



MEETING NOTICE AND AGENDA
Town of Washington Public Works Authority
Tuesday, April 14, 2026, 6pm
Town of Washington Town Hall, 204 N. Main St., Washington, OK 73093

1. **Call to Order** Time _____

2. **Roll Call**

Chair & Trustee Joel Siria	Trustee James Andrews	Trustee Tony Brennan
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3. **Consent Agenda**

A. Approve the Minutes from the Town of Washington Public Works Authority Meeting on March 10, 2026.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

4. **Action Items & Public Hearings**

A. New Business (if any)

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

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 Public Works Director TR Leshner
- Update on Water Tower Project by Town Administrator Brandon Wansick

6. **Adjournment** Time _____

This agenda was filed in the office of the Town Clerk and posted at 4:35 pm 4/19/26, on the Town's website and in the lobby of the Town of Washington Town Hall, 204 N. Main St., Washington, Oklahoma 73093, by Brandon Wansick, Town Administrator.

Kasny Hesh

 Town Administrator
 Clerk



**TOWN OF WASHINGTON
PUBLIC WORKS AUTHORITY
204 N. MAIN ST.
WASHINGTON, OK. 73093
MINUTES**

Type: Regular Meeting

Date: Tuesday, March 10, 2026

Place: Washington Town Hall

204 N. Main Street

Washington, OK. 73093

1. Call to Order Time: 6:00pm

2. Roll Call:

Mayor & Trustee Joel Siria: Here

Trustee James Andrews: Here

Trustee Tony Brennan: Absent

3. Consent Agenda (Items A)

A. Approve the Minutes from the Town of Washington Public Works Authority Meeting February 10, 2026.

B. Approve the Minutes from the Joint Town of Washington & Washington Public Works Authority Special Meeting on February 25, 2026.

C. Approve the Minutes from the Emergency Joint Town of Washington & Washington Public Works Authority Meeting on February 19, 2026.

Motion to approve as written by Joel.

Second: Andrews

Votes:

Joel Siria: Aye

James Andrews: Aye

Tony Brennan: Absent

4. Action Items



**TOWN OF WASHINGTON
PUBLIC WORKS AUTHORITY
204 N. MAIN ST.
WASHINGTON, OK. 73093
MINUTES**

- A. Consideration and possible approval, denial, postponement, or other action regarding a Joint Resolution Approving an Amendment to the Municipal Budget for Fiscal Year 2025-2026 for Purposes of Reallocating Funding.

Motion to approve as written by Joel.

Second: Andrews

Votes:

Joel Siria: Aye

James Andrews: Aye

Tony Brennan: Absent

- B. New Business (if any)

None

5. Town Administrator, Staff, and Trustee Reports

Public Works Report presented by Public Works Director T.R. Lesher

Town of Washington – Public Works Department

Monthly Report – February 2026

Water System

- Daily well checks, meter readings, free board measurements, and chlorine residuals completed.
- 2/2 Fixed leaking frost-free spigot at Community Center.
- 2/9 Filtration project started on Wells 2 & 3.
- 2/12 Filtration system completed on Wells 2 & 3.
- 2/17 Quarterly SOC water tests taken.
- 2/18 Turned water on at 108 S. Turner.
- 2/19 Changed filters on Wells 2 & 3; filtration on Wells 1 & 4 completed; leak repaired on Well 2 filter system; new pressure gauge installed at Well 2.

Sewer System

- 2/2–2/3 Sewer service line project completed.
- 2/2 Lift station pumps pulled and cleared of debris.

Cemetery

- 2/2 Marked grave for headstone.



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- 2/9 Marked grave for foot marker; located grave for headstone; marked grave for burial.

- 2/10 Assisted with grave opening.

- 2/11 Measured and moved corner markers.

Streets, Alleys & Grounds

- 2/4 Refilled pothole on Main; poured cement around water valve at Kerby & Turner; rock delivered/spread in alley east of Main; repaired/repainted handrail at Community Building.

- 2/12 Dirt work completed west side of playground at Memorial Park.

- 2/17 Installed mulching blades.

- 2/20 Sod laid at Memorial Park.

Solid Waste / Poly Carts

- 2/9 Picked up 3; delivered 2.

- 2/10 Delivered 3.

- 2/17 Picked up 3; delivered 1.

Meters & Endpoints

- 2/23 Changed 4 endpoints; tested 10 meters.

- 2/24 Tested 16 meters.

Okie 811 Locates — Total: 18

- 2/3 (1), 2/5 (3), 2/9 (2), 2/10 (1), 2/17 (6), 2/23 (4), 2/25 (1)

Trustee Andrews asked what the cause was for the replacements needed on the endpoints, PWD Leshner explained that gophers had been chewing through wires.

Town Administrator Wansick provided an update on the Water Tower Project and the Water Filtration Project. Mica has been working diligently to secure a low-interest USDA loan, and the information required to complete the loan process is being provided on a daily basis. Mica has been instrumental in moving this process forward. The filters from the water filtration units were presented to the Trustees. The filters are replaced every Thursday and are functioning as intended. Staff will continue to monitor their performance. The Town continues to make improvements to the water system in order to better serve the community. Mayor Siria requested to remain informed on the progress of the Water Tower Project as it continues.

Adjournment Time: 6:10pm



**TOWN OF WASHINGTON
PUBLIC WORKS AUTHORITY
204 N. MAIN ST.
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MINUTES**

Chairman, Joel Siria

Clerk, Kasey Leshner



MEETING NOTICE AND AGENDA

Town of Washington Board of Trustees
Tuesday, April 14, 2026 6pm (or immediately following the Public Works
Authority Meeting)
Town of Washington Town Hall 204 N. Main St., Washington, OK 73093

1. **Call to Order** Time _____

2. **Roll Call**

Mayor & Trustee Joel Siria | Trustee James Andrews | Trustee Tony Brennan

3. **Pledge of Allegiance, Proclamations, & Presentations**

- A. Pledge of Allegiance
- B. Proclamations or Presentations

4. **Consent Agenda**

- A. Approve the Minutes from the Town of Washington Regular Meeting on March 10, 2026
- B. Approve Resolution 26-4.1 Authorizing TA Brandon Wansick to submit for NRWA SWPF Grant to tear down existing water tower.
- C. Approve Resolution 26-4.2 Authorizing Vehicle Allowance for TA Brandon Wansick.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

5. **Action Items & Public Hearings**

A. New Business (if any)

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

6. **Financial Reports**

The regular monthly financial reports for all funds are provided to Trustees for their review and information. Presented by Town Administrator Brandon Wansick for informational-purposes only.

7. **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 Town. No action will be taken.

Fire Department Report presented by Chief Justin Braziel
Police & Code Enforcement Report presented by Chief Ruben Ruiz
Town Clerk's Report presented by Town Clerk Kasey Leshner

Administration Report presented by Town Administrator Brandon Wansick

8. Public Comments (each speaker limited to three minutes)

9. Executive Session

A. Board of Trustees may consider retiring into Executive session for the purpose of:

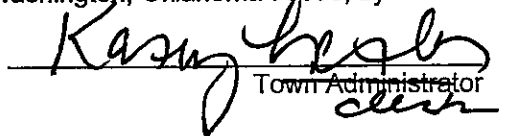
1. Consideration and discussion of personnel matters including the duties of the Town Administrator, in accordance with 25 O.S. Section 307(B)(1).
2. Confidential communications between a public body and its attorney concerning a pending investigation being conducted by the State Auditor's Office in accordance with 25 O.S. Section 307(B)(4)

B. Consider and take any action deemed appropriate as a result of the Executive Session.

Motion _____ Second _____ Votes: Siria _____; Andrews _____; Brennan _____

10. Adjournment Time _____

This agenda was filed in the office of the Town Clerk and posted at 4:35pm 4/19/26, on the Town's website and in the lobby of the Town of Washington Town Hall, 204 N Main St., Washington, Oklahoma 73093, by Brandon Wansick, Town Administrator.


Town Administrator



TOWN OF WASHINGTON
204 N. MAIN ST.
WASHINGTON, OK. 73093
MINUTES

Type: Regular Meeting

Date: Tuesday, March 10, 2026

Place: Washington Town Hall

204 N. Main Street

Washington, OK. 73093

1. Call to Order Time: 6:11pm

2. Roll Call:

Mayor & Trustee Joel Siria: Here

Trustee James Andrews: Here

Trustee Tony Brennan: Absent

3. Pledge of Allegiance, Proclamations, & Presentations

A. Pledge of Allegiance

B. Proclamations or Presentations

None

4. Consent Agenda (Items A)

A. Approve the Minutes from the Town of Washington Regular Meeting February 10, 2026.

B. Approve the Minutes from the Town of Washington Special Meeting Minutes on February 12, 2026, February 13, 2026, February 17, 2026, and February 20, 2026.

C. Approve the Minutes from the Joint Town of Washington & Washington Public Works Authority Special Meeting on February 25, 2026.

D. Approve the Minutes from the Emergency Joint Town of Washington & Washington Public Works Authority Meeting on February 19, 2026.

E. Approve Resolution 26-2.2 that Approves the Employment Agreement Discussed and Approved at the February 25, 2026 Special Meeting.

F. Approve a Joint Resolution Approving An Amendment To The Municipal Budget For Fiscal Year 2025-2026 for Purposes of Reallocating Funding just considered and approved at the previous Washington Public Works Authority Meeting Today.



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Motion to approve as written by Joel.

Second: Andrews

Votes:

Joel Siria: Aye

James Andrews: Aye

Tony Brennan: Absent

5. Action Items

- A. Consideration and possible approval, denial, postponement, or other action regarding a Resolution Allocating Funding for the Interest, Registration, and Incidental Expenses Associated with the Fire Truck Loan and Fire Truck Purchase.
-

Town Administrator Wansick reported that the current plan is for the Fire Department to work with Kenny Keith this weekend to cut the vehicle frame in half and put a 3-inch hole in the engine block. The vehicle will then be taken to a salvage yard to be scrapped. Reimbursement is expected within 45 days of decommissioning. Trustee Andrews asked whether the vehicle is part of the reimbursement process, and it was confirmed that it is. Trustee Andrews also asked whether the vehicle would remain in the Town's possession until everything is finalized, and it was confirmed that it will remain in Town possession until proceedings are complete.

Motion to approve as written by Joel.

Second: Andrews

Votes:

Joel Siria: Aye

James Andrews: Aye

Tony Brennan: Absent

- B. Consideration and possible approval, denial, postponement, or other action regarding a Resolution Authorizing the Purchase of a Patrol Vehicle for the Police Department.
-

Mayor Siria, He explained that one in-service police vehicle is currently broken down and would cost more to repair than it is worth. He stated that this purchase had been planned, but the cost is higher than originally estimated and is still within reason. Town Administrator Wansick presented three vehicle options to the Trustees. All three were 2021 Chevy Tahoe models with 61,000 miles and four-wheel drive. He stated that the lowest-budget option would not be his recommendation. The mid-range option was approximately \$4,500 over budget and would include additional lights. The highest option was approximately \$5,500 over budget and, would include



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a front visor bar. Wansick also noted that an additional estimated cost of approximately \$1,500 would be needed for professional installation of the radar, radio, and computer, with warranty coverage included. Town Administrator Wansick recommended the third option per his discussions with Police Chief Ruiz who stated that with an upper light bar you have the upper lightbars can be affected by noise, low-hanging limbs, and birds, Fire Chief Braziel also noted that the higher-mounted lights can also create a risk of water intrusion. It was noted that it would take approximately two to three weeks for the vehicle to be outfitted and placed into service.

Motion by Siria to approve the purchase of a police vehicle in the amount of \$35,500, plus approximately \$1,500 for professional installation and related fees

Second: Andrews

Votes:

Joel Siria: Aye

James Andrews: Aye

Tony Brennan: Absent

C. New Business (if any)

None

6. Financial Reports

The regular monthly financial reports for all funds are provided to the Trustees for their review and information. Presented by Town Administrator Brandon Wansick for informational purposes only. Mica has been kind enough to prepare and post the video this month on the Towns website.

7. Town Administrator, Staff, and Trustee Reports

Fire Department Report presented by Chief Justin Braziel

Fire Chief, Justin Braziel reported WVFD reported that they responded to 27 calls last month. An update was also provided on the storm sirens, the decommissioning process for the fire tanker that has been replaced, and a training opportunity for WVFD that will also include training for surrounding fire departments.

Police & Code Enforcement Report presented by Chief Ruben Ruiz

Chief of Police, Ruben Ruiz, reported that February was a productive and steady month for the WPD. Officers maintained a strong presence throughout town with regular patrols,



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school zone monitoring, and consistent community engagement. Activity levels increased compared to the previous month, and our department remained busy and responsive to community needs. Unit #2 suffered a catastrophic failure (thrown rod), leaving it out of service. As you are aware, our spare unit is also down. Officer Watts and I are currently sharing my patrol unit to ensure full shift coverage until a replacement vehicle is purchased. We also presented charges for prosecution to the District Attorney's Office during the month.

Traffic Stops 67 (31 Citations, 26 Written Warnings, 10 Verbal Warnings)

Phone Contacts 28

Public Interactions 11

Follow-Ups Conducted 12

Fire Department Assists 4

Law Enforcement Assists 4

911 Hang-Up Investigations 2

Alarm Calls 1

Welfare Checks 5

Citizen Complaints 1

Domestic Incidents 0

Animal Complaints 2

Special Assignments 5

Meetings Attended 8

Office Paperwork Tasks 13

District Court Filings 1

Vehicle Maintenance Tasks 6

Code Enforcement Cases 7

Code Enforcement Letters Issued 0

Code Enforcement Follow-Ups 8

Completed Training 0

Town Clerk's Report presented by Town Clerk Kasey Leshner

- Late Penalties: \$1,560.18
- Customers Disconnected Due to Non-Payment: 2



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- Permits Issued: 1
- New Customers: 8, Existing Builds
- Cemetery Lots Sold: 0
- Cemetery Lot Re- Assignment: 0
- Utility Customers Removed from Collections: 0
- Court Customers Removed from Collections: 0
- Individuals Sent to Collections:
 - Court: 3/ Total \$776.25
 - Utilities: 1/ Total \$614.58

- Assisted with leadership transition planning as the current administrator begins transitioning out.
- Communicated with incoming Town Administrator Brandon Wansick and supported onboarding preparation.
- Continued participation in planning and implementation for new accounting software.
- Developed a new process for reviewing and processing citations for the police department.
- Coordinated with Chief Braziel on documentation and paperwork for the new fire truck, including obtaining insurance for the new fire engine, discussing future fire department needs, and assisting with the clerical needs of his department.
- Completed additional municipal clerk and treasurer training to stay current on best practices and provide the highest standard of service for the Town of Washington.

Administrators Report presented by Town Administrator Brandon Wansick

Town Administrator Wansick expressed appreciation to staff. He also discussed continuing to build a positive relationship with the fire department and noted increased activity involving volunteer firemen and police officers.

8. Public Comments (each speaker limited to three minutes)

Todd Thompson with OG&E was present to remind the public that the election to renew the franchise would be April 7th. He requested that the Town share their digital flyer.

9. Executive Session

A. Board of Trustees may consider retiring into Executive Session for the purpose of:

1. Consideration and discussion of personnel matters including the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of the Town Administrator, in accordance with 25 O.S. Section 307(B)(1).



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2. Consideration and discussion of personnel matters including duties of the Fire Chief, in accordance with 25 O.S. Section 307(B)(1).

B. Board of Trustees may consider and take any action deemed appropriate as a result of the Executive Session.

No Action

10. Adjournment Time: 6:41pm

Trustee, Joel Siria

Clerk, Kasey Leshner



Resolution 26 - 4.1

A RESOLUTION OF THE TOWN OF WASHINGTON, OKLAHOMA, AUTHORIZING THE TOWN ADMINISTRATOR TO APPLY FOR AN NRWA SWPF GRANT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

Whereas, the NRWA SWPF Grant Program seeks projects that develop or enhance infrastructure, specifically source water projects, to ensure that the drinking water sources of Oklahoma communities are protected; and,

Whereas, no local matching funds are required for this grant; and,

Whereas, a source water protection plan has been conducted by the Oklahoma Rural Water Association (ORWA); and,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WASHINGTON, STATE OF OKLAHOMA:

Section 1. Authorization of Town Administrator. The Town Administrator is hereby authorized to submit an application to the NRWA SWPF Grant Program for funds to demolish the existing "witch hat" water tower located at Washington Public School, to prepare the site for a new standpipe once funded, and to construct fencing around the tower site, as described in the estimate prepared by Myers Engineering.

Section 2. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this Resolution; provided, however, that the effective date provision shall not be severable from the operative provisions of this Resolution.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 20____.

TOWN OF WASHINGTON

Joel Siria, Mayor

ATTEST:



Resolution 26 - 4.2

A RESOLUTION BY THE TOWN OF WASHINGTON, OKLAHOMA, AUTHORIZING A VEHICLE ALLOWANCE TO THE TA ; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.

Whereas, whereas the Town of Washington recognizes that the position of the TA requires significant use of the incumbents personal vehicle for town business; and,

Whereas, it is common for Oklahoma Municipalities to compensate for that use with a vehicle allowance.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WASHINGTON, STATE OF OKLAHOMA:

Section 1. Authorization of Vehicle Allowance. Beginning with the April 1st, 2026, pay period the TA shall have a monthly vehicle allowance of \$250.

Section 2. Severability. If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid, unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this Resolution, except, that the effective date provision shall not be severable from the operative provisions of this Resolution.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 20____.

TOWN OF WASHINGTON

Joel Siria, Mayor

ATTEST:

Kasey Leshner, Town Clerk