

**MINUTES  
TOWN OF SLAUGHTERVILLE  
BOARD OF TRUSTEES  
Regular Meeting  
December 16, 2025**

**1. CALL TO ORDER**

Mayor Easom called the meeting of the Town of Slaughtererville Board of Trustees to order at 7:00p.m. on December 16, 2025. The meeting was held at the Slaughtererville Town Hall at 10701 US Highway 77 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 December 15<sup>th</sup>, 2025 at the Slaughtererville Town Hall.

**2. ROLL 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. Also present were Town Administrator Carol Lance, Administrative Assistant Karie Kilgore, Town Treasurer Chris Edwards, Town Attorney Bryce Kennedy and Town Clerk Linda Butts

**3. PLEDGE OF ALLEGIANCE AND INVOCATION**

Mayor Steve Easom led the Pledge of Allegiance. Herb Rousey gave the invocation.

**4. CITIZEN COMMENTS**

*Anyone who has an item of business to present to the Slaughtererville 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 comments from the citizens

**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 November 18th, 2025, Board of Trustees regular meeting.**
- b) **Approval of the November 2025 financial reports.**

A motion was made by Steve Easom to approve the Consent Agenda items. Brad Luby seconded the motion.

YEA: GRADY, LUBY, EASOM, ROUSEY, SNELLBAKER

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.*

There were no items removed from the Consent Agenda

## **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 reported 277 calls were received for the month of November and 18 reports taken.

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

Chief Tolson reported there were 37 runs in November. 5 which received mutual aid and 6 that mutual aid was given.

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

Administrative Assistant Karie Killgore reported that for the month of November there were a total of 45 open permits, 3 permits were finalized and 8 new zoning compliance permits were opened.

### **d) Report from the Town Administrator.**

- Town Administrator Carol Lance reported that the town of Slaughterville will be working with Henry Code Compliance LLC.
- A part time Office Assistant position has been posted.
- The audit is finished and there were no findings.
- New cameras have been installed giving visual access completely around town hall and locks have been changed on the building. Additionally, it has been confirmed there has been no data breach of the computers.
- There has been 1 bid for the gate and fencing at the park.
- Jeff Evans of Planning Design Group has been in contact with Lowe Construction. The expected timeline for completion of the alternate work should be completed within the next month to month and a half.
- The sign at town hall is now functioning properly thanks to the diligence of Karie Killgore.

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

- a) **Discussion and/or action to approve, deny, or amend ordinance 2025-07. AN EMERGENCY ORDINANCE 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 "RECORD RETENTION MANUAL CONTROLLING"; PROVIDING FOR REPEALER; PROVIDING FOR SAVINGS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

Motion was made by Brad Luby and seconded by Herb Rousey to approve Ordinance 2025-07.

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

- b) Discussion and/or action to approve or deny reappointment of past board members and/or appoint new applicants to serve on the Board of Adjustments for a 3-year term beginning January 01, 2026.

*NOTE: APPLICATIONS RECEIVED THAT MEET THE BOARD OF ADJUSTMENTS CRITEREA ARE TERRY SEARCY, STEVE MINOR, CHAD KILLGORE. THE MEMBERS WHO WISH TO BE REAPPOINTED TO THE BOARD ARE RONALD STROBACH, JOYCE SMITH, JAMES BUNDY (CHAIRPERSON).*

Recommendation by the board for the four vacant positions were Joyce Smith, Chad Killgore, Steve Minor and Terry Searcy. Brad Luby made the motion to approve the recommended candidates and was seconded by Herb Rousey.

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

- c) Discussion and/or action to re-adopt Ordinance 2025-05 for a proposed zoning change for a tract of land from R-1 Single-Family Residential District Planning Area A and B to AR-2 Agricultural / Residential District Higher Density Planning Area A and B. The property is located at 6650 127<sup>th</sup> Street in Slaughterville, Oklahoma.

*NOTE: THIS REZONE ORDINANCE WAS APPROVED BY THE BOARD OF TRUSTEES IN THE OCTOBER 21<sup>ST</sup>, 2025, BOARD MEETING. THE PUBLIC NOTICE WAS NOT PUBLISHED WITHIN THE REQUIRED TIME LIMIT, THEREFORE NEEDS TO BE READOPTED.*

Steve Easom made a motion to approve the re-adoption of Ordinance 2025-05 and seconded by Brad Luby.

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

**d) Discussion on setback requirements for both residential and commercial.**

**NOTE:** TRUSTEE BRAD LUBY REQUESTED THAT THIS ITEM BE PUT ON THE AGENDA. CURRENTLY SETBACKS ARE 75FT FOR RESIDENTIAL AND 100FT FOR COMMERCIAL ON COUNTY ROADS OR PRIVATE ROADS. DURING THE WIDENING PROJECT OF HIGHWAY 77, THE SETBACK WAS CHANGED TO 150FT IN ANTICIPATION OF THE HIGHWAY WIDENING TO FOUR LANES. THE PLANNING AND ZONING COMMISSION MET IN MAY OF 2021 TO DISCUSS DECREASING THE HIGHWAY SETBACKS.

No action was taken. Brad Luby requested information be provided to Planning and Zoning for them to review and provide a recommendation at the February Board of Trustees meeting.

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

Discussion and/or action to enter executive session to discuss employee evaluations on Finance Administrator/Interim Town Administrator Carol Lance, Administrative Assistant Karie Killgore, and Street/Park Maintenance Worker DeWayne Tolson, and their salaries/positions/contracts, all in accordance and pursuant to Title 25, Section 307(B)(1) and Section 307(B)(2) of the Oklahoma State Statutes.

Motion was made by Steve Easom and seconded by Kathy Snellbaker to enter Executive Session at 8:24p.m.

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

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

Discussion and/or action following executive session to discuss employee evaluations on Finance Administrator/Interim Town Administrator Carol Lance, Administrative Assistant Karie Killgore, and Street/Park Maintenance Worker DeWayne Tolson, and their salaries/positions/contracts, all in accordance and pursuant to Title 25, Section 307(B)(1) and Section 307(B)(2) of the Oklahoma State Statutes.

Motion was made by Steve Easom and seconded by Herb Rousey to return to open meeting at 9:03p.m.

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

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

Mayor Steve Easom said that the year 2025 has been very interesting. He thanked the citizens of Slaughterville for stepping up, the firefighters, committee members, staff, and the Board of Trustees. He wished everyone a Merry Christmas.

**12. ADJOURNMENT**

Mayor Steve Easom adjourned the meeting at 9:06p.m.

Attest:

Mayor



Town Clerk

