

**REGULAR MEETING MINUTES
TOWN OF MEEKER
May 18, 2026**

A regular meeting of the Meeker Board of Trustees was held at 6:00 p.m. Monday, May 18, 2025, at Meeker City Hall, 510 W. Carl Hubbell Blvd, Meeker, OK. The following items were taken up at that time:

Meeting was called to order at 6:00

Answering the roll call were; Donna Weber, Lanny Thompson and Kenneth Massey

Absent; Mike Orman, Aaron Head

Also present: Town Administrator, Jeff Wilbourn

Town Clerk; Kimberly Haynes

Town Attorney; Jim Hodgins

Lanny Thompson led council in the flag salute

Kenneth Massey led the invocation

Citizens' Participation

Keegan Bonard inquired about the fire department BBQ fund raiser, any upcoming events for the Fire Department and the sidewalk project. Mayor Weber indicated that the money the fire department raised goes into an auxiliary account and the town has no control over that account. Weber also commented that the grant administrator would give an update on the upcoming projects.

2026-2027 Budget

Discussion centered around the spreadsheet and questions were brought up regarding the budget for the police department, payroll, and duplicate entries. The board reviewed the previous year budget and remarked on rising cost of health insurance and property insurance. Many of the expenditures were read line by line and comments or questions were inquired on, or explanation given. The clerk indicated that this was the first draft, and there will be some further clean up and inquiries made for expenditures.

- Thompson made a motion, seconded by Massey to table this for next month's board meeting so all board members can have input and ask questions.
- Yea: Thompson, Massey and Weber, motion carried.

Circuit Engineering District 4 agreement (CED4)

- Massey made a motion, seconded by Weber to accept the CED4 agreement
- Yea: Thompson, Massey and Weber. Motion carried.

Consent Agenda (A-D)

- A) Approval of regular meeting minutes for April 20, 2026.
- Massey moved to approve, Weber seconds,
 - Thompson abstains – Motion carried
- B) Approval of special meeting minutes for May 4, 2026.
- Weber moves to approve minutes, Massey seconds. Thompsons abstains.
 - Motion carried
- C) Review open purchase order list 04-01 through 04-49 in the amount of \$63,347.46
- Weber moves to approve minutes, Massey seconds. Thompsons abstains.
 - Motion carried
- D) Approval of Treasurer's Report information provided by Town Treasurer, Kimberly Haynes.
- Weber moves to approve minutes, Massey seconds. Thompsons abstains.
 - Motion carried

Tax Increase proposal

Discussion was held regarding consideration of calling for a special election for a proposed sales tax increase to support municipal operations, public safety, infrastructure, beautification, maintenance, and related municipal purposes. It was clarified that the item was for consideration only.

Trustee Massey stated that he was under the impression, based on discussion at the prior special meeting, that town hall or public opinion meetings would be held before any action was taken regarding a tax proposal. Weber agreed and also states we need at least 2 special meetings just for public comment.

Trustee Massey made a motion to take no action on the item until sufficient town hall/public opinion meetings could be conducted to allow citizens the opportunity to ask questions and provide input.

Motion carried by consensus of the members present.

Discussion then followed regarding scheduling a public opinion meeting. Mayor Weber stated that due to upcoming travel, June 9, 2026, was the only available date. The Board members present agreed to hold the first public opinion meeting on Tuesday, June 9, 2026.

- Weber made a motion to set a public opinion meeting for June 9th at 6:00 pm.
 - Massey seconds.
 - Yea; Thompson, Massey, Weber. Motion carried.

3. Police Department Staffing

Discussion was held regarding whether to convene into Executive Session pursuant to Title 25 O.S. §307(B)(1) for the purpose of discussing employment, hiring, appointment, promotion, demotion, discipline, or resignation of an individual salaried public officer or town employee related to Police Department staffing matters.

Trustees Massey and Thompson stated that they did not believe it was necessary to enter Executive Session.

Town Administrator Jeff Wilbourn stated that the matter before the Board was consideration of moving a reserve police officer to part-time status.

Mayor Weber clarified that the request was to move Reserve Officer Filipe Kornelson to part-time status.

- Mayor Weber made a motion to approve moving Reserve Officer Filipe Kornelson to part-time status. Massey seconded the motion.
- Yea: Weber, Massey, Thompson.
Motion carried.

Department Reports

Mayor Weber provided updates for the Library under the Department Reports section for Parks, Cemetery, Lake, Library, Streets, and Museum.

Mayor Weber reported that the library will again coordinate distribution of free meal boxes for Children 18 and under beginning June 8, 2026, from 5:00 p.m. to 7:00 p.m. at the Fire Station, similar to the prior year's program.

Town Administrator Jeff Wilbourn provided updates regarding the cemetery, parks, and lake areas. Mr. Wilbourn stated that a contractor would likely mow the cemetery prior to Memorial Day and noted that due to limited rainfall, vegetation growth had been minimal. He further stated that the Town would address mowing needs in the back portion of the cemetery as necessary.

Mr. Wilbourn also discussed maintenance at the Town lake property. He explained that for the past several years he has used his personal tractor and equipment to assist with mowing operations at the lake property, generally charging only his regular hourly rate. Mr. Wilbourn stated that he was considering using a larger tractor and a 15-foot mower to maintain larger areas around the lake but requested guidance from the Board regarding compensation and whether such work should be handled as contracted work or under his regular hourly pay.

Trustee Massey stated that utilizing Mr. Wilbourn's equipment would likely remain less expensive than hiring an outside contractor and noted the difficulty in locating contractors with comparable equipment capable of mowing the property efficiently. Discussion followed regarding the cost and practicality of maintaining the larger lake areas. Wilbourn stated he could mow the lake for approximately \$1000, and it would take about 6 hours. A member of the public commented that, for transparency purposes, the work should potentially be opened for bids so that any interested party could submit pricing and questions regarding the arrangement could be avoided.

Mr. Wilbourn responded that the anticipated cost did not meet the legal threshold requiring a formal bidding process but reiterated that he was seeking direction from the Board before performing the work. Mr. Wilbourn further stated that he could not reasonably perform the work using his larger equipment at his regular hourly employee rate.

Trustee Massey stated that while a formal or long-term arrangement could potentially be revisited in the future, the lake likely needed to be mowed before the July 3 celebration and there may not be sufficient time to complete a normal bid process beforehand. Trustee Massey further stated that, in his opinion, the proposed rate remained less expensive than hiring an outside contractor and appeared reasonable for the work being discussed.

Further discussion followed regarding timing, costs, and future consideration of the mowing arrangement. No formal action was taken.

Grant updates

Discussion was held regarding the Fire Department slip-on tanker unit grant project. Leslie Wilbourn advised the Board that delays were related to awaiting delivery of tracks necessary for installation and completion of the units. She stated that once materials arrive, construction and turnaround time should progress more quickly.

Town Administrator Jeff Wilbourn explained that the first fire truck had been taken to the contractor in November and remained delayed due to the contractor being significantly behind schedule. It was anticipated that once the first unit was completed and returned, the remaining two units could potentially be completed more quickly. Trustee Thompson inquired about grant completion deadlines and whether delays could jeopardize the funding. Leslie Wilbourn confirmed that we are well within the 24-month period of obtaining the units; however, the Town remains well within the allowed timeframe, as the grant provides a two-year completion period. She stated the intent is still to complete the project during the current fiscal year if possible.

Meeker Industrial Authority

MIA is looking forward to exciting opportunities to be able to take our very small amount of \$2,000 and to invest it into potential property opportunities, so we have been meeting and discussing and planning, there's at least a hope in the future that we might have some opportunities.

TAP Grant Update:

Town Administrator Wilbourn addressed sidewalk-related questions and provided an update on the TAP grant project previously spearheaded by Melissa Way. He stated the project had originally been expected to begin in January of 2026; however, it has been delayed through ODOT's process. Required paperwork and homeowner notifications have been completed, and the project is currently awaiting a required study/review before work can proceed. Wilbourn noted that ODOT project timelines and staffing changes have contributed to delays, and while the project is still expected to move forward, no definite start date has been provided.

- Weber makes motion to adjourn at 7:00 Thompson seconds
Yea: Thompson, Massey, Weber.

MEEKER PUBLIC WORKS AUTHORITY Immediately following Board of Trustees regular meeting May 18, 2026

Meeting called to order at 7:01

**In attendance: Donna Weber, Lanny Thompson, Kenneth Massey
Absent: Mike Orman, Aaron Head**

2026-2027 PWA Budget

In conjunction with the Town Budget, the PWA budget will also be tabled until the June Board meeting, so all board members have had a chance to review the outcome and proposed 26-27 numbers and projects.

- Weber makes motion to table seconded by Massey
 - Yea: Thompson, Massey and Weber.

Consent Agenda A-D

- Approval of regular meeting minutes for April 20, 2026
 - Massey makes motion to approve, Weber seconds
 - Thompson abstains
 - Motion carried.
- Review of PWA open purchase orders #04-01 through 04-26 totaling \$42,819.74
 - Weber makes motion to approve, Massey seconds
 - Thompson abstains
 - Motion carried
- Approval of Treasurers Report information provided by Town Treasurer, Kimberly Haynes.
 - Massey makes motion to approve, Weber seconds
 - Thompson abstains
 - Motion carried.

Town Administrator PWA Update:

Town Administrator Wilbourn reported that Dan Clay has been hired and is doing well in his second week. He noted that Dan's prior experience with the Town's water system has been helpful in understanding past system operations and why certain work was previously completed in specific ways.

Wilbourn advised that work will be needed at the wastewater plant due to aging infrastructure, including replacement of valves and related components. He stated some valves are difficult to fully shut off and are embedded in concrete or walls, making repairs more involved; however, the work is necessary to ensure the Town can properly isolate areas and perform needed maintenance.

Wilbourn also reported that staff have been replacing older brass meters that are still manually read each month. The Town is working toward converting all meters to electronic meters. He explained that the newer meters use a cellular/cloud-based system, allowing readings to be uploaded and accessed electronically. This system will eventually reduce the need for drive-by meter reading equipment and allow customers to monitor their own water usage and set usage alerts.

Wilbourn stated the Town's COEDD/REAP grant funding, in the amount of approximately \$90,000, will be used for meter parts and replacement items to assist with the meter upgrade project. The Town has approximately 400 water meters, and he hopes the grant-funded work will bring the Town close to having approximately 50% of the meters converted to the new system, with the goal of completing the full transition over the next couple of years.

Also we are awaiting the contract from Eastside.

Weber makes motion to adjourn, Thompson seconds

Yea: Thompson, Massey, Weber

Meeting adjourns at 7:12pm

Kimberly Haynes, Town Clerk

Donna Weber, Mayor