 25 years. This ordinance was assigned number 25-12.1 by the Town Clerk. Mayor Siria provided a recap of the discussion from December's meeting and why it was tabled then. Mayor Siria shared that the two questions from the Board regarding the ability to increase the rate at which the Town is compensated be increased, and OG&E advised it could not be. The second matter involved whether the Town could add additional OG&E accounts to the discounted or free service, and it was explained that the Town could do so. Trustee Brennan moved to approve the ordinance, and it was seconded by Trustee Andrews. All Trustees voted affirmatively.
  - B. Consideration and possible approval, denial, postponement, or other action regarding a resolution calling and holding an election in the Town of Washington for the purpose of granting a franchise to Oklahoma Gas and Electric Company for the installation, operation and maintenance of an electric distribution system and the selling of electricity therein for a term of 25 years. This resolution was assigned number 25-12.3 by the Town Clerk. Mayor Siria asked Mr. Todd Thomsen with OG&E if he had anything to add, and it was explained that this was to send this to a vote to the people on April 7, 2026. Trustee Brennan moved

to approve the resolution, and Trustee Andrews seconded the motion. All Trustees voted affirmatively.

- C. Consideration and possible approval, denial, postponement, or other action regarding an Ordinance amending the Zoning Ordinance for the Town of Washington, Oklahoma (adopted March 20, 1989) by amending Article II. Specific Zoning District Regulations, Section 35 (Downtown Commercial Zoning District (C-1)), Subsection "Special Requirements" by adopting Architectural Regulations. This ordinance was assigned number 26-1.1 by the Town Clerk. Mayor Siria provided a summary of the proposed ordinance advising that new construction and modifications would be required to match the architectural nature of downtown. Trustee Brennan moved to approve the ordinance, and Mayor Siria seconded. All Trustees voted affirmatively.
- D. Consideration and possible approval, denial, postponement, or other action regarding a request from Trustee Brennan to reconsider Washington Volunteer Firefighter per run compensation/clothing allowance payments. Trustee Brennan advised that this was discussed last year and advised that he had received information from Chief Braziel that firefighters are compensated \$10/run and are the lowest in the area. Cole just instituted \$10/run, and Goldsby compensates at \$15/run. Trustee Brennan advised he believed Washington Firefighters receive a bump in compensation and would recommend at least \$15/run. Firefighter Wilk advised that an increase would be appreciated and is needed due to rising costs. The Board discussed this being looked at annually as part of the budget process. Mayor Siria advised he supported being competitive to assist with recruitment and retention. Trustee Brennan moved to increase the amount from \$10 to 15/run. The motion was seconded by Mayor Siria. All Trustees voted affirmatively.
- E. Consideration and possible approval, denial, postponement, or other action regarding a request for a waiver to Public Works Authority Resolution 25-12.2 and Town of Washington Resolution 25-12.2 Establishing an Administrative Freeze on All Residential Developments and Zonings; Providing Exemptions as to Existing Commercial Structures; 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 for the property located at 501 Dean Drive. Trustee Brennan asked Mr. Hayes about the number of bathrooms he had planned, and Mr. Hayes advised that he did not have any plans at this time. Board members asked about irrigation, and Mr. Hayes advised that he would like to have irrigation but not at all for the entire six acres. Mr. Hayes also advised he wanted to add water service to the shop on the property. Mayor Siria asked about commercial use or filling of water tanks, and Mr. Hayes advised that he had no plans to do so. Mayor Siria moved to approve the exception for onsite residential use only with additional approval needed for any commercial use of water. Trustee Brennan seconded the motion. All Trustees voted affirmatively.
- F. Consideration and possible approval, denial, postponement, or other action regarding a resolution adopting Goals for the 2026 Calendar Year. This resolution was assigned number 26-1.2 by the Town Clerk. Mayor Siria asked for an overview of the Goals and Objectives, which Mr. Lunt provided. Mayor Siria suggested adding a goal to find ways to innovatively utilize technology to reduce staff hours. Mayor Siria also suggested adopting a preventative maintenance plan for the water and sewer system. Trustee Brennan moved to approve the resolution, and Trustee Andrews seconded the motion. All Trustees voted affirmatively.
- G. New Business (if any). There was no new business.

## **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 for informational-purposes only. Town Administrator Lunt directed Board Members and the public to the Town's website, Government tab and the "Financial Reports & Budgets" link where a copy of the budget versus actuals report for December 2025 and an explainer video are both posted.

## **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. Chief Braziel was absent and designated Firefighter Wilk to present this report. In December, WVFD responded to 28 calls, five being in the Town limits. Mr. Wilk reported that they are having to replace one pump on a brush truck and need to replenish their replacement pumps. He also advised that Chief Braziel is implementing quarterly trainings and additional work nights. Chief Braziel is still working on getting information on new and replacement gear.

Police & Code Enforcement Report presented by Chief Ruben Ruiz. Chief Ruiz provided an overview of the Department's activity for December 2025, with full details shown in the below table. Chief Ruiz advised that December was productive with increased self-initiated activity. In December there were no family violence incidents, which provided more time for patrol activity. Chief Ruiz discussed additional neighborhood patrols in an effort to reduce mail and package theft. Chief Ruiz advised that the additional training in OLETS will allow them to conduct more checks on their own. Chief Ruiz's plans to revamp the Reserve Program include providing more equipment and better incentives to keep the program moving. Regarding community outreach, Chief Ruiz plans to add a program during Christmas to provide gifts and work with the WPS Agricultural Program. Finally, Chief Ruiz plans to work on accreditation during 2026.

**WASHINGTON POLICE  
MONTHLYACTIVITY CALL**

| MONTHLY ACTIVITY CALL JULY - DEC 2025 | July | Augus | Sept       | Oct        | Nov        | Dec        |
|---------------------------------------|------|-------|------------|------------|------------|------------|
| BUSINESS NEIGHBORHOOD SCHOOL PATROL   |      |       | 98         | 128        | 126        | 142        |
| SUSPICIOUS ACTIVITY / PROWLER         |      |       |            |            | 2          | 2          |
| REPORTS                               |      |       | 9          | 13         | 9          | 6          |
| TRAFFIC STOPS                         |      |       | 31         | 18         | 34         | 62         |
| CITATIONS                             |      |       | 4          | 5          | 11         | 6          |
| VERBAL WARNINGS                       |      |       | 27         | 13         | 8          | 26         |
| WARNINGS WRITTEN                      |      |       |            |            | 15         | 30         |
| JUVENILE CONTACTS                     |      |       |            |            |            |            |
| PHONE CONTACTS                        |      |       | 28         | 19         | 58         | 25         |
| CONTACT SUBJECT                       |      |       | 12         | 30         | 25         | 22         |
| FOLLOW UP                             |      |       | 9          | 8          | 8          | 11         |
| FIRE DEPT ASSIST                      |      |       | 2          | 2          | 2          | 3          |
| LAW ENFORCEMENT ASSIST                |      |       | 3          | 1          | 3          | 3          |
| TRANSPORTS                            |      |       |            |            |            |            |
| 911 HANG UP / ABANDONED               |      |       | 3          | 3          | 5          | 2          |
| ARREST                                |      |       |            |            |            |            |
| PHOTOGRAPHER ASSIST                   |      |       | 4          | 3          | 2          | 3          |
| ALARM CALLS                           |      |       | 2          | 3          | 1          | 4          |
| COMPLAINTS                            |      |       | 3          | 4          | 6          | 4          |
| ACCIDENTS                             |      |       | 3          | 2          |            | 1          |
| ANIMAL CALLS DISTURBANCE              |      |       | 3          | 4          |            | 2          |
| MISSING PERSON / RUNAWAY              |      |       |            |            |            | 1          |
| WELFARE CHECK                         |      |       | 4          | 2          | 2          | 2          |
| SUICIDES ATTEMPTED COMITTED           |      |       |            |            |            |            |
| MENTALLY ILL                          |      |       |            |            |            | 2          |
| LARCENY                               |      |       |            | 1          |            |            |
| FRAUD                                 |      |       |            |            |            | 2          |
| DISTURBANCE                           |      |       |            | 3          |            |            |
| UN-ATTENDED DEATH                     |      |       |            |            | 1          |            |
| WARRANT                               |      |       |            |            |            |            |
| KIDNAPPING                            |      |       |            |            |            |            |
| FOLLOW UP                             |      |       | 13         | 8          |            |            |
| WEATHER                               |      |       |            |            |            |            |
| INDECENT EXPOSURE                     |      |       |            |            |            |            |
| SPECIAL ASSIGNMENTS                   |      |       | 7          | 7          |            | 4          |
| MISC COMPLAINTS                       |      |       |            | 1          |            |            |
| MEETING-S                             |      |       | 6          | 4          |            | 3          |
| ASSAULT                               |      |       |            |            |            |            |
| PAPERWORK                             |      |       | 9          | 17         | 14         | 12         |
| VANDALISM                             |      |       |            |            |            |            |
| SCHOOL ZONE TRAFFIC                   |      |       | 58         | 63         | 36         | 22         |
| MAINTENANCE                           |      |       |            | 5          | 4          | 4          |
| CODE ENFORCEMENT                      |      |       | 8          | 8          | 7          | 11         |
| CODE ENFORCEMENT FOLLOW UP            |      |       | 11         | 8          | 3          | 7          |
| WARRANT                               |      |       |            | 2          |            |            |
| DOMESTIC                              |      |       |            |            | 1          |            |
| VPO                                   |      |       |            | 1          |            |            |
| Patrol & calls For service            |      |       | 357        | 388        | 383        | 424        |
| <b>TOTAL</b>                          |      |       | <b>357</b> | <b>388</b> | <b>383</b> | <b>424</b> |

Town Clerk's Report presented by Town Clerk Kasey Leshner. Mrs. Leshner was not present at the meeting due to approved leave. Town Administrator Lunt advised that in December 2025, late penalties in the amount of \$1,389.18 were assessed, seven new customer accounts were created, and one court customer was removed from collections.

Administration Report presented by Town Administrator Mica Lunt. Mr. Lunt advised that the Memorial Park playground installation would begin later this week. He also advised that the Aclarian financial software implementation project was going well and on schedule to go live with the budgeting module by March 1 and do a clean cut over to all financial management with Aclarian at the start of the new fiscal year on July 1. Mr. Lunt has been covering both Town Administrator and Town Clerk responsibilities while Mrs. Leshner has been on approved leave. The State Auditor's Office has made numerous requests for additional information last week on the forensic audit that started in July 2024. The State Auditor's Office has continued not to provide any timeline or budget guidance regarding when the audit may be completed or how much it will ultimately cost the Town of Washington. The Town of Washington is now on Google, including Google Maps with a business page and on YouTube. We should be able to stream meetings to YouTube moving forward after the verification process is complete, and that should eliminate the black screen issue we have with using Facebook Live to publish meetings.

Mayor Siria advised that the State Auditor's Office was also reaching out to him regarding the audit period.

8. **Public Comments** (each speaker limited to three minutes). There were no public comments.

9. **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).
2. Consideration and discussion of the purchase, lease, acquisition, or appraisal of real property, namely an easement on Chickasaw Avenue.

Trustee Brennan moved to retire into executive session, and Trustee Andrews seconded the motion. All Trustees voted affirmatively and retired into executive session at 1913 hours.

At 1936 hours, Trustee Brennan moved to reconvene into general session, and Trustee Andrews seconded the motion. All Trustees voted affirmatively.

**B.** Consider and take any action deemed appropriate as a result of the Executive Session.

No action was taken as a result of the Executive Session.

**10. Adjournment.** Mayor Siria adjourned the meeting at 1937 hours.

These minutes were approved by the Board of Trustees on \_\_\_\_\_.

Attest:

\_\_\_\_\_  
Kasey Leshner or Mica Lunt  
Town Clerk or Administrator

\_\_\_\_\_  
Joel Siria  
Mayor



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

Type: Special Meeting

Date: Tuesday, February 3, 2026

Place: Washington Town Hall

204 N. Main Street

Washington, OK. 73093

1. Call to Order Time: 12:01 pm

---

2. Roll Call:

---

Mayor & Trustee Joel Siria: Here

---

Trustee James Andrews: Here

---

Trustee Tony Brennan: Here

---

3. 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 resignation and 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.

---

Trustee Brennan made a motion to enter into Executive Session.

---

Seconded by Trustee Andrews.

---

Executive Session was entered into by Mayor Joel Siria, Trustees Brennan and Andrews, Town Administrator Mica Lunt and Town Attorney Christopher Lind.

---

Executive Session took place.

---

Mayor Siria made a motion to enter back into the Special meeting.

---

Seconded by Trustee Andrews.

---

No Action was Taken.

---

4. Adjournment Time: 1:03pm

---

Trustee, Joel Siria

---

Clerk, Kasey Leshner

---

# Washington Police Department

**Monthly Report – January 2025**

**To:** Washington Town Board

**From:** Chief Ruben Ruiz Jr.

**Date:** February 4, 2026

**Subject:** January Department Activity Summary

## Message to the Board and Community

Good evening, Board Members and Washington Community Members.

January was a productive and steady month for the Washington Police Department. Officers maintained a strong presence throughout town with regular patrols, school zone monitoring, and consistent community engagement.

Although activity levels were slower at the start of the month, our department remained busy and responsive to community needs. Assistant Chief Watts and I successfully completed Crisis Intervention Training, gaining valuable tools and knowledge that will help us better serve our residents should those skills be needed.

The winter storm that impacted our area arrived with significant force. We are pleased to report that the community took the warnings seriously and stayed indoors for the most part. We handled a few motorist assists and conducted continuous patrols to monitor conditions. Throughout the event, we provided timely updates to residents regarding road conditions, weather impacts, and safety advisories.

## Department Activity Overview

| Category                                 | Count |
|------------------------------------------|-------|
| Business / Neighborhood / School Patrols | 285   |
| School Zone Traffic Monitoring           | 42    |
| Incident Reports Filed                   | 8     |

|                                 |                                                            |
|---------------------------------|------------------------------------------------------------|
| Traffic Stops                   | 64 (22 Citations, 23 Written Warnings, 19 Verbal Warnings) |
| Phone Contacts                  | 38                                                         |
| Public Interactions             | 30                                                         |
| Follow-Ups Conducted            | 7                                                          |
| Fire Department Assists         | 3                                                          |
| Law Enforcement Assists         | 3                                                          |
| 911 Hang-Up Investigations      | 3                                                          |
| Alarm Calls                     | 2                                                          |
| Welfare Checks                  | 4                                                          |
| Citizen Complaints              | 3                                                          |
| Domestic Incidents              | 0                                                          |
| Animal Complaints               | 0                                                          |
| Special Assignments             | 3                                                          |
| Meetings Attended               | 8                                                          |
| Office Paperwork Tasks          | 17                                                         |
| District Court Filings          | 1                                                          |
| Vehicle Maintenance Tasks       | 8                                                          |
| Code Enforcement Cases          | 8                                                          |
| Code Enforcement Letters Issued | 0                                                          |
| Code Enforcement Follow-Ups     | 10                                                         |
| Training Completed              | 1 (Crisis Intervention Training)                           |

## Closing

If you have any questions regarding this report or upcoming initiatives, please feel free to reach out.

**Respectfully submitted,**

**Chief Ruben Ruiz Jr.**

Washington Police Department



## The Town of Washington

204 North Main Street, PO Box 127  
Washington, Oklahoma 73093

### January Clerk's Report

- Late Penalties: \$1,153.23
- Customers Disconnected Due to Non-Payment: 0
- Permits Issued: 0
- New Customers: 9, Existing Builds
- Cemetery Lots Sold: 0
- Cemetery Lot Re- Assignment: 0
- Utility Customers Removed from Collections: 0
- Court Customers Removed from Collections: 0
- Individuals Sent to Collections:
  - Court: 3/\$575.00 Total
  - Utilities: 4/\$1352.38 Total

### Continued Education

- IIMC CMC Budgeting and Financial Management Course  
(International Institute of Municipal Clerks, Certified Municipal Clerk Program)
- IIMC CMC Conflict Resolution
- Aclarian Budgeting Course