

**NOTICE OF SPECIAL MEETING  
OF THE  
ACHILLE PUBLIC UTILITY AUTHORITY**

**IN COMPLIANCE WITH TITLE 25 OS § 301-314, THE OKLAHOMA MEETING ACT, INCLUDING THE POSTING OF NOTICE AND AGENDA. BE ADVISED THAT THE ACHILLE TOWN BOARD OF TRUSTEES WILL HOLD A SPECIAL MEETING ON SEPTEMBER 19, 2023 AT 6:30PM AT ACHILLE TOWN HALL, LOCATED AT 211 W MAIN ST IN ACHILLE OKLAHOMA.**

**MINUTES**

1. **Meeting Called to Order:**
  - a. Roll Call and Declaration of Quorum.  
**MEETING CALLED TO ORDER AT 6:30 PM**  
  
**MR. HOWARD, MS. STOUT, MRS. SCOGGINS**  
  
**ALL EXCEPT MS. HUGHES.**
  
2. **Citizen's Comments:** (Any citizen wishing to speak on any matter **on this agenda** may do so after signing up on the sheet at the back of the Council Room.)  
N/A
  
3. **Consideration of the Consent Agenda:**
  - a. Approval of the Order of the Agenda.
  - b. Approval of Minutes of Regular Meeting held August 8, 2023.
  - c. Approval of August 2023 Payroll Purchase Order No. **1010** totaling. **\$4099.00**
  - d. Approval of Claims to be paid for the month of August 2023.  
  
**MOTION: MS. STOUT 2<sup>ND</sup>: MR. HOWARD ALL EXCEPT  
LINE b. Approval of Minutes of Meeting held on August 8, 2023.  
ALL APPROVE**
  
4. **Reports of Committees, Boards, and/or Departments:**
  - a. Clerk/Treasurer
  - b. Public Works (APUA, Cemetery, Streets & Parks)
  
5. **Business Agenda: Discuss, vote, and take action on the following items:**
  
6. **Consideration on unfinished business:**

7. **New Business:**
8. **Adjournment. @ 6:58 pm**

**MOTION: MS. STOUT 2<sup>ND</sup>: MR. HOWARD ALL APPROVE**

**POSTED this 15<sup>th</sup> day of September, 2023 at 5PM on the front door of the Achille Town Hall Building located at 211 W Main St Achille, OK.**

**Amber Dean  
Office Manager**

**NOTICE OF SPECIAL MEETING  
OF THE  
TOWN OF ACHILLE**

IN COMPLIANCE WITH TITLE 25 O.S. § 301-314, THE OKLAHOMA MEETING ACT, INCLUDING THE POSTING OF NOTICE AND AGENDA, BE ADVISED THAT THE ACHILLE TOWN BOARD OF TRUSTEES WILL HOLD A REGULAR MEETING ON SEPTEMBER 19, 2023, AT 7:00 PM AT ACHILLE TOWN HALL, LOCATED AT 211 W MAIN ST IN ACHILLE, OKLAHOMA, FOR A REGULAR SCHEDULED MEETING.

**MINUTES**

1. **Meeting Called to Order:**
  - a. Roll Call and Declaration of Quorum. @ 7:00 pm  
Mr. Howard, Ms. Stout, Mrs. Scoggins  
ALL PRESENT EXCEPT MS. HUGHES
  
2. **Citizen's Comments:** (any citizen wishing to speak on any matter on this agenda may do so after signing up on the sheet at the back of the Council Room.)  
N/A
  
3. **Consideration of the Consent Agenda:**
  - a. Approval of the Order of the Agenda
  - b. Approval of Minutes of Meeting held on August 8, 2023.
  - c. Approval of July Payroll Purchase Order  
No. 1011 totaling \$10,543.50
  - d. Approval of Purchase Orders to be paid for the month of August 2023.  
MOTION: MR. HOWARD 2<sup>ND</sup>: MS. STOUT ALL EXCEPT  
LINE b. Approval of Minutes of Meeting held on August 8, 2023.  
ALL APPROVE
  
4. **Consideration of Items Removed from Consent Agenda:**  
MINUTES FROM AUGUST 8TH
  
5. **Reports of Committees, Boards, and/or Departments:**
  - a. Clerk/Treasurer – Labor Board Inspector 9/7/23
  - b. Police department
  - c. Fire department
  - d. Emergency Management-
  
6. **Consideration of unfinished business:**  
N/A

7. **Business Agenda: Discuss, vote, and take action on the following items:**  
N/A  
a. **Vote on Amanda Newkirk and Amber Dean to rotate the responsibilities of attending meetings and taking minutes. Have only one of them here instead of having both of them here at every meeting.**  
**MOTION: MR. HOWARD 2<sup>ND</sup>: MS. STOUT ALL**

**APPROVE**

8. **Consideration of New Business:**

N/A

9. **Consideration of an executive session in accordance with Title 25 O.S. § 307(b) discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee:**  
a. Amanda Newkirk  
b. Amber Dean  
c. Aaron Armstrong  
**to go into executive session: MOTION: MR HOWARD 2<sup>ND</sup>: MS. STOUT ALL APPROVE**

10. **Reconvene from Executive Session: Discuss, Vote, and Take Action on the following items:**

**A. AMANDA NEWKIRK TO BE RELIEVED OF ALL DUTIES EFFECTIVE IMMEDIATELY. MOTION: MR. HOWARD 2<sup>ND</sup>: MS. STOUT ALL APPROVE**

11. **Remarks and Inquires by the Board of Trustees:**

N/A

12. **Adjournment.** @ 7:50 PM

**MOTION: MR. HOWARD 2<sup>ND</sup>: MS. STOUT ALL APPROVE**

**Posted this 15th day of September, 2023 at 5 PM on the front door of the Achille Town Hall Building located at 211 W Main St. Achille, OK.**

**Amber Dean  
Office Manager**