

# **AGENDA**

## **TOWN OF LAVERNE BOARD OF TRUSTEES**

THE BOARD OF TRUSTEES OF THE TOWN OF LAVERNE WILL MEET AT 6:30 PM ON MONDAY FEBRUARY 2<sup>nd</sup> 2026, AT THE CITY HALL CONFERENCE ROOM LOCATED AT 7<sup>TH</sup> AND OKLAHOMA STE 1, LAVERNE OK 73848 FOR A REGULAR MEETING.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its Town/Trust Manager, staff, attorney or to the recommending board, commission, or committee. Please wait to be acknowledged by the mayor.  
Please wait to be acknowledged by the Chairman.

1. **Call to order.**
2. **Flag salute and Invocation.**
3. **Roll call, declaration of a quorum being present.**
4. **Citizens comments/ and or remarks from the Trustees.** Remarks should be directed to the Board as a whole and limited to 3 minutes. No action or discussion can be taken at this time per state law. This is simply to allow citizens to make the Board aware of their concerns.
5. **Reports from**
  - A. Town Superintendent
  - B. Police Officer and Dispatch
  - C. Code Officer
  - D. E911 Board
  - E. Grant Writer
6. **Consent Docket:**

All items listed in the Consent docket are deemed routine in nature and will be approved by one vote of the Board. Any Trustee desiring to discuss an item on the Consent Docket may request that it be removed from the Consent docket to be placed for discussion as the next item. It will then be considered separately.

  - A. Minutes of the January 5<sup>th</sup> Regular Meeting.
  - B. Purchase orders as presented for the month of January 2026.
  - C. Report from Treasurer and Clerk.
  - D. USDA Estimate of needs for the Grant fund Sugar Bites Bakery-\$68,320.00
  - E. USDA Estimate of needs for the Grant fund Panhandle Lanes-\$46,000.00
  - F. USDA Estimate of needs for the Grant fund Hitchin Post Restaurant-\$41,480.00
  - G. Estimate of needs for the Grant fund OEDA/REAP HA26-5 \$51,396.00

- H. Estimate of needs for the Grant fund State Aid Library \$4,995.00
- I. Interlocal cooperative agreement for circuit engineering district (ced8)  
January 1, 2026 - December 31, 2026

7. **Consider items removed from the consent docket.**

- 8. Consider request of Rodney Hickmon to de-annex a portion of the Northwest Quarter of Section Twenty-eight (28), Township Twenty-six (26) North, Range Twenty-five (25) West of the Indian Meridian, Harper County, Oklahoma, being more particularly shown of the attached map, and direct the Town Administrator to prepare a de-annexation ordinance to place on the next regular meeting agenda or direct other action.
- 9. Consider convening into executive session to discuss the purchase or some or all of the tract of real property known as Park Addition to the Town of Laverne, pursuant to Title 25, Section 307B.3 of the Oklahoma Statutes as amended.
- 10. Reconvene into regular session
- 11. Consider directing the Town Administrator and/or Town Attorney to negotiate a purchase price and prepare a real estate contract for the purchase of some or all of Park Addition.
- 12. Review and possibly approve the renewal of Municipal Property Protection Plan from OMAG in the amount of \$53,167.00.
- 13. CONSIDER APPROVAL OF ORDINANCE NO. 2026-01 OF THE BOARD OF TRUSTEES OF THE TOWN OF LAVERNE, OKLAHOMA, AMENDING CHAPTER 11 OF THE LAVERNE MUNICIPAL CODE 2024, TO BE ENTITLED "LIBRARY, MUNICIPAL HOSPITAL, CLINIC AND THE LAVERNE MEMORIAL CEMETERY" IS HEREBY AMENDED BY THE ADDITION OF A NEW ARTICLE 3 ENTITLED "LAVERNE MEMORIAL CEMETERY"; PROVIDING FOR SECTION 11-301 ENTITLED "SEXTON"; PROVIDING FOR SECTION 11-302 ENTITLED "DUTIES OF SEXTON"; PROVIDING FOR SECTION 11-303 ENTITLED "RULES"; PROVIDING FOR SECTION 11-304 ENTITLED "CEMETERY CARE FUND"; PROVIDING FOR SECTION 11-305 ENTITLED "CONTRACTS FOR LOTS"; PROVIDING FOR SECTION 11-306 ENTITLED "OFFENSE"; PROVIDING FOR SECTION 11-307 ENTITLED "RESERVED"; PROVIDING FOR SECTION 11-308 ENTITLED "FUNERAL DIRECTOR RESPONSIBILITIES"; PROVIDING FOR SECTION 11-309 ENTITLED "POLICE TO LEAD FUNERAL PROCESSIONS"; PROVIDING FOR SECTION 11-310 ENTITLED "RESPONSIBILITY OF TOWN, PERMITS FOR MONUMENTS"; PROVIDING FOR SECTION 11-311 ENTITLED "PRICE SCHEDULE"; PROVIDING FOR SECTION 11-312 ENTITLED "PURCHASE OF GRAVE SITES"; PROVIDING FOR SECTION 11-313 ENTITLED "USE OF GRAVE SITES"; PROVIDING FOR SECTION 11-314 ENTITLED "RULES, REGULATIONS AND REQUIREMENTS"; REPEALER; SAVINGS; CODIFICATION; SEVERABILITY; AND DECLARING AN EMERGENCY.

14. CONSIDER APPLYING THE EMERGENCY CLAUSE TO ORDINANCE NO. 2026-01.
15. Consider approval of the cemetery asset transfer agreement – (note: attach the second and third page of the inventory as exhibit a to the cemetery asset transfer agreement.
16. Consider establishing amount of money to be placed into the cemetery care fund.
17. Set fees, including but not limited to lot purchase sale price, setting of markers, setting of headstones, administrative fee for opening and closing.
18. Discuss review and possibly approve the proposal with Sutterfield Technologies for new software to be purchased by Town and Public Works.
19. Discuss and possibly approve revamping the Historic Log Cabin in the Laverne Park.
20. Discuss review and sign publication sheet, financial statement of the various funds for the FYE 6/30/25, and estimate of needs for the General fund, Sanitation fund, Street/Alley fund, and the Grant fund for FYE 6/30/2026 from RS Meacham.
21. Adjournment.

The agenda was posted by the Town Clerk, Shayla Good on Friday, January 30<sup>th</sup>, 2026 at or before 6:30 p.m. at City Hall located 7th and Oklahoma STE 6 Laverne OK 73848.

By: Shayla Good, Town Clerk

ANYONE WHO WILL BE ATTENDING THIS MEETING REQUIRING REASONABLE ACCOMMODATION TO ATTEND AND/OR FULLY PARTICIPATE IN THIS MEETING MUST CONTACT THE TOWN CLERK, SHAYLA GOOD AT 580-921-5121 AT LEAST 24 HOURS PRIOR TO THE SCHEDULED STARTING TIME OF THE MEETING