

**Meeting Notice and Agenda  
Town Board of Trustees  
Regular Meeting  
November 10, 2025 – 6:30 pm  
Mounds Community Building  
15 W 14<sup>th</sup> Street, Mounds OK 74047**

**1. Call to Order**

Time: \_\_\_\_\_

**2. Roll Call**

McNabb \_\_\_\_\_ Tersinar \_\_\_\_\_ Culbert \_\_\_\_\_ Long \_\_\_\_\_ Pounds \_\_\_\_\_

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

1. 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 October 13 Special Meeting
- B. Approval of the Minutes for the October 21 Regular 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.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

McNabb: Y  N  Tersinar: Y  N  Culbert: Y  N  \_\_\_\_\_: Y  N  \_\_\_\_\_ Y  N

**3. Board Member Resignation:**

Discuss, consider, and/or take possible action to accept resignation of Keith Long, term ending April 2027.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Tersinar: Y  N  Culbert: Y  N  McNabb: Y  N  \_\_\_\_\_ Y  N  \_\_\_\_\_ Y  N

**4. Board Member Resignation:**

Discuss, consider, and/or take possible action to accept resignation of Michel Pounds, term ending April 2027.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Culbert: Y  N  McNabb: Y  N  Tersinar: Y  N  \_\_\_\_\_ : Y  N  \_\_\_\_\_ Y  N

**5. Appointment to Fill Unexpired Term**

Discuss, consider, and/or take possible action on appointing Paige Swan to fill the unexpired term of Michael Pounds, ending April 2027.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

McNabb: Y  N  Tersinar: Y  N  Culbert: Y  N  \_\_\_\_\_ : Y  N  \_\_\_\_\_ Y  N

**6. Election of Mayor:**

Discuss, consider, and/or take possible action on electing a Mayor in accordance with the Town of Mounds Code of Ordinances.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Tersinar Y  N  Culbert: Y  N  McNabb: Y  N  \_\_\_\_\_ : Y  N  \_\_\_\_\_ Y  N

**7. Election of Vice Mayor**

Discuss, consider, and/or take possible action on electing a Vice Mayor from among the Board of Trustees to serve during the absence, disability, or suspension of the Mayor.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Culbert: Y  N  McNabb: Y  N  Tersinar Y  N  \_\_\_\_\_ : Y  N  \_\_\_\_\_ Y  N

**8. Library Liaisons:**

Discuss, consider, and/or take possible action to designate a Board member to serve as the Library Liaison, acting as the communication link between the Town Library and the Board of Trustees.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Tersinar: Y  N  Culbert: Y  N  McNabb: Y  N  \_\_\_\_\_ : Y  N  \_\_\_\_\_ Y  N

**9. Police Liaisons:**

Discuss, consider, and/or take possible action to designate a Board member to serve as the Police Department Liaison, acting as the communication link between the Police Department and the Board of Trustees.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Culbert: Y  N  McNabb: Y  N  Tersinar: Y  N  \_\_\_\_\_ : Y  N  \_\_\_\_\_ Y  N

**10. Fire Liaisons:**

Discuss, consider, and/or take possible action to designate a Board member to serve as the Fire Department Liaison, acting as the communication link between the Fire Department and the Board of Trustees.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

McNabb: Y  N  Tersinar: Y  N  Culbert: Y  N  \_\_\_\_\_ : Y  N  \_\_\_\_\_ Y  N

**11. Town Hall Liaisons:**

Discuss, consider, and/or take possible action to designate a Board member to serve as the Town Hall Liaison, acting as the communication link between Town Hall staff and the Board of Trustees.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Tersinar: Y  N  Culbert: Y  N  McNabb: Y  N  \_\_\_\_\_: Y  N  \_\_\_\_\_ Y  N

**12. Municipal Court Schedule**

Discuss, consider, and/or take possible action on proposed 2026 Municipal Court dates as submitted by Judge Leoffler.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Culbert: Y  N  McNabb: Y  N  Tersinar: Y  N  \_\_\_\_\_: Y  N  \_\_\_\_\_ Y  N

**13. 2026 Holiday Calendar:**

Discuss, consider, and/or take possible action to establish the 2026 Holiday Calendar for the Town of Mounds and Mounds Public Works Authority Employees.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

McNabb: Y  N  Tersinar: Y  N  Culbert: Y  N  \_\_\_\_\_: Y  N  \_\_\_\_\_ Y  N

**14. Christmas in the Park**

Discuss, consider, and/or take possible action on setting the date and time for the annual Christmas and Lighting in the Park event, establishing an event spending limit, and identifying volunteer needs for setup, decorating, and event activities.

Tersinar: Y  N  Culbert: Y  N  McNabb: Y  N  \_\_\_\_\_: Y  N  \_\_\_\_\_ Y  N

**15. Longevity Pay:**

Discuss, consider, and/or take possible action on approving longevity pay for Town of Mounds employees in recognition of continued service..

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Culbert: Y  N  McNabb: Y  N  Tersinar: Y  N  \_\_\_\_\_: Y  N  \_\_\_\_\_ Y  N

**16. Executive Session:**

A. The Trustees will consider retiring into Executive Session for the purpose of discussion for item A. related to the employment, hiring, appointment, promotion, demotion of individual salaried employees (Item A. Angela Madalone-Barton, B. Mentor Cavalic, C. Tyree Maxwell, D. Jonah Abercrombie, E. Matthew White, F. Antonio Porter.) making permanent for benefit purposes in accordance with O.S. Title 25, Section 307(B) (1).

Time: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Culbert: Y  N  McNabb: Y  N  Tersinar: Y  N  \_\_\_\_\_: Y  N  \_\_\_\_\_ Y  N

**Possible Action on items discussed in the Executive Session:**

A. Motion \_\_\_\_\_ Second \_\_\_\_\_

McNabb: Y  N  Tersinar: Y  N  Culbert: Y  N  \_\_\_\_ : Y  N  \_\_\_\_ Y  N

B. Motion \_\_\_\_\_ Second \_\_\_\_\_  
Tersinar: Y  N  Culbert: Y  N  McNabb: Y  N  \_\_\_\_ : Y  N  \_\_\_\_ Y  N

C. Motion \_\_\_\_\_ Second \_\_\_\_\_  
Culbert: Y  N  McNabb: Y  N  Tersinar: Y  N  \_\_\_\_ : Y  N  \_\_\_\_ Y  N

D. Motion \_\_\_\_\_ Second \_\_\_\_\_  
McNabb: Y  N  Tersinar: Y  N  Culbert: Y  N  \_\_\_\_ : Y  N  \_\_\_\_ Y  N

E. Motion \_\_\_\_\_ Second \_\_\_\_\_  
Tersinar: Y  N  Culbert: Y  N  McNabb: Y  N  \_\_\_\_ : Y  N  \_\_\_\_ Y  N

F. Motion \_\_\_\_\_ Second \_\_\_\_\_  
Culbert: Y  N  McNabb: Y  N  Tersinar: Y  N  \_\_\_\_ : Y  N  \_\_\_\_ Y  N

**17. Adjournment**

This Agenda was filed in the office of the Town Clerk and posted by 6 PM by November 7, 2025, at the Mounds Municipal Building located at 1319 Commercial Avenue, Mounds, OK 74047 and the Mounds Community Building located at 15 W 14<sup>th</sup> Street in Mounds, OK 74047, by Brooklyn Brazille, Town Clerk.

*Brooklyn Brazille*  
Brooklyn Brazille, Town Clerk

# **TOWN OF MOUNDS**

## **Board of Trustees — Regular Meeting Minutes**

**November 10, 2025 – 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 6:34PM.

### **2. Roll Call**

- McNabb– Present
- Tersinar– Present
- Culbert– Present

### **Information Items:**

1. A representative from FFIT Consulting LLC presented the monthly reports.

### **Discussion Items:**

#### **Consent Agenda**

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

- Minutes for the October 13 Special Meeting
- Minutes for the October 21 Regular 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

**Vote:**

**McNabb- Yes | Tersinar- Yes | Culbert- Yes**

**3. Board Member Resignation:**

A motion was made by Jeff Culbert, seconded by Gary Tersinar to accept resignation of Keith Long, term ending April 2027.

**Vote:**

**Tersinar- Yes | Culbert- Yes | McNabb- Yes**

**4. Board Member Resignation:**

A motion was made by Gary Tersinar, seconded by Tim McNabb to accept resignation of Michael Pounds, term ending April 2027.

**Vote:**

**Culbert- Yes | McNabb- Yes | Tersinar- Yes**

**5. Appointment to Fill Unexpired Term:**

A motion was made by Tim McNabb, seconded by Gary Tersinar to appoint Paige Swan to fill the unexpired term of Michael Pounds, ending April 2027.

**Vote:**

**McNabb- Yes | Tersinar- Yes | Culbert- Yes**

**Paige Swan was sworn in as a Trustee.**

**6. Election of Mayor:**

A motion was made by Jeff Culbert, seconded by Gary Tersinar to elect Tim McNabb as Mayor in accordance with the Town of Mounds Code of Ordinances.

**Vote:**

**Tersinar- Yes | Culbert- Yes | McNabb- Yes | Swan- Yes**

**7. Election of Vice Mayor:**

A motion was made by Tim McNabb, seconded by Jeff Culbert to elect Gary Tersinar as Vice Mayor to serve during the absence, disability, or suspension of the Mayor.

**Vote:**

**Culbert- Yes | McNabb- Yes | Tersinar- Yes | Swan- Yes**

**8. Library Liaisons:**

A motion was made by Gary Tersinar, seconded by Tim McNabb to designate Paige Swan to serve as the Library Liaison, acting as the communication link between the Town Library and the Board of Trustees.

**Vote:**

**Tersinar- Yes | Culbert- Yes| McNabb- Yes| Swan- Yes**

**9. Police Liaisons:**

A motion was made by Jeff Culbert, seconded by Tim McNabb to designate Tim McNabb to serve as the Police Department Liaison, acting as the communication link between the Police Department and the Board of Trustees.

**Vote:**

**Culbert- Yes | McNabb- Yes| Tersinar- Yes| Swan- Yes**

**10. Fire Liaisons:**

A motion was made by Tim McNabb, seconded by Gary Tersinar to designate Tim McNabb to serve as the Fire Department Liaison, acting as the communication link between the Fire Department and the Board of Trustees.

**Vote:**

**McNabb- Yes | Tersinar- Yes| Culbert- Yes| Swan- Yes**

**11. Town Hall Liaisons:**

A motion was made by Tim McNabb, seconded by Paige Swan to designate Jeff Culbert to serve as the Town Hall Liaison, acting as the communication link between Town Hall staff and the Board of Trustees.

**Vote:**

**Tersinar- Yes | Culbert- Yes| McNabb- Yes| Swan- Yes**

**12. Municipal Court Schedule:**

Item Tabled.

**13. 2026 Holiday Calendar:**

A motion was made by Jeff Culbert, seconded by Gary Tersinar to establish the 2026 Holiday Calendar for the Town of Mounds and Mounds Public Works Authority Employees.

**Vote:**

**McNabb- Yes | Tersinar- Yes| Culbert- Yes | Swan- Yes**

**14. Christmas in the Park:**

No action.

Date already set.

**15. Longevity Pay:**

A motion was made by Jeff Culbert, seconded by Gary Tersinar to approve longevity pay for Town of Mounds employees in recognition of continued service.

**Vote:**

**Culbert- Yes | McNabb- Yes| Tersinar- Yes | Swan- Yes**

**16. Executive Session:**

A motion was made by Jeff Culbert, seconded by Tim McNabb to convene into Executive Session at 7:21PM for the purpose of discussion for item A. related to the employment, hiring, appointment, promotion, demotion of individual salaried employees (Item A. Angela Madalone-Barton, B. Mentor Cavalic, C. Tyree Maxwell, D. Jonah Abercrombie, E. Matthew White, F. Antonio Porter.) making permanent for benefit purposes in accordance with O.S. Title 25, Section 307 (B) (1).

**Vote:**

**Culbert- Yes | McNabb- Yes| Tersinar- Yes | Swan- Yes**

**Return to Open Session at 8:32 PM.**

No action was made on the items discussed in the Executive Session.

**17. Adjournment**

Motion made to adjourn by Mayor Tim McNabb at 8:32 PM.

Board Minutes kept by Brooklyn Bazille, Town Clerk

Board Minutes Approved December 9, 2025

  
Mayor Tim McNabb