



STATE OF OKLAHOMA
MUSKOGEE COUNTY
FILED & RECORDED
2025 NOV 24 PM 1:17
POLICING
COUNTY CLERK

TAFT Public Works Authority

208 West Seminole Post Office Box 313 Taft, Oklahoma 74463-0313 Phone 918-683-0568 Fax 918-686-9459
Hearin Impaired TDD/TTY-711

Notice of Taft Public Works Authority regular monthly meeting and agenda Monday December 1st, 2025 at 6:30 p.m. at Taft City Hall Taft, Oklahoma. As required by section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Town of Taft will hold a regular monthly meeting with the Board of Trustee's December 1st, 2025.

Call to Order, Roll Call and Quorum: Leonard Ingram- Trustee, Mariah Phillips- Trustee, Keith Titsworth-Trustee, Lelia Davis- Vice Mayor, Elsie Ceasar- Mayor.

Invocation:

Public to be heard:

When a citizen attends the meeting and has comments, obtain a comment sheet from the Town Clerk. Complete the sheet and return it to the Clerk, being certain to list what you wish to address. At the designated time, you will be called upon by the Clerk to address the Trustees. If you cannot be present at the meeting, pick up form at the Taft City Hall fill out and give to Clerk, your comments will be read on your behalf, the remark limited to three (3) minutes. The Trustees invite and welcome citizen's participation and input.

TPWA Consent Agenda Approval:

1. Approve November 3rd, 18th, 2025 minutes.
2. Approve Treasurer's financial report.
3. Approve to pay Claims/December 2025 Payroll.
4. Approve Taft Public Works Authority Water Agreement update.

Discuss/Possible Action:

1. Amend TPWA/Town Employee Handbook SEC.6.2 Paid Time Off (PTO) and SEC 6.3 Holidays.

Reports:

1. Cherri Collins, Billing Clerk
2. Water Operator

Old Business:

New Business:

Adjournment:

Schedule of TPWA Meeting: The Taft Public Works Authority next regular monthly meeting is scheduled for January 5th, 2026 at 6:30 p.m. This agenda was posted _____ prior to 5:00 p.m. at Taft City Hall, 208 West Seminole Taft, Oklahoma. Notice of the Taft Public Works Authority regular monthly meeting was submitted for filing in the office of the County Clerk of Muskogee, Oklahoma before December 1st, 2025.