

Meeker Board of Trustees
Regular Meeting
November 17, 2025

The Meeker Board of Trustees met in regular session Monday, November 17, 2025.

Meeting called to order: Mayor Donna Weber called the meeting to order at 6:00 p.m.

Roll call: Answering roll call were Lanny Thompson, Kenneth Massey, Aaron Head, Mike Orman and Donna Weber.

Town Administrator: Jeff Wilbourn

Town Attorney: Jim Hodgens

Town Clerk: Kimberly Haynes

Visitors present were Mike McCormick, Forrest Billingsley, Donna Watkins, Antony Earley and Robert Sneed.

Flag Salute: Mike Orman led the council in the flag salute.

Invocation: Aaron Head led the council in prayer.

Citizen's Participation: Initially None

Presentation from Autumn Williams for the 2024-2025 Audit

Autumn Williams gave the board a well laid out overview of the 2-24-2025 budget.

Achievements

- The Town received an unmodified opinion on its financial statements, the highest rating an audit can provide.
- The PWA is successfully meeting all its debt obligations.
- Tax revenue increased slightly this year, recovering from the previous year's decline.

Priorities

- Continue evaluating and adjusting water rates annually to address rising operational costs.
- Consider requesting a rate study from the Rural Water Association to ensure rates remain appropriate.
- Begin setting aside funds proactively for future equipment replacements and major repairs.

Challenges

- Rising operational expenses, particularly for chemicals and routine PWA operations.
- The PWA experienced a true cash loss due to substantial fixed-asset purchases.
- Equipment replacement costs remain high, with a single lift station estimated at \$40,000–\$50,000 or more.

Collaboration

- The auditor recommended partnering with the Oklahoma Rural Water Association to conduct a water rate study. Autumn commended the town for putting safeguards in day to day practices and urged us to use Desiree Pitts, the towns accountant, to assist in the clean up our QuickBooks and to continue to use classifications for all expenditures.

Citizens Comments: Forrest Billingsley spoke up and asked if he missed the opportunity to speak, Mayor Weber asked to move back to line item 5 and allow Forrest to speak since he did not hear the original call for citizens to address the board. Forrest addressed the board his concerns over the lake not being mowed or kept up, the bathrooms at the lake, the metal pole that sticks up from the ground, and the honor box being broken into. He suggested a QR code so people can pay through the app.

Dilapidated houses

Street signs, Forrest indicated he feels frustrated about the street signs taking time to replace. Mayor Weber asked for patience in completing these projects. We have 2 workers, 1 town administrator, to do 100% of the labor in town. With the water projects and We can look into updating our website to be consistent in posting agendas, minutes and essential forms online for our community.

Robert Sneed gave some comments saying that he recently moved to Meeker and has appreciated the Police Department and the town thus far.

Anton Earley spoke about a benefit run the high school is having on December 13th, 2025, at 9:00 am, he brought some brochures to promote the fun run. He also reported that his AP class is doing a “generation citizen” this year, to get the students civically engaged in their community. He indicated they may reach out to the board, or the library for information about Meeker.

Executive Session

Judge Appointment

The Board elected not to enter Executive Session. The Honorable Judge Marvel Lewis was invited to introduce himself and provide background information. Judge Lewis currently serves as the Town Attorney for Wellston and Crescent and most recently was appointed the attorney for Guthrie. Judge Lewis stated he is confident he can manage Meeker’s caseload alongside his existing responsibilities.

The Board discussed his potential start date and agreed on January 13, 2026, allowing the current judge to complete the final court date of 2025.

- Head made a motion, seconded by Weber, to hire Marvel Lewis as Meeker’s new Municipal Judge.
 - Yea: Thompson, Massey, Weber, Head, Orman. Motion carried

The motion passed.

Change in the 2026 Court Date Schedule

Orman made a motion, seconded by Weber to approve the municipal Court dates for the calendar year 2026 to be held on the second Tuesday of each month, unless otherwise specified. Yea: Thompson, Massey, Head, Orman and Weber. Motion carried.

Consent Agenda (A-D)

- Head made a motion, seconded by Orman to remove themselves from line-item A since they were absent from the October 20th board meeting, but to approve items B through D.

○ Yea: Thompson, Massey, Weber, Head, Orman. Motion carried

- A) Approval of regular meeting minutes for October 20, 2025
- B) Approval of special meeting minutes from October 30, 2025
- C) Review financials from October 1-31st
- D) Approval of Treasurer's Report information provided by Town Treasurer, Kimberly Haynes.

Thompson made a motion, seconded by Massey to approve line items B through D

Consent Agenda Items Removed No items were removed, however Mayor Weber noted that the date for the regular board meeting minutes was incorrectly written as October 17th when in fact the regular board Meeting was October 20th

Meeker New Hope Cemetery Association mowing invoice

- Orman made a motion, seconded by Weber to approve the invoice submitted by Carroll Harper to pay the \$5071 for mowing the cemetery.

• Yea: Thompson, Massey, Head, Orman, Weber. Motion carried.

Discussion: House Bill 1095

Administrator Wilbourn provided an overview of House Bill 1095, noting that it allows elected officials and certain City employees—if approved by the City Council—to carry concealed or open firearms in designated municipal buildings. Courtrooms and jails are excluded under the bill.

Wilbourn expressed concern about publicly disclosing which individuals are approved to carry, stating he does not believe such information should be made public. The Board will need to determine how to address required disclosures, including how to report actions taken in Executive Session.

Attorney Hodgens stated he would review the bill further and report back to the Board. Head requested clarification regarding potential liability issues in the event of a shooting or related incidents.

- Weber made a motion to table this, seconded by Massey.

○ Yea: Thompson, Massey, Head, Orman, Weber. Motion carried

Holiday Pay for Employees on Four 10-Hour Workday Schedule

The Board revisited an issue arising from the transition to a four-day, ten-hour work schedule. Questions have been raised regarding whether employees should receive 8 hours or 10 hours of pay when taking holiday, vacation, or sick leave. An employee's letter noted that employees

working 10-hour shifts would lose approximately 22 hours of paid holiday time annually if only 8 hours were granted.

Following discussion, Mayor Weber initially moved to take no action, seconded by Orman. Head expressed that additional discussion was necessary. Councilmember Massey reminded the Board that he had made a motion at the previous meeting to compensate employees for holiday leave at the same number of hours they work per day and believed the Board had supported that approach.

Administrator Wilbourn informed the Board that he had contacted other municipalities and the Lincoln County Commissioner's office, all of which compensate holiday hours based on employees' regular work schedules (i.e., employees working 8-hour days receive 8 hours of holiday pay; employees working 10-hour days receive 10 hours).

This seemed to bring clarity and reassurance to council members

- Mayor Weber then rescinded her motion to take no action, with Orman seconding
 - Yea: Thompson, Massey, Head, Orman, Weber.
- Orman made a motion, seconded by Weber, to formally clarify that employees will receive holiday leave based on their regular daily work schedule: employees working 8-hour shifts will receive 8 hours of holiday pay, and employees working 10-hour shifts will receive 10 hours of holiday pay.
 - Yea: Thompson, Massey, Head, Orman, Weber. Motion carried

Department Reports:

Parks, Cemetery, Lake, Library, Street and Museum:

Mayor Weber noted that Delayna received a large grant through Oklahoma Library Association to put in a walk story book walk. The grant award was \$7000

Administrator's Remarks

Administrator Wilbourn reported that ongoing maintenance challenges at both the lake and cemetery are due to limited funding, equipment, and staffing. Cemetery mowing costs the City \$750 per service, and the size of the property makes upkeep labor-intensive. He emphasized that the concerns are not from lack of care, but lack of resources.

He noted several street and water-line issues currently being addressed, including leaks near the school and on Kuntz. Recent chip-and-seal work on Old Dawson cost approximately \$78,000, and while helpful, is not a long-term solution. He reiterated that many infrastructure needs cannot be met without increased funds, staff, or equipment.

Wilbourn discussed the strain of balancing departmental budgets, including utilities, police, fire, retirement, and health insurance costs. Adjustments to insurance expenses have caused concerns among staff but were necessary to keep the City financially stable.

Regarding the Police Department, Wilbourn expressed frustration over not receiving requested information in prior meetings. After conducting his own review, he reported that from October 4th-28th, officers issued 7 citations and 16 warnings. He stated that this low level of enforcement has been an ongoing concern and makes it difficult to justify requests for additional staff or raises. Members of the audience expressed concerns regarding the Police Department, noting ongoing frustrations. One individual commented that certain activities in town appear to align predictably with the department's schedule. Councilmember Thompson stated that he has personally observed what he believes to be open drug activity and expressed concern that no action has been taken. One audience member noted that in his dealings with the police they were "top notch" and been very welcoming to him, as he is newly moved here from Shawnee. However he also noted the excessive speeding on HWY 18.

Wilbourn concluded by affirming that he will continue doing his best with available resources and will follow the Board's direction, even when difficult decisions are required.

New Business: None

Adjourn:

Weber made a motion, seconded by Massey to adjourn the meeting at 7:25 p.m.

- Yea: Thompson, Massey, Head, Orman, Weber.

Meeker Public Works Authority
November 17, 2025
Immediately following Board of Trustee meeting

The Meeker Public Works Authority opened the regular meeting following the Board Meeker at 7:26 p.m. Answering roll call were, Thompson, Massey, Head, Orman and Weber.

Town Administrator: Jeff Wilbourn

Attorney James Hodgens

Town Clerk: Kimberly Haynes

Visitors present were, Mike McCormick, Forrest Billingsly, Donna Watkins, Mr. Sneed

Presentation from Autumn Williams for the 2024-2025 Audit

There was no further discussion on this line item since we covered this in the general session.

Consent Agenda A-D

- A) Approval of regular meeting minutes for October 20, 2025.
- B) Approval of the special meeting minutes from October 30, 2025
- C) Review of PWA financial reports for October
- D) Review of Treasurers Report information provided by Town Treasurer, Kimberly Haynes.

Consent Agenda Items Removed

- Head made a motion seconded by Orman to remove line-item A since they were both absent for that meeting.
 - Thompson, Massey, Head, Orman, Weber
- Weber noted that line item A had the incorrect date of October 17th – clerk made note and corrected that for the purpose of minutes. Head a motion to approve consent agenda items, seconded by Weber.
 - Thompson, Massey, Weber, Abstain: Orman, Head. Motion carried

Department Reports

Administrator Wilbourn reported on two minor water leaks—one near the high school and one on Koonce — both awaiting needed parts. He explained that while the leaks are small, repairs can be costly due to clamp pricing, noting that approximately \$20 worth of pipe may require \$700 in clamps. Wilbourn also stated that when assessing repairs, staff must consider the overall condition of the existing water line. In some cases, it is more efficient to replace a longer section of line rather than repeatedly repairing small portions, though this must be balanced with the potential for additional costs such as tree removal or sidewalk disruption.

Wilbourn also addressed ongoing issues with the telemetry system. The company previously used has not responded to service requests, and he is exploring a more affordable alternative. He expressed frustration that equipment less than two years old is already malfunctioning, requiring manual operation of systems that were intended to run automatically. He assured the Board he will continue managing these issues as they arise.

New Business None

Adjourn

- Weber made a motion, seconded by Thompson to adjourn the meeting at 7:30 p.m.
 - Yea: Thompson, Massey, Head, Orman and Weber. Motion carried.

Kimberly Haynes, Town Clerk

Donna Weber, Mayor