

GENERAL MEETING OF THE HAILEYVILLE CITY COUNCIL

TUESDAY Feb 10, 2025 7:00 PM

HAILEYVILLE, OK 74546 (PITTSBURG COUNTY)

As required, this agenda for the General meeting of the Haileyville City Council is posted in a public place, at least 24 hours before the meeting (Title 25, Section 311(A)(11))

AGENDA

Call to order

- a. Flag Salute
- b. Innovation

2. ROLL CALL AND DECLARATION OF QUORUM

3. RECOGNITION OF GUEST AND PUBLIC COMMENTS

4. REPORTS

- a. Mayor/ Council Members
- b. Police Chief
- c. Fire Department

5. DISCUSSIONS AND ACTIONS

- a. Approval of minutes of Jan 13, 2025, meeting
- b. Approval to Pay Jan 2025 Bills

6. BUSINESS NOT PREVIOUSLY CONSIDERED

7. NEW BUSINESS (BUSINESS NOT PREVIOUSLY CONSIDERED) Discussion and actions:

a Discussion, consideration, and possible action: At the request of Mayor Bailey-Morgan as transparency to

Approve the First National Bank Cash Management Program. All program fees are applicable. The standard cost to the City would be a \$100.00 startup fee and \$25.00 per month; however, because the City will not be initiating ACH transfers through the program, *(Cash Management accounts without ACH access is not assessed the monthly fee. Council approved minute's indicating individuals may create a user ID with a 'View-Only' access; giving them access to see statements and balances, but no authority to transfer funds.)* the program will monitor all council prior approved individuals to view only.

No fees will be charged. This program is implemented upon the recommendation of First National Bank. ***All transfers will require approval by the Mayor as well in house in person at the First National Bank of Hartshorne. All transfers require a second signature to initiate. All transfers will be reported to the Council during the following regular scheduled meetings.***

b. Discussion, Consideration, and possible action: Mayor Bailey Morgan requested this item for transparency. Clerk/Treasurer **additional extra duty backpay \$1.00 per hour pay only, backpay check is calculated back to November 10 , 2025, regular meeting.** *The amount of \$1.00 per hour is not specifically indicated in the November 10, 2025, minutes prepared by the clerk/treasurer.* The additional back-paycheck cut by clerk/treasurer and signed on January 28, 2026, by Mayor Bailey-Morgan verified the hours calculated for said check which seemed to be over cut by 1.50. November 10 , 2025, regular meeting date minutes are provided in packet approving the unspecified raise.

**** This agenda item shall stand as the official record to specifically document Council approval of a \$1.00 per hour rate increase for the Clerk/Treasurer's extra-duty pay, approved during the November 10, 2025, Council meeting. This is not an additional 1.00 per hour pay rate increase.**

- c. Discussion, consideration, and possible action: the State of Oklahoma is now garnishing fuel tax for unpaid taxes. The years that I was able to complete are 2022, 2023, 2025 we owe \$35,339.90. Unable to do taxes for 2019,
- d. Discussion, consideration, and possible action to adopt a policy prohibiting employees and elected officials from endorsing, assigning, or applying their payroll checks or warrants to pay City of Haileyville utility accounts, in accordance with Oklahoma statutes governing municipal disbursements (11 O.S. § 17-102) and prohibited transactions by municipal officers/employees (11 O.S. § 8-113), and to require all utility payments be made through standard payment methods.8.

BUSINESS NOT KNOW AT THE TIME OF AGENDA

- e. Discussion, consideration, and possible action: Council to approve a maximum workweek of 32 hours, with regular hours of operation set as Monday through Thursday, 8:00 a.m. to 5:00 p.m. Office staff, as well extra duty pay receive No overtime or additional hours shall be paid without the pre-approved by the Mayor. Requiring any hours pre-approved by Mayor beyond the 32-hour workweek shall be presented to Council for approval at the next regular Council meeting.
- f. Discussion, consideration, and possible action for Council approval to follow the meeting minutes preparation process as outlined in the **Oklahoma Open Meeting**

Law (OML) Handbook and applicable Oklahoma State statutes. This process shall require that all meeting minutes correspond directly to each original agenda item as posted for public notice and presented to Council within the minutes. **Agendas shall remain simplified, with minutes recorded and organized in the same order as the agenda items. All meeting minutes shall be reviewed and approved by the Mayor prior to presentation to Council for Council approval.** This process shall be effective beginning February 10, 2026. **Any future revisions to the meeting minutes process as required by OML shall be followed.**

g.

9. ADJOURNMENT

POSTED THIS 6TH DAY OF Feb 2026. at 5 PM. I certify and attest to the public posting of this meeting as required by Oklahoma statute 311, Title 25

A handwritten signature in black ink, appearing to read 'Thomas Howell', written over a horizontal line.

Thomas Howell/ City Clerk