

Meeting Notice and Agenda
Town Board of Trustees
Special Meeting
October 13, 2025 – 6:30 pm
Mounds Community Building
15 W 14th Street, Mounds OK 74047

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

2. **Roll Call**

Pounds _____ McNabb _____ Tersinar _____ Culbert _____ Long _____

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

3. **Bank Account Setup – Restricted Sales Tax Fund (Streets, Sidewalks & Municipal Building):**

Discuss, consider, and/or take possible action on setting up a Town of Mounds bank account with American Heritage Bank titled “*Town of Mounds – Restricted Sales Tax Fund (Streets, Sidewalks & Municipal Building)*” to comply with Ordinance No. 041013 and Oklahoma State Statute, and to authorize transferring the remaining unspent balance of restricted sales tax revenues from the General Fund to this new restricted account.

Motion: _____ Second: _____

Pounds: Y N McNabb: Y N Tersinar: Y N Culbert: Y N Long: Y N

4. **Restricted Sales Tax Fund – Reimbursement for Expenditures from General Fund:**

Discuss, consider, and/or take possible action on reimbursing the *Restricted Sales Tax Fund (Streets, Sidewalks & Municipal Building)* from the General Fund for expenditures previously made that were not for the limited purposes authorized by Ordinance No. 041013, in order to correct fund balances and ensure compliance with Oklahoma State Statute.

Motion: _____ Second: _____

McNabb: Y N Tersinar: Y N Culbert: Y N Long: Y N Pounds: Y N

5. **Bank Account Setup – Street and Alley Fund and Transfer of Restricted Balance:**

Discuss, consider, and/or take possible action on setting up a Town of Mounds bank account with American Heritage Bank titled “*Town of Mounds – Street and Alley Fund*” in accordance with Oklahoma State Statute, and authorize the transfer of all Street and Alley revenues currently held in the General Fund into this new account to ensure compliance with state law requiring that such funds be maintained separately and used exclusively for street and alley construction, maintenance, and repair.

Motion: _____ Second: _____

Tersinar: Y N Culbert: Y N Long: Y N Pounds: Y N McNabb: Y N

6. Bank Account Setup – Payroll Account:

Discuss, consider, and/or take possible action on setting up a Town of Mounds bank account with American Heritage Bank for Payroll, titled *“Town of Mounds – Payroll Account.”*

Motion: _____ Second: _____

Culbert: Y N Long: Y N Pounds: Y N McNabb: Y N Tersinar: Y N

7. Authorize Investment of Town Funds

Consider, discuss, and/or take possible action to authorize the Mayor to invest municipal funds not required for current operations in certificates of deposit (CDs) or other legal investment instruments to safely earn interest on reserve and surplus balances.

Motion: _____ Second: _____

Long: Y N Pounds: Y N McNabb: Y N Tersinar: Y N Culbert: Y N

8. QuickBooks GASB -Compliant Setup:

Discuss, consider, and/or take possible action on entering into an agreement to rebuild the Town of Mounds QuickBooks accounting system using a Governmental Accounting Standards Board (GASB)-compliant structure.

Motion: _____ Second: _____

Pounds: Y N McNabb: Y N Tersinar: Y N Culbert: Y N Long: Y N

9. Engage Audit Preparation and Audit Services:

Consider, discuss, and/or take possible action to authorize the Mayor to engage with qualified firm to provide audit preparation services for the Town of Mounds, and to further authorize the Mayor to engage a qualified independent auditor to perform financial audits for all prior fiscal years that remain unaudited, and to execute any related agreements on behalf of the Town.

Motion: _____ Second: _____

McNabb: Y N Tersinar: Y N Culbert: Y N Long: Y N Pounds: Y N

10. REAP FY2026 Community Development Grant:

Discuss, consider, and/or take possible action to approve the submission of a FY2026 Community Development REAP Grant application to the Indian Nations Council of Governments (INCOG), including approval of the proposed project budget, leverage verification, and all related application documents.

Motion: _____ Second: _____

Tersinar: Y N Culbert: Y N Long: Y N Pounds: Y N McNabb: Y N

11. REAP FY2026 Community Development Grant Resolution:

Discuss, consider, and/or take possible action to approve Resolution No. 20250716 authorizing submission of the FY2026 Community Development REAP Grant application, including all required supporting documentation, to the Indian Nations Council of Governments (INCOG).

Motion: _____ Second: _____

Culbert: Y N Long: Y N Pounds: Y N McNabb: Y N Tersinar: Y N

12. REAP FY2026 Transportation Grant:

Discuss, consider, and/or take possible action to approve the submission of a FY2026 Transportation REAP Grant application to the Indian Nations Council of Governments (INCOG), including approval of the proposed project budget, leverage verification, and all related application documents.

Motion: _____ Second: _____

Long: Y N Pounds: Y N McNabb: Y N Tersinar: Y N Culbert: Y N

13. REAP FY2026 Transportation Grant Resolution:


Discuss, consider, and/or take possible action to approve Resolution No. 20250716-01 authorizing submission of the FY2026 Transportation REAP Grant application, including all required supporting documentation, to the Indian Nations Council of Governments (INCOG).

Motion: _____ Second: _____

Pounds: Y N McNabb: Y N Tersinar: Y N Culbert: Y N Long: Y N

12. Adjournment

This Agenda was filed in the office of the Town Clerk and posted by 5 PM by October 10, 2025, 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, Town Clerk

TOWN OF MOUNDS

Board of Trustees — Special Meeting Minutes

October 13, 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 Vice-Mayor Tim McNabb at 6:31 PM.

2. Roll Call

- Pounds- Absent
- McNabb- Present
- Tersinar- Present
- Culbert- Present
- Long- Present

3. Bank Account Setup – Restricted Sales Tax Fund (Streets, Sidewalks & Municipal Building):

A motion was made by Jeff Culbert, seconded by Tim McNabb to approve setting up a Town of Mounds bank account with American Heritage Bank titled “*Town of Mounds – Restricted Sales Tax Fund (Streets, Sidewalks & Municipal Building)*” to comply with Ordinance No. 041013 and Oklahoma State Statute, and to authorize transferring the remaining unspent balance of restricted sales tax revenues from the General Fund to this new restricted account.

Vote:

Pounds- Absent | McNabb- Yes | Tersinar- Yes | Culbert- Yes | Long- Yes

4. Restricted Sales Tax Fund – Reimbursement for Expenditures from General Fund:

A motion was made by Jeff Culbert and seconded by Keith Long to reimburse the *Restricted Sales Tax Fund (Streets, Sidewalks, & Municipal Building)* from the General Fund for expenditures previously made that were not for the limited purposes authorized by Ordinance No. 041013, in order to correct fund balances and ensure compliance with Oklahoma State Statute.

Vote:

McNabb- Yes | Tersinar- Yes | Culbert- Yes | Long- Yes | Pounds- Absent

5. Bank Account Setup – Street and Alley Fund and Transfer of Restricted Balance:

A motion was made by Jeff Culbert, seconded by Gary Tersinar to approve setting up a Town of Mounds bank account with American Heritage Bank titled "*Town of Mounds –Street and Alley Fund*" in accordance with Oklahoma State Statute, and authorize the transfer of all Street and Alley revenues currently held in the General Fund into this new account to ensure compliance with state law requiring that such funds be maintained separately and used exclusively for street and alley construction, maintenance, and repair.

Vote:

Tersinar- Yes| Culbert- Yes | Long- Yes | Pounds- Absent| McNabb- Yes

6. Bank Account Setup – Payroll Account:

A motion was made by Jeff Culbert, seconded by Gary Tersinar to approve setting up a Town of Mounds bank account with American Heritage Bank for Payroll, titled "*Town of Mounds – Payroll Account.*"

Vote:

Culbert- Yes| Long- Yes | Pounds- Absent| McNabb- Yes | Tersinar- Yes

7. Authorize Investment of Town Funds

A motion was made by Jeff Culbert, seconded by Tim McNabb to authorize the Mayor to invest municipal funds not required for current operations in certificates of deposits (CDs) or other legal investment instruments to safely earn interest on reserve and surplus balances.

Vote:

Long- Yes| Pounds- Absent| McNabb- Yes | Tersinar- Yes | Culbert- Yes

8. QuickBooks GASB - Compliant Setup:

A motion was made by Jeff Culbert, seconded by Keith Long to enter into an agreement to rebuild the Town of Mounds QuickBooks accounting system using a Governmental Accounting Standards Board (GASB)-compliant structure.

Vote:

Pounds- Absent| McNabb- Yes | Tersinar- Yes | Culbert- Yes | Long- Yes

9. Engage Audit Preparation and Audit Services:

A motion was made by Keith Long, seconded by Jeff Culbert to authorize the Mayor to engage with qualified firm to provide audit preparation services for the Town of Mounds, and to further authorize the Mayor to engage a qualified independent auditor to perform financial audits for all prior fiscal years that remain unaudited, and to execute any related agreements on behalf of the Town.

Vote:

McNabb- Yes | Tersinar- Yes | Culbert- Yes | Long- Yes | Pounds- Absent

10. REAP FY2026 Community Development Grant:

No action.

11. REAP FY2026 Community Development Grant Resolution:

No action.

12. REAP FY2026 Transportation Grant:

A motion was made by Jeff Culbert, seconded by Tim McNabb to approve the submission of a FY2026 Transportation REAP Grant application to the Indian Nations Council of Governments (INCOG), including approval of the proposed project budget, leverage verification, and all related application documents.

Vote:

Long- Yes | Pounds- Absent | McNabb- Yes | Tersinar- Yes | Culbert- Yes

13. REAP FY2026 Transportation Grant Resolution:

A motion was made by Jeff Culbert, seconded by Keith Long to approve Resolution No. 20250716-01 authorizing submission of the FY2026 Transportation REAP Grant application, including all required supporting documentation, to the Indian Nations council of Governments (INCOG).

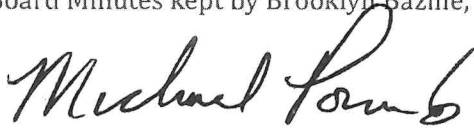
Vote:

Pounds- Absent | McNabb- Yes | Tersinar- Yes | Culbert- Yes | Long- Yes

14. Adjournment

Motion made to adjourn by Vice-Mayor Tim McNabb at 6:40 PM.

Board Minutes kept by Brooklyn Bazille, Town Clerk



Mayor Michael Pounds