

**MINUTES**  
**TOWN OF SLAUGHTERVILLE**  
**BOARD OF TRUSTEES**  
Regular Meeting  
November 18,2025

**1. CALL TO ORDER**

Mayor Easom called the meeting of the Town of Slaughterville Board of Trustees to order at 7:00p.m. on November 18, 2025. The meeting was held at the Slaughterville Town Hall at 10701 US Highway77 and was conducted pursuant to the State Open Meeting Law with due and proper notice provided. Notice of the meeting was given by posting an agenda on October 17, 2025.

**2. CALL, DECLARATION OF A QUORUM BEING PRESENT**

LEAH GRADY	PRESENT
BRAD LUBY	PRESENT
STEVE EASOM	PRESENT
HERB ROUSEY	PRESENT
KATHY SNELLBAKER	PRESENT

A quorum was established. Present were Town Administrator Carol Lance, Town Treasurer Chris Edwards, Town Clerk Linda Butts, Administrative Assistant Karie Killgore, Permit/Code Compliance Specialist Franki Anglin and Town Attorney Bryce Kennedy.

**3. PLEDGE OF ALLEGIANCE AND INVOCATION**

Mayor Easom led the Pledge of Allegiance and Brad Luby gave the invocation.

**4. CITIZEN COMMENTS**

*Anyone who has an item of business to present to the Slaughterville Board of Trustees is requested to sign in prior to the meeting and will be called upon to speak by the mayor or presiding officer. Those addressing the Trustees are to come to the podium to speak. Presentations are limited to three (3) minutes. Due to Open Meeting Act regulations, remarks should be made to the Board of Trustees as a whole. All comments must directly pertain to an agenda item. If no such item appears on the agenda, it cannot be discussed.*

There were no citizen comments.

**5. CONSENT AGENDA**

*All items listed under the Consent Agenda are deemed to be non-controversial and routine in nature by the governing body. Items will be approved by one motion of the governing body. Items listed will not be discussed. Any member of the governing body desiring to discuss an item on the Consent Agenda*

*may request it be removed from the Consent Agenda and placed in its proper order on the regular agenda for consideration.*

- a) **Approval of minutes from October 21st, 2025, Board of Trustees regular meeting.**
- b) **Approval of minutes from October 30<sup>th</sup>, 2025, Board of Trustees special meeting.**
- c) **Approval of the October 2025 financial reports.**
- d) **Approval of the 2026 Board of Trustees schedule of regular meetings.**
- e) **Approval of the 2026 Holiday Calander for Slaughterville Town Hall.**
- f) **Approval of Purchase Order #252616 in the amount of \$16,162.50 to Redline Fire Equipment and Supply.**

Motion was made by Kathy Snellbaker to approve the Consent agenda with the removal of d. Herb Rousey seconded the motion.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM

Nay: NONE

#### **6. ITEMS REMOVED FROM CONSENT AGENDA**

*Any items removed from the Consent Agenda will be discussed and consider action to amend, deny, or approve.*

##### **d) Approval of the 2026 Board of Trustees schedule of regular meetings.**

Kathy Snellbaker suggested that the dates of regular meetings for January 20 and February 17 be moved because they are on the day after an observed holiday.

Motion was made by Herb Rousey to move January 20 to January 27 and February 17 to February 24. Steve Easom seconded the motion.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM

NAY: NONE

#### **7. REPORTS**

*This section is intended for the listed organization(s), staff, and Town Administrator to report and make announcements concerning municipal or community matters.*

##### **a) Report from the Cleveland County Sheriff's Office.**

- Lt Green reports 392 calls and took 18 reports.
- Reminder that it is deer season. Use your lights. Don't swerve to miss a deer.

##### **b) Report from the Fire Department.**

- Chief Chris Tolson reports 36 runs
- November 20<sup>th</sup> the department will have a Search & Rescue training with Cedar Valley.

**c) Report from the Planning and Development Department.**

- Franki Anglin reported a total of 39 open permits
- 2 new zoning permits were opened
- 2 zoning permits were completed
- 4 open code compliance cases

**d) Report from the Town Administrator**

Town Administrator, Carol Lance reported:

- Maintenance issues with lights
- Due to security concerns, all locks have been changed
- New cameras are being installed so there will be no blind spots which will provide time stamp information when necessary.
- Signs have been installed at the park stating hours open from dawn to dusk
- Workers Comp loss fund received a check from OMAG for 2022/2023 in the amount of \$1250 which goes into the escrow account. This brings the escrow balance to \$15,892.05.
- Audit should be finalized by the December meeting
- November 20<sup>th</sup> there will be a pizza dinner for the fire department

Assistant Town Administrator, Karie Killgore reports:

- Issues with the lighted sign outside of town hall. She is working to get it repaired.

**8. DISCUSSION AND/OR ACTION ITEMS**

- a) Discussion and/or action to amend, approve, or deny Ordinance 2025-04, providing for the permitting of off-premises signs in certain zoning districts and locations; by the amendment of section 13-302, entitled definitions, by adding and amending certain definitions pertaining to off-premises signs; by the amendment of Section 13-306 by deleting Subsection H which bans off-premises signs except for directional signs; by the addition of a new Section 13-307A entitled off-premises signs, including billboards/off premises advertising signs/digital signs; by providing for A) zoning districts and locations where off-premises are permitted, B) building permits, C) state.**

Motion was made by Brad Luby to approve Ordinance 2025-04 with inclusion of wording change under BILLBOARD/OFF-PRIMISE ADVERTISING SIGNS/DIGITAL, number 10 to read "Such signs shall not be constructed or placed in such a way that the light from the sign shines into any property with a residential use". Kathy Snellbaker seconded the motion.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM

NAY: NONE

- b) Discussion and/or action declaring an emergency for ordinance 2025-04.**

*(Information: Declaring the ordinance an emergency means that the ordinance would become effective immediately.)*

**NOTE: AT LEAST FOUR (4) AFFIRMATIVE VOTES ARE REQUIRED TO PASS THE EMERGENCY CLAUSE.**

Motion was made by Steve Easom and seconded by Brad Luby to approve declaring an

emergency for ordinance 2025-04.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM  
NAY: NONE

- c) **Discussion and/or action to amend, deny, or approve ORDINANCE NO. 2025-06, AN EMERGENCY ORDINANCE OF THE TOWN BOARD OF THE TOWN OF SLAUGHTERVILLE AMENDING PART 2, CHAPTER 2 OF THE SLAUGHTERVILLE MUNICIPAL CODE 2015 (2024 SUPPLEMENT), BY THE ADDITION OF A NEW SECTION 2-206 ENTITLED "TOWN ADMINISTRATOR"; PROVIDING FOR THE DUTIES AND AUTHORITY OF THE TOWN ADMINISTRATOR BY ORDINANCE; PROVIDING FOR REPEALER; SAVINGS; CODIFICATION; SEVERABILITY; AND DECLARING AN EMERGENCY.**

Motion was made by Steve Easom to approve the Ordinance 2025-06 with the revision of B.1. to read "To appoint, and when necessary for the good of the service, remove, demote, lay off, suspend, discipline and /or discharge all employees. Brad Luby seconded the motion.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM  
NAY: NONE

- d) **Discussion and/or action declaring an emergency for ordinance 2025-06**  
*(Information: Declaring the ordinance an emergency means that the ordinance would become effective immediately.)*

**NOTE: AT LEAST FOUR (4) AFFIRMATIVE VOTES ARE REQUIRED TO PASS THE EMERGENCY CLAUSE**

Brad Luby made a motion to approve declaring an emergency for ordinance 2025-06. Kathy Snellbaker seconded the motion.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM  
NAY: NONE

- e) **Discussion and or action to amend, deny, or approve ORDINANCE NO. 2025-\_\_\_\_ OF THE BOARD OF TRUSTEES OF THE TOWN OF SLAUGHTERVILLE, OKLAHOMA, AMENDING PART 2 OF THE SLAUGHTERVILLE MUNICIPAL CODE 2015 (2024 SUPPLEMENT) BY THE ADDITION OF A NEW CHAPTER 3 ENTITLED "TOWN RECORDS"; PROVIDING FOR SECTION 2-301 ENTITLED "PURPOSE; PROVIDING FOR SECTION 2-302 ENTITLED "STATEMENT OF POLICY"; PROVIDING FOR SECTION 2-303 ENTITLED "APPOINTMENT OF OPEN RECORD AND RECORD RETENTION CUSTODIANS"; PROVIDING FOR SECTION 2-304 ENTITLED "OPEN RECORD REQUESTS"; PROVIDING FOR SECTION 2-305 ENTITLED "PROCESSING RECORD REQUESTS"; PROVIDING FOR SECTION 2-306 ENTITLED "SCOPE OF RECORD SEARCH"; PROVIDING FOR SECTION 2-307 ENTITLED "RECORDS IN STORAGE"; PROVIDING FOR SECTION 2-308 ENTITLED "COMPUTER RECORDS"; PROVIDING FOR SECTION 2-309 ENTITLED "FEES FOR RECORDS"; PROVIDING FOR SECTION 2-310 ENTITLED "ACCOUNTABILITY FOR FUNDS"; PROVIDING FOR SECTION 2-311 ENTITLED "OPEN RECORD FORM ADOPTED"; PROVIDING FOR SECTION 2-312 ENTITLED "LEGAL QUESTIONS"; PROVIDING FOR SECTION 2-313 ENTITLED "DESTRUCTION OF PUBLIC**

**RECORDS; SCANNING AND STORING PUBLIC RECORDS"; PROVIDING FOR REPEALER; PROVIDING FOR SAVINGS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.**

*(Information: Background: In SB 535, the Oklahoma Legislature approved some amendments to the Oklahoma Open Record Act Title 51, Oklahoma Statutes §24A. I et seq.. These amendments help municipalities in working with records requests that do not describe the requested records with reasonable specificity. To have reasonable specificity, a request shall: "a) specify a general time frame within which the requested records would have been created or transmitted, b) seek identifiable records, rather than general information without any qualifiers or other specifications, and c) include search terms that are sufficiently specific to assist the public body in identifying the requested records. If a public body has engaged with the requestor to seek the information needed to fulfill the request and to identify the records sought by the requestor, including providing the requestor with general topics or a specific list of records related to the request, the request may be denied if it is still not reasonably specific." Additionally, SB 535 allows a municipality to require advance payment of the estimated authorized fees when the estimated cost exceeds Seventy-five Dollars (\$75.00) or if the requestor has outstanding fees from previous requests. Any portion of an advance payment that exceeds the costs of responding to the request must be returned to the requestor).*

**NOTE:** TO IMPLEMENT THESE CHANGES A REVIEW OF THE EXISTING ARTICLE CONTROLLING OPEN RECORDS WAS REVIEWED. NO IMPLEMENTING ORDINANCE WAS FOUND IN THE MUNICIPAL CODE AND THIS ORDINANCE, AND ITS IMPLEMENTING FORMS ARE CONSISTENT WITH SB 535. STATE LAW ALSO PERMITS PUBLIC RECORDS TO BE DESTROYED ACCORDING TO A TIME SCHEDULE PROVIDED BY THE STATE LAW OR AS OTHERWISE PROVIDED BY MUNICIPAL ORDINANCE. THIS AMENDMENT ADDS A PROVISION TO ACCOMPLISH BOTH DESTRUCTION OF RECORDS AND SCANNING OF PUBLIC RECORDS AND IS OFFERED FOR YOUR CONSIDERATION AND REVIEW.

Motion was made by Steve Easom and seconded by Kathy Snellbaker to table this item until the next meeting.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM

NAY: NONE

**f) Discussion and/or action declaring an emergency for ordinance 2025-\_\_.**

*(Information: Declaring the ordinance an emergency means that the ordinance would become effective immediately.)*

**NOTE:** AT LEAST FOUR (4) AFFIRMATIVE VOTES ARE REQUIRED TO PASS THE EMERGENCY CLAUSE

Tabled.

**g) Discussion and/or action to amend, approve, or deny, Resolution No. 2025-1118, a resolution of the Board of Trustees of the Town of Slaughterville, Oklahoma, revising the Master Fee Schedule, establishing certain rates and fees for the Town of Slaughterville, and superseding previous resolutions.**

Steve Easom made a motion to approve Resolution No. 2025-1118. Herb Rousey seconded.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM

NAY: NONE

- h) **Discussion and/or action to approve or deny the re-appointment of Ronald Strobach, Joyce Smith, and Trevor Davis, and the application for the new appointment of DeWayne Tolson to the Board of Adjustment for a three-year term beginning on December 1<sup>st</sup>, 2025.**

***NOTE: ALL THE BOARD OF ADJUSTMENT BOARD MEMBERS' TERMS EXPIRE ON NOVEMBER 30<sup>TH</sup>, 2025. THIS BOARD CONSISTS OF 5 MEMBERS AND WILL HAVE 1 VACANT SEAT IF APPROVED.***

Steve Easom made a motion to only vote on DeWayne Tolson at this meeting. Motion was seconded by Herb Rousey.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM

NAY: NONE

- i) **Discussion and/or action to amend, deny, or approve a one-time annual reimbursement to the firefighters for services performed for the Town of Slaughterville and the citizens.**  
*(Information: The allotment per firefighter in 2024 was \$500.00. The fire department currently has 12 volunteer firefighters. The 2025 budgeted amount is \$8000.00.*

Motion was made by Steve Easom and seconded by Brad Luby to approve \$600 per firefighter.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM

NAY: NONE

**9. MOTION TO ENTER INTO EXECUTIVE SESSION**

**Discussion and/or action to enter executive session to discuss the expiration of the probationary period for employment of Karie Killgore and M. Franki Anglin, pursuant to Title 25, Section 307(B)(1) of the Oklahoma State Statutes.**

Motion was made by Brad Luby and seconded by Steve Easom to enter Executive Session at 8:53pm.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM

NAY: NONE

**10. MOTION TO RETURN TO OPEN MEETING**

***NOTE: THE BOARD OF TRUSTEES MAY CONSIDER AND TAKE ANY ACTION DEEMED APPROPRIATE AS A RESULT OF THE EXECUTIVE SESSION.***

Motion was made by Steve Easom and seconded by Brad Luby to Return to Open Meeting at 9:10pm.

YEA: SNELLBAKER, ROUSEY, GRADY, LUBY, EASOM  
NAY: NONE

12. **REMARKS AND INQUIRIES BY TRUSTEES OR TOWN STAFF**

**Leah Grady, a trustee, wishes to address publicly a complaint filed by Ronald Strobach, Slaughterville Board of Adjustments member.**

*The complaint alleges that Leah Grady resides at a residence that IS NOT in the Slaughterville Town limits. This allegation has been investigated and addressed by the Town Attorney and the Town Administrator.*

Leah Grady stated that she is a resident of Slaughterville.  
Attorney Bryce Kennedy defined residence vs domicile.  
The board has determined residency.

13. **ADJOURNMENT**

Mayor Steve Easom adjourned the meeting at 9:19pm

Approved on this 16<sup>th</sup> day of December 2025



Mayor Steve Easom

Attest:

  
Town Clerk Linda Butts