



MEETING MINUTES

Town of Washington Public Works Authority
Tuesday, December 3, 2024 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 Branham at 1800 hours.
2. **Roll Call:** The following members were present: Chairman/Trustee Duane Branham, Trustee Tony Brennan, and Trustee Joel Siria.

3. **Consent Agenda**

- A. Approve the Minutes from the Town of Washington Public Works Authority Meeting on November 12, 2024.

Trustee Siria made a motion to approve the consent agenda, which was seconded by Trustee Brennan. All three Trustees voted in favor of the motion.

4. **Action Items**

- A. Consideration and possible approval, denial, postponement, or other action regarding the 2025 dates for Regular Board of Trustee Meetings for the Public Works Authority.

The Board was presented with staff recommended dates for the 2025 Regular Meetings for the Public Works Authority as follows: January 14, 2025, February 11, 2025, March 11, 2025, April 8, 2025, May 13, 2025, June 10, 2025, July 8, 2025, August 12, 2025, September 9, 2025, October 14, 2025, Monday, November 10, 2025 *** (moved from 11/11/25 due to Veteran's Day)***, December 9, 2025. Trustee Branham made a motion, which was seconded by Trustee Siria to adopt the schedule as presented. All three Trustees voted in favor.

- B. New Business (if any)

None.

5. **Town Administrator, Staff, and Trustee Reports**

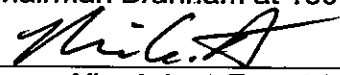
The Town Administrator, Staff, and Trustees will provide updates regarding recent and upcoming events and projects, including events of interest and the general operations of the Public Works Authority. No action will be taken.

Public Works Report presented by Town Administrator Mica Lunt for Public Works Director TR Leshner. The Board was provided an overview of work completed over the past month, which included replacing and repairing four street signs, clearing a ditch and culvert, getting all new meters working except for approximately 15, fixing approximately five leaks discovered during meter installations, and installing

valves across the water system as leaks are repaired. A delay in installation of the SCADA system was discussed as well as contingency plans. The need for additional valves across the fresh water system was discussed as ORWA was unable to conduct a leak detection test due to the low number of valves in the Town's system.

6. **Adjournment:** The meeting was adjourned by Chairman Branham at 1807 hours.




- Mica A. Lunt, Town Administrator