

AGENDA
SLAUGHTERVILLE BOARD OF TRUSTEES
SPECIAL MEETING
May 29, 2025 – 7:00 PM
Slaughterville Town Hall – 10701 US Hwy 77

1. CALL TO ORDER
2. ROLL CALL, DECLARATION OF A QUORUM BEING PRESENT
3. EXECUTIVE SESSION
 - a) Discussion and/or action to enter executive session concerning the employment, hiring, or appointment of a Town Administrator in accordance with and pursuant to 25 O.S. §307(B)(1).
4. RETURN TO OPEN MEETING
5. THE BOARD OF TRUSTEES MAY CONSIDER AND TAKE ANY ACTION DEEMED APPROPRIATE AS A RESULT OF THE EXECUTIVE SECTION.
 - a) Discussion and/or action following executive session concerning the employment, hiring, or appointment of a Town Administrator in accordance with and pursuant to 25 O.S. §307(B)(1).
6. DISCUSSION AND/OR ACTION ITEMS
 - a) Discussion with Steve Whitlock of Oklahoma Municipal Management Services regarding the hiring or appointment process for the Town Attorney position.
 - b) Discussion with Steve Whitlock of Oklahoma Municipal Management Services regarding additional needs and support for the Town of Slaughterville.
 - c) Discussion and/or action on calling for a special election to fill the vacant trustee seat, in accordance with 11 O.S. §8-109.
 - d) Discussion and/or action on the appointment of an authorized agent for the Town's retirement plan under the Oklahoma Municipal Retirement Fund (OkMRF).
 - e) Discussion on the process for reviewing ordinances moving forward.
7. ADJOURNMENT

This agenda was posted on May 27, 2025 at Slaughterville Town Hall and on the town website.

/s/ Christy Quickle
Christy Quickle, Town Clerk

If you require accommodations pursuant to the Americans with Disabilities Act or Section 504 of the Rehabilitation Act, please contact the Slaughterville Town Hall at 405-872-3000 at least twenty-four (24) hours prior to the scheduled starting time of the meeting.



Oklahoma Municipal Retirement Fund
AUTHORIZED AGENT NOTIFICATION FORM

AUTHORIZED AGENT DESIGNATION PROCESS

An Authorized Agent shall be designated in writing by the Plan's Retirement Committee (governing body) and shall act as the agent of the Employer in matters pertaining to the Plan and the Fund to centralize in one person the local administration and coordination of Plan activities including contribution and payroll information, forms and applications for Plan participants and to assist Participants, the Employer and Committee regarding Plan matters. Please refer to the Authorized Agent Role and Responsibilities section of this form or the plan document for specific duties.

If you, as Authorized Agent, want to designate another Authorized Signer (please complete a Notice of Authorized Signer).

AUTHORIZED AGENT INFORMATION (Please print clearly using black or blue ink)

NAME OF MUNICIPALITY OR ENTITY: _____

FEDERAL TAX ID NUMBER: _____

APPROVED AUTHORIZED AGENT: _____

TITLE: _____

AUTHORIZED AGENT SIGNATURE: _____

EFFECTIVE DATE: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ FAX NUMBER: _____

EMAIL ADDRESS: _____

AUTHORIZATION

The undersigned hereby certifies that the foregoing information was introduced before the Board of Trustees
(governing body) of _____ Oklahoma and was duly approved on the ____ day of _____, 20 25

City of _____

By: _____

Title: _____
(Mayor or Chairman)

Date

Seal

City Clerk

PLEASE CONTINUE TO PAGE 2 FOR AUTHORIZED AGENT'S ROLE AND RESPONSIBILITIES DEFINITION

AUTHORIZED AGENT ROLE AND RESPONSIBILITIES

EXCERPT FROM SECTION 9.1 (b) OF THE MASTER DEFINED BENEFIT PLAN

Authorized Agent: An Authorized Agent shall be designated in writing by the Committee and shall act as the agent of the Employer (but not the agent of the Trustees or the Trust Service Provider of the Oklahoma Municipal Retirement Fund the "Fund") in matters pertaining to the Plan and the Fund, to centralize in one person the local administration and coordination thereof, and to file payroll and contribution information, to file claims, forms and applications for Participants, and to advise Participants, the Employer and the Committee. The Authorized Agent, under the control and direction of the Committee, shall have such general duties as the Employer and the Committee may deem necessary and proper for such purposes, which duties shall include but not be limited to, the following:

- (1) to coordinate the deduction of Participant contributions and to see that Employer and Participant contributions are properly received and forwarded promptly to the Fund for management and investment;
- (2) to forward any communications directed to Participants and Beneficiaries by the Trustees, the Trust Service Provider or the Fund;
- (3) to lend assistance to Participants and Beneficiaries in filing applications for benefits, and in communicating with the Employer, the Committee and the Trustees or the Trust Service Provider of the Fund and to forward such communications to the addressees;
- (4) to keep the Employer and Committee informed regarding Employer contribution rates and funds required to meet the costs of the Plan;
- (5) to assist the Committee in determining whether Employees are eligible for participation in the Plan;
- (6) to certify at the direction of the Committee that an Employee is on an Authorized Leave of Absence, paid or unpaid; and
- (7) to file at the direction of the Committee a petition or nomination and cast a ballot for election of Trustees of the Fund.

EXCERPT FROM SECTION 10.1 (b) OF THE MASTER DEFINED CONTRIBUTION PLAN

Authorized Agent: An Authorized Agent shall be designated in writing by the Committee and shall act as the agent of the Employer (but not the agent of the Trustees or the Trust Service Provider of the Oklahoma Municipal Retirement Fund the "Fund") in matters pertaining to the Plan and the Fund, to centralize in one person the local administration and coordination thereof, and to file payroll and contribution information, to file claims, forms and applications for Participants, and to advise Participants, the Employer and the Committee. The Authorized Agent, under the control and direction of the Committee, shall have such general duties as the Employer and the Committee may deem necessary and proper for such purposes, which duties shall include but not be limited to, the following:

- (1) to coordinate the deduction of Participant contributions and to see that Employer and Participant contributions are properly received and forwarded promptly to the Fund for management and investment;
- (2) to forward any communications directed to Participants and Beneficiaries by the Trustees, the Trust Service Provider or the Fund;
- (3) to lend assistance to Participants and Beneficiaries in filing applications for benefits, and in communicating with the Employer, the Committee and the Trustees or the Trust Service Provider of the Fund and to forward such communications to the addressees;
- (4) to assist the Committee in determining whether Employees are eligible for participation in the Plan;
- (5) to certify at the direction of the Committee that a Participant is on an authorized leave of absence, paid or unpaid; and
- (6) to file at the direction of the Committee a petition or nomination and cast a ballot for election of Trustees of the Fund.