

**TOWN OF FORT TOWSON
CITY COUNCIL REGULAR MEETING MINUTES
THURSDAY, MAY 1, 2025**

A. Call to Order

Mayor Tami Barnes called the meeting to order at 7:02 P.M.

B. Pledge of Allegiance

C. Roll Call

Clerk-Treasurer called roll- Trustee Dawn Alvey- Present, Trustee/Mayor Tami Barnes- Present, Trustee Catrina Evans- Present (entered meeting at 7:18 P.M.), Trustee Janice Medlock- Present.

D. General Consent Items

- Discussion and possible action regarding all city financial accounts, city bills to be paid, city payroll, and any other additional invoices or issues to consider.
- Briefings on facilities/city property and community committees: RGLA representative, Friends of Fort Towson representative, Nutrition Center representative, and Fort Towson Fire Chief.
- Discussion and possible action regarding meeting minutes from April 3rd, 2025

FOF- No Representative.

Nutrition Center- No Representative.

VFD- Fire Chief Josh Burchfield reported that they had 1 semi-truck fire, 1 medical call, 1 propane leak call, and 2 structure fires. He would also like to announce that Secretary/Treasurer Tami Barnes filled out for the Carl Watson Community Foundation Grant and was able to receive \$28,845.00 to go towards all new bunker gear for the Fort Towson Volunteer Fire Dept.

RGLA- Janice Medlock reported that the Raymond Gary Lake Association held their monthly meeting on April 12th, and Mays meeting will be pushed back to a later date. They had a review of the Trash off from April 1st and had a few issues but it was a great turn out. They held their Easter Egg hunt on April 19th and it was a great success, the food trucks present was Chik-Fil-A and Kona Ice, and they also had a great success. The next events upcoming for the RGLA is the Mother/Daughter day tea on May 10th at the Wilson House, they will be doing something for the teachers of Fort Towson School for Teacher Appreciation Week, their participation in homecoming week-planning to participate in the parade and will have a booth set up at the Pony Express races, and the annual 4th of July fireworks display which usually costs over \$4,000.00 in fireworks, and

also they will throw a back-to-school event at the end of July/beginning of August for the students in the area.

A motion was made by Trustee Alvey to pass all general consent items, plus the \$45.00 invoice to the Hugo Newspaper. Trustee Medlock seconded the motion.

Roll call vote: Trustee Alvey- Y, Trustee Barnes- Y, Trustee Medlock- Y.

Motion Passed.

E. Scheduled Business

1. Discussion and possible action regarding required emergency equipment for city hall.

During the past month the Dept. of Labor stopped in and the city hall received some marks for not having proper exit signs and up-to-date fire extinguishers. Daniel requested the town make this purchase to put the town in good standing.

A motion was made by Trustee Alvey to approve the purchase of emergency equipment for the town in the amount of \$403.17. Trustee Medlock seconded the motion.

Roll call vote: Trustee Alvey- Y, Trustee Barnes- Y, Trustee Medlock- Y.

Motion Passed.

2. Discussion and possible action regarding the Purple Heart Town proclamation.

Trustee Barnes recommended that the town pass the proclamation and hold the ceremony at the Annual Homecoming event.

A motion was made to pass the proclamation, noting that the date be changed on the proclamation to June 14th in conjunction with Homecoming by Trustee Medlock. Trustee Alvey seconded the motion.

Roll call vote: Trustee Alvey- Y, Trustee Barnes- Y, Trustee Medlock- Y.

Motion Passed.

3. Discussion and possible action regarding increasing the dumpster availability from quarterly to monthly.

Trustee Medlock would like to see the town have the quarterly dumpster available more often. It was suggested that the town look into asking county commissioners

about possibly getting county wide dumps or looking into locking up the dumpster so that it could be monitored.

No action taken.

Special Note- Trustee Catrina Evans present at 7:18 P.M.

4. Discussion and possible action regarding Code Enforcement Officer position - update on position posted and applicants.

Clerk-Treasurer told the council she was unsure of the progress, but didn't think the position had been put in the paper yet.

No Action Taken

5. Discussion and possible action regarding the Short Term Occupancy Tax collections.

Town attorney, Garret Eller for Eller Legal, gave an update that he had reached out to the Oklahoma State Dept. of Collections, and they have not called him back. He is still reaching out to the State Dept. to get answers and will get an update for next meeting.

No Action Taken.

6. Discussion and possible action regarding scheduling a Town Hall Meeting for the seven candidates running for City Council positions to present themselves to the community.

Trustee Medlock has had several townspeople ask her about candidates and would like to give them a platform to come to speak to the townspeople to introduce themselves. Mr. Eller recommended holding a Special Meeting in case of a quorum, but if there isn't a quorum we can cancel and still hold townhall style meeting. Trustee Medlock agreed to get in touch with candidates to inquire about a good date and time.

No Action Taken.

7. Discussion and possible action regarding adding the meeting minutes to the website for the community to view.

Trustee Medlock would like to see the meeting minutes posted to the towns website.

Trustee Medlock made a motion to add the meeting minutes to the website after they have been approved. Trustee Alvey seconded the motion.

Roll call vote: Trustee Alvey- Y, Trustee Barnes- Y, Trustee Evans- Y, Trustee Medlock- Y.

Motion Passed.

8. Discussion and possible action regarding Fort Towson Depot business matters and municipal relationship.

The town council would like Mr. Eller to investigate contract issues and business matters further.

A motion was made to have Mr. Eller investigate the contract with The Depot Steakhouse further by Trustee Evans. Trustee Medlock seconded the motion.

Roll call vote: Trustee Alvey- Y, Trustee Barnes- Y, Trustee Evans- Y, Trustee Medlock- Y.

Motion Passed.

9. Discussion and possible action regarding the appointment of a municipal engineer.

With any construction and projects within the town it is recommended to have an engineer on hand for any needs. It is recommended we use David Smith with WSB.

A motion was made to have David Smith with WSB on retainer for any municipal engineer needs by Trustee Evans. Trustee Alvey seconded the motion.

Roll call vote: Trustee Alvey- Y, Trustee Barnes- Y, Trustee Evans- Y, Trustee Medlock- Y.

Motion Passed.

10. Discussion and possible action regarding request to be on agenda from Emergency Management Director Pat Collins for plaque and certificate for ISO rating to Fort Towson Fire Department.

The ISO rating affects the insurance rates for the town, and a lot of hard work has been put into the town having an ISO rating of 5. Pat Collins, Director of Emergency Management Services, presented a plaque to the Fort Towson Volunteer Fire Department.

No Action Taken.

11. Discussion and possible action regarding a request to be on the agenda from Emergency Management Director Pat Collins to speak regarding the Hazard Mitigation Plan.

Every municipal entity has to have an Emergency Mitigation Plan and Mrs. Collins wanted to give one to the town in case they did not have one on hand.

No Action Taken.

F. New Business

No new business.

G. Public Comment

Trustee Medlock would like to thank everyone on the city council for their confidence in appointing her to the council and the town for her time on the council.

Mayor Barnes adjourned the meeting at 8:09 P.M.