

**THE HARTSHORNE PUBLIC WORKS AUTHORITY
MEETING AGENDA MINUTES
City of Hartshorne
1101 Pennsylvania Avenue Hartshorne, OK 74547
Date: March 16, 2026**

Time: 6:30 PM

Council Members: Rhonda Dugan, Pamela Henne, James Shaw, Jessica Hackler, Jerry Earp, Amber Shumway, Gary Jackson, David Spears, City Attorney, Joe Tate, Mayor, Randy Wilcox, City Clerk, Kerry Porter, and City Treasurer, Renee Montgomery, Open to Public.

1. Call to Order Time 6:32

2. Roll Call

Rhonda Dugan	1 <u>Present</u>
Pamela Henne	2 <u>Present</u>
James Shaw	3 <u>Present</u>
Jessica Hackler	4 <u>Absent</u>
Jerry Earp	5 <u>Present</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Present</u>
David Spears	8 <u>Present</u>

3. Prayer Mr. Jerry Earp

4. Pledge of Allegiance

5. Reports

- **Financial Report** Maintaining on budget \$22,000 in expenses.
- **PCWA Board Members Report:**
- **PWA Maintenance Report**
- **Wastewater Plant Report**
- **PWA Billing Report**

6. Consent Agenda

- A. Approval of the minutes of the regular PWA meeting on February 16, 2026
- B. Approval of paying bills for the month of February 2026.

Motion Shaw Second Jackson

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Absent</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passed

7. Discussion, consideration and action to accept the verbal resignation of Joe Tate as City Attorney from the City of Hartshorne. (Randy Wilcox)

Motion Jackson Second Shaw

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Absent</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passed

8. Discussion, consideration and action to enter into executive sessions pursuant to **25 OS Stat § 25-307 (B)1** to discuss the appointment and hiring of Richard Lerblance as Attorney for the City of Hartshorne. (Randy Wilcox)

Motion Shaw Second Jackson

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Jessica enters 6:40 pm

Motion Passes

9. Reconvene from executive session to determine action on the appointment and hiring of Richard Lerblance as Attorney for the City of Hartshorne. (Randy Wilcox)

Motion Dugan Second Hackler
Motion to hire Richard Lerblance @ \$1200.00 a month

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passes

10. Discussion, consideration and action regarding the water bill and leak located at 406 S 5th Street as presented by Kim Davis. (Kim Davis)

Motion Spears Second Henne
Motion to Table until April

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passes

11. Discussion, consideration and action for the approval of payment of interest due to F&M Bank for Interim Construction Loan. (Christy Shepard)

Motion Jackson Second Shaw
Motion to pay F&M Bank interest of \$3388.29

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passes

12. Discussion, consideration and action to review and approval Pay Application #3 for the RD Water system improvements Project in the amount of \$467,510.88. (Crysta Watson)

Motion Jackson Second Hackler

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passes

13. Discussion, consideration and possible action to adopt Resolution # 03.16.26, electing to comply with and operate in accordance with the Municipal Budget Act effective with the budget for fiscal year 2027. (Tracey Reed, CPA)

Timing before May 31 deadline June 15

Motion Spears Second Henne

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passes

14. Discussion, consideration and possible action to review and approve Change Order #1B for Section B of the RD Water System Improvements Project. (Crysta Watson)

Motion Jackson Second Shaw

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>NO</u>

Motion Passes

15. Discussion, consideration and action regarding removing Ashley Faulkner from all City of Hartshorne bank accounts and adding Randy Wilcox to all City of Hartshorne bank accounts.as follows:

General 1058-150	Street & Alley1074-237
PWA 1088-688	Pub Works Project 1090-291
AMB Fund 1058-126	Court Fund 1074-342
Meter Deposit 1056-840	Tax Account 1074-369
Baseball 1093-029	Vol Fire Dept 4194-624
Nutrition Center 1058-142	Tech Fund 6026-729
Equipment & Training 6026-605	Cemetery Fund 6031-684
Cemetery Project 6031-625	Rec & Event 6022-413
Narcotics 1085-484	PWA Project Acct 1111-701
PWA Sales Tax 1099-515	Fresh Waterline Project 111-744
#51909 , #74394, #74525	

Motion Shaw Second Jackson

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passes

16. Discussion and possible action regarding the authorization to remove an uncollectible utility account balance (bad debt) from the City's active accounts receivable ledger. Under Oklahoma law, the statute of limitations for the collection of utility debt is generally five (5) years from the date of last payment pursuant to contract-based obligations under Oklahoma Statutes Title 12 § 95. (Catherine Bailey)

Motion Spears Second Hackler

Motion to Table until April

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passes

17. Discussion and possible action to proceed with a bank loan to pay the City of Hartshorne IRS debt.

Motion Spears Second Hackler

Motion for Mayor to proceed

Roll Call

Rhonda Dugan	1 <u>Yes</u>
Pamela Henne	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Amber Shumway	6 <u>Absent</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

Motion Passes


We will use our Use and Sales tax. Payments will be estimated at \$140,000 a year

Adjournment: 7:28

This agenda was filed in the office of the City Clerk, Kerry Porter and posted by 4:00PM on 03/11/2026, at the following locations.

- City Hall at 1101 Pennsylvania Avenue Hartshorne, OK 74547
- Online at www.cityofhartshorne.com under GOVERNMENT, Meetings and Agendas 2026

By Kerry Porter



City Clerk

