Meeting Notice and Agenda
Town Board of Trustees
Regular Meeting
May 19th, 2026 – 6:30 pm
Mounds Community Building
15 W 14th Street, Mounds OK 74047

1. **Call to Order** Time: _____

2. **Roll Call**

McNabb _____ Culbert _____ Hallmark-Gamble _____ Rana: ____

INFORMATION ITEMS: *(Information Items are presented for information only, they can be discussed but do not require action.)*

1. The Trustees would like to recognize Davida Shannon as the Citizen of the Month, for May 2026.
2. Representative from FFIT Consulting LLC to present monthly reports.

Discussion Item:

Consent Agenda

All matters listed under "Consent" are considered by the Town Board to be routine and will be enacted by one motion. Any Trustee, however, can remove an item from the Consent Agenda by request.

A. Approval of the Minutes for the April 21 Regular Meeting
B. Approval of the Minutes for the April 2 Special Meeting
C. Approval of the Library report
D. Approval of the Police report
E. Approval of the Fire report
F. Approval of the Financial report
G. Approval of the Budget report
H. Approval of the Court report
I. Approval of Purchase Orders for Streets & Alleys and Parks Departments
J. Building Inspector Report
K. Approval of the Purchase Orders for General Government, Streets & Alleys, and Court Fund.
L. Code Enforcement Report

Motion: _____ Second: _____

McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐

3. FY 2026-2027 Draft Budget:

Discuss, consider, and/or take possible action to acknowledge receipt of the FY 2026-2027 budget draft.

Motion: _____ Second: _____

Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐

4. 2025 REAP Grant Extension:

Discuss, consider, and/or take possible action to approve the extension of the 2025 REAP Community Development Grant Contract No. 250127.

Motion: _____ Second: _____

Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐

5. 80/20 Fire Grant:

Consider, discuss and/or possible take action to approve applying for the FY2027 Community Fire Assistance 80/20 Reimbursement Grant through Oklahoma Forestry Services and approve the required 20% local match.

Motion: _____ Second: _____

Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐

6. Oklahoma Department of Libraries America250 Grant:

Discuss, consider, and/or take possible action to ratify and approve acceptance of the Oklahoma Department of Libraries America250 Grant in the amount of $2,400.00.

Motion: _____ Second: _____

McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐

7. Fire Department Volunteers / Supplemental Insurance:

Discuss, consider, and/or take possible action regarding supplemental insurance for Town of Mounds Fire Department volunteers, including approval of a $50.00 monthly contribution retroactive to the applicable effective date, and determining how to handle any additional amount due for volunteers who do not receive a payroll check from which deductions may be made.

Motion: _____ Second: _____

Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐

8. Pumper Truck Interlocal Agreement:

Discuss, consider, and/or take possible action to approve an Interlocal Agreement between the Town of Mounds and Haydonville Fire Department for the transfer of the 1988 Ford 9000 Pumper Truck, previously approved by the Board.

Motion: _____ Second: _____

Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐

9. Municipal Judge Compensation:

Discuss, consider, and/or take possible action to approve compensation for Matt Ingham in the amount of $800.00 per month.

Motion: _____ Second: _____

Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐

12. Community Center Painting:

Discuss, consider, and/or take possible action on the community center painting designs from Designs by Teena Marie.

Motion: _____ Second: _____

McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐

13. Community Center Cleaning Services:

Discuss, consider, and/or take possible action to approve weekly or bi-weekly cleaning services for the Mounds Community Center from Alenna Shotswell, in the amount of $125.00 per week or $175.00 bi-weekly.

Motion: _____ Second: _____

Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐

15. ICE 287(g) Task Force Model Memorandum of Agreement:

Discuss, consider, and/or take possible action on approving and authorizing the execution of the 287(g) Task Force Model Memorandum of Agreement between the United States Immigration and Customs Enforcement (ICE) and the Mounds Police Department, authorizing designated Mounds Police Department personnel to perform certain immigration enforcement functions pursuant to 8 U.S.C. § 1357(g).

Motion: _____ Second: _____

Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐

16. Social Media Policy:

Discuss, consider, and/or take possible action to adopt an Employee Social Media Policy, and authorize inclusion of the policy in the Town of Mounds Employee Handbook and personnel policies.

Motion: _____ Second: _____

Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐

17. <u>Utility Billing Default / Discontinuance of Trash Service Policy:</u>

Discuss, consider, and/or take possible action to adopt a policy authorizing the discontinuance of trash service for customers whose Town utility accounts are in default.

Motion: _____ Second: _____

McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐

19. Executive Session

A. The Trustees will consider entering into Executive Session for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of individual salaried public officers or employees: Item A. Heather Adler, Item B. Angela Madalone-Barton; and Item C. the appointment of an individual to fill a vacancy on the Board of Trustees, pursuant to O.S. Title 25, Section 307(B)(1).

Time: ____

Motion: _____ Second: _____

Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐

Possible Action on items discussed in the Executive Session.

Item A: Motion _____ Second _____

Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐

Item B: Motion _____ Second _____

Rana: Y ☐ N ☐ McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐

Item C: Motion _____ Second _____

McNabb: Y ☐ N ☐ Culbert: Y ☐ N ☐ Hallmark-Gamble: Y ☐ N ☐ Rana: Y ☐ N ☐

20. Adjournment

This Agenda was filed in the office of the Town Clerk and posted by 6 PM by May 18, 2026, at the Mounds Municipal Building located at 1319 Commercial Avenue, Mounds, OK 74047 and the Mounds Community Building located at 15 W 14th Street in Mounds, OK 74047, by Brooklyn Bazille, Town Clerk.

Brooklyn Bazille

Brooklyn Bazille, Town Clerk

TOWN OF MOUNDS

Board of Trustees — Regular Meeting Minutes

May 19, 2026 – 6:30 PM

Mounds Community Building, 15 W 14th Street, Mounds, OK 74047

1. Call to Order

The meeting was called to order by Mayor Tim McNabb at 6:33 PM.

2. Roll Call

- McNabb - Present
- Culbert - Present
- Hallmark-Gamble - Present
- Rana - Present

Information Items:

1. The Trustees recognized Davida Shannon as the Citizen of the Month, for May 2026.
2. Representative from FFIT Consulting LLC presented the monthly reports.

Discussion Item:

Consent Agenda

A motion was made by Jeff Culbert, seconded by Tim McNabb, to approve the consent agenda, which included:

- Minutes for the April 21 Regular Meeting
- Minutes for the April 2 Special Meeting
- Library report
- Police report
- Fire report
- Financial report
- Budget report
- Court report
- Purchase Orders for Streets & Alleys and Parks Departments
- Building Inspector Report
- Purchase Orders for General Government, Streets & Alleys, and Court Fund
- Code Enforcement Report

Vote:

McNabb– Yes | Culbert– Yes | Hallmark-Gamble– Yes | Rana– Yes

3. **FY 2026-2027 Draft Budget:**

A motion was made by Jeff Culbert, seconded by Debbie Hallmark-Gamble to acknowledge receipt of the FY 2026-2027 budget draft.

Vote:
Culbert– Yes | Hallmark-Gamble – Yes | Rana – Yes | McNabb – Yes

4. **2025 REAP Grant Extension:**

A motion was made by Tim McNabb, seconded by Jeff Culbert to approve the extension of the 2025 REAP Community Development Grant Contract No. 250127.

Vote:
Hallmark-Gamble – Yes | Rana – Yes | McNabb – Yes| Culbert – Yes

5. **80/20 Fire Grant:**

A motion was made by Debbie Hallmark-Gamble, seconded by Jeff Culbert to approve applying for the FY2027 Community Fire Assistance 80/20 Reimbursement Grant through Oklahoma Forestry Services and approve the required 20% local match.

Vote:
Rana – Yes | McNabb – Yes | Culbert – Yes| Hallmark-Gamble– Yes

6. **Oklahoma Department of Libraries America250 Grant:**

A motion was made by Jeff Culbert, seconded by Debbie Hallmark-Gamble to ratify and approve acceptance of the Oklahoma Department of Libraries America250 Grant in the amount of $2,400.00.

Vote:
McNabb – Yes | Culbert – Yes | Hallmark-Gamble – Yes| Rana – Yes

7. **Fire Department Volunteers / Supplemental Insurance:**

A motion was made by Jeff Culbert, seconded by Debbie Hallmark-Gamble to approve payment of $50 per month toward Supplemental Insurance premiums for the seven volunteer firefighters who applied. Any remaining balance over will be the responsibility of the individual firefighters.

Vote:
Culbert – Yes | Hallmark-Gamble – Yes | Rana – Yes| McNabb – Yes

8. **Pumper Truck Interlocal Agreement:**

A motion was made by Jeff Culbert, seconded by Tim McNabb to approve an Interlocal Agreement between the Town of Mounds and Haydonville Fire Department for the transfer of the 1988 Ford 9000 Pumper Truck, previously approved by the Board.

Vote:

Hallmark-Gamble – Yes | Rana – Yes | McNabb– Yes| Culbert – Yes

9. Municipal Judge Compensation:

A motion was made by Tim McNabb, seconded by Farhan Rana to approve compensation for Matt Ingham in the amount of $800.00 per month.

Vote:

Rana – Yes | McNabb – Yes | Culbert – No | Hallmark-Gamble – Yes

10. Community Center Painting:

A motion was made by Tim McNabb, seconded by Debbie Hallmark-Gamble to approve the community center painting from Designs by Teena Marie at a total of $3,500.

Vote:

McNabb– Yes | Culbert – Yes | Hallmark-Gamble – Yes | Rana – Yes

11. Community Center Cleaning Services:

Discuss, consider and/or take possible action to approve weekly or bi-weekly cleaning services for the Mounds Community Center from Alenna Shatswell, in the amount of $125.00 per week or $175.00 bi-weekly.

No action was taken.

12. ICE 287(g) Task Force Model Memorandum of Agreement:

A motion was made by Jeff Culbert, seconded by Debbie Hallmark-Gamble to approve and authorize the execution of the 287(g) Task Force Model Memorandum of Agreement between the United States Immigration and Customs Enforcement (ICE) and the Mounds Police Department, authorizing designated Mounds Police Department personnel to perform certain immigration enforcement functions pursuant to 8 U.S.C. § 1357(g).

Vote:

Hallmark-Gamble – Yes | Rana – Yes | McNabb – Yes | Culbert – Yes

13. Social Media Policy:

A motion was made by Tim McNabb, seconded by Debbie Hallmark-Gamble to adopt an Employee Social Media Policy (OMAG Sample 1), and authorize inclusion of the policy in the Town of Mounds Employee Handbook and personnel policies.

Vote:

Rana – Yes | McNabb – Yes | Culbert – Yes | Hallmark-Gamble – Yes

14. Utility Billing Default / Discontinuance of Trash Service Policy:

A motion was made by Tim McNabb, seconded by Debbie Hallmark-Gamble to adopt a policy authorizing the discontinuance of trash service for customers whose Town utility accounts are in default.

Vote:
McNabb – Yes | Culbert – Yes | Hallmark-Gamble – Yes | Rana – Yes

15. Executive Session:

A motion was made by Jeff Culbert, seconded by Tim McNabb to convene into Executive Session at 7:06 PM for the purpose to discuss the employment, hiring, appointment, promotion, demotion, discipling, or resignation of individual salaried public officers or employees: Item A. Heather Adler, Item B. Angela Madalone-Barton; and Item C. the appointment of an individual to fill a vacancy on the Board of Trustees, pursuant to O.S. Title 25, Section 307(B)(1).

Vote:
Culbert – Yes | Hallmark-Gamble – Yes | Rana – Yes | McNabb – Yes

Returned to Open Session at 8:41 PM

Possible Action on items discussed in the Executive Session.

Item A: No action was taken.

Item B: No action was taken.

Item C:
A motion was made by Jeff Culbert, seconded by Debbie Hallmark-Gamble to appoint Tristan Mullins to fill the vacancy on the Board of Trustees, pursuant to O.S. Title 25, Section 307(B)(1).
Vote:
McNabb – No | Culbert – Yes | Hallmark-Gamble – Yes | Rana – Yes

16. Adjournment

Motion made to adjourn by Mayor Tim McNabb at 8:44 PM.

Board Minutes kept by Brooklyn Bazille, Town Clerk
Board Minutes Approved June 16, 2026

Mayor Tim McNabb