

**TOWN OF CARLTON LANDING
SPECIAL MEETING OF THE BOARD OF TRUSTEES**

Location: 10G Boulevard, Carlton Landing, Oklahoma, also known as
the Carlton Landing Town Office
Friday; **November 13, 2024, at 12:30 PM**

NOTICE AND AGENDA

1. Call to Order
2. Roll Call
3. Consider, discuss, and possibly vote to, amend, revise, approve or deny a Resolution of the Board of Trustees of the Town of Carlton Landing, Pittsburg County, State of Oklahoma, whereby the Board of Trustees resolve to submit to a vote of the registered voters of the Town the question of providing for appointment by the Board of Trustees the position of Clerk-Treasurer, and further providing the form of the ballot to be utilized at the election, or take any other appropriate action.
Exhibit: Resolution- CL Town-Treasurer - vote to change to Hired position
4. Consider, discuss, and possibly vote to, amend, revise, approve or deny an Ordinance of the Town of Carlton Landing, Pittsburg County, State of Oklahoma, amending Article 2. Section 2.04.010. of the Town Code and making the position of Town Clerk-Treasurer an appointed position; and Declaring an Emergency, or take any other appropriate action.
 - a. Vote to approve Declaring an Emergency
Exhibit: Ordinance - CL Town-Treasurer - vote to change to Hired position
5. Adjournment

I certify that the foregoing Notice and Agenda was posted in prominent view at 10 Boulevard, Carlton Landing, Oklahoma, also known as “the High School Classroom.”

At 12:30 PM on the ___th day of November 2024, being at least 48 hours prior to the Special Meeting described above.

Signature of Person Posting the Agenda

Greg Buckley
Printed Name of Person Posting the Agenda

Item No. _____

Date: November 13, 2024

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider, discuss, and possibly vote to, amend, revise, approve or deny a Resolution of the Board of Trustees of the Town of Carlton Landing, Pittsburg County, State of Oklahoma, whereby the Board of Trustees resolve to submit to a vote of the registered voters of the Town the question of providing for appointment by the Board of Trustees the position of Clerk-Treasurer, and further providing the form of the ballot to be utilized at the election, or take any other appropriate action.

INITIATOR: Greg Buckley, Town Administrator

STAFF INFORMATION SOURCE: Greg Buckley, Town Administrator

BACKGROUND: The Board has discussed the Town Clerk-Treasurer position being an appointed position versus an elected position. Currently, the Town Clerk-Treasurer is elected like other Town Board of Trustee positions and must comply with the same election requirements. Changing the position to being appointed allows for the Town Clerk-Treasurer to be hired, which removes the election qualification requirements. Also, it could result in a more stable position as the position would not be up for election every four years.

The Board of Trustees approved an Ordinance that provides for the position to be appointed versus elected. The change from elected to appointed for the Town Clerk-Treasurer requires a vote of the people. The Resolution calls for the election changing the Clerk Treasurer to an appointed position and the language to be on the Ballot.

FUNDING: None

EXHIBITS: Resolution – Call for election to change Town Clerk-Treasurer from elected to appointed.

RECOMMENDED ACTION: Approve the Resolution of the Board of Trustees of the Town of Carlton Landing, Pittsburg County, State of Oklahoma, whereby the Board of Trustees resolve to submit to a vote of the registered voters of the Town the question of providing for appointment by the Board of Trustees the position of Clerk-Treasurer, and further providing the form of the ballot to be utilized at the election.

RESOLUTION _____

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, PITTSBURG COUNTY, STATE OF OKLAHOMA, WHEREBY THE BOARD OF TRUSTEES RESOLVE TO SUBMIT TO A VOTE OF THE REGISTERED VOTERS OF THE TOWN THE QUESTION OF PROVIDING FOR APPOINTMENT BY THE BOARD OF TRUSTEES THE POSITION OF CLERK-TREASURER, AND FURTHER PROVIDING THE FORM OF THE BALLOT TO BE UTILIZED AT THE ELECTION.

WHEREAS, the Board of Trustees of the Town of Carlton Landing, during a Special meeting in Carlton Landing, Oklahoma, held on November 13, 2024, by Ordinance provided for the submission to a vote of the registered voters of the Town the question of providing for the appointment by the Board of Trustees the position of the Clerk-Treasurer; and;

WHEREAS, said Ordinance passed by a majority vote of the Board of Trustees and said Trustees desired to set a date specific for an election to determine the desire of the registered voters of the Town of Carlton Landing, and;

WHEREAS, 11 O.S. Section 16-207 requires that a ballot be submitted to the registered voters in the format suggested by State statute; and;

WHEREAS, the ballot question providing for the appointment of the Clerk-Treasurer shall read substantially as follows:

Shall the Clerk-Treasurer be appointed by the Mayor with the approval of the Board of Trustees?

() YES

() NO

NOW, THEREFORE, be it resolved that the Board of Trustees of the Town of Carlton Landing, Oklahoma, agree to submit the question regarding the appointment of a Clerk-Treasurer to a vote of the registered voters with the specific date of said election to be January 14, 2025, and that the question shall be submitted to the voters in the font contained within the body of this Resolution.

Adopted this 13th day of November, 2024.

SEAL

Mary Myrick
Mayor

Susan Kimmel

Town Clerk-Treasurer

Item No. _____

Date: November 13, 2024

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider, discuss, and possibly vote to, amend, revise, approve or deny a Ordinance of the Town of Carlton Landing, Pittsburg County, State of Oklahoma, amending Article 2. Section 2.04.010. of the Town Code and making the position of Town Clerk-Treasurer an appointed position; and Declaring an Emergency, or take any other appropriate action.

INITIATOR: Greg Buckley, Town Administrator

STAFF INFORMATION SOURCE: Greg Buckley, Town Administrator

BACKGROUND: The Board has discussed related to the Town Clerk-Treasurer position being an appointed position versus an elected position. Currently, the Town Clerk-Treasurer is elected like other Town Board of Trustee positions and must comply with the same election requirements. Changing the position to being appointed allows for the Town Clerk-Treasurer to be hired, which removes the election qualification requirements. Also, it could result in a more stable position as the position would not be up for election every four years.

The Ordinance provides for the position to be appointed versus elected. The change from elected to appointed for the Town Clerk-Treasurer requires a vote of the people.

FUNDING: None

EXHIBITS: Ordinance – Changing the Town Clerk-Treasurer from elected to appointed

RECOMMENDED ACTION: Approve an Ordinance of the Town of Carlton Landing, Pittsburg County, State of Oklahoma, amending Article 2. Section 2.04.010. of the Town Code and making the position of Town Clerk-Treasurer an appointed position; and Declaring an Emergency.

ORDINANCE _____

AN ORDINANCE OF THE TOWN OF CARLTON LANDING, PITTSBURG COUNTY, STATE OF OKLAHOMA, AMENDING ARTICLE 2. SECTION 2.04.010. OF THE TOWN CODE AND MAKING THE POSITION OF TOWN CLERK-TREASURER AN APPOINTED POSITION; AND DECLARING AN EMERGENCY.

WHEREAS, the Board of Trustees of the Town of Carlton Landing, by Resolution this same date, hereby passes this ordinance determining to submit to a vote of the people the question of whether the Town Clerk-Treasurer position should be an appointed position; and

WHEREAS, 11 O.S. Section 16-207 will be complied with in all respects; and

WHEREAS, it is necessary to submit such question to a vote of the registered voters in order to amend existing ordinances which provide for the Clerk-Treasurer to be elected.

NOW THEREFORE BE IT ORDAINED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF CARLTON LANDING, OKLAHOMA THAT:

Section 1: The Board of Trustees of the Town of Carlton Landing, by Resolution this same date, hereby passes this ordinance determining to submit to a vote of the people the question of whether the Town Clerk-Treasurer position should be an appointed position;

Section 2: Article 2. Section 2.04.010. of the Code of Ordinances of the Town of Carlton Landing shall be amended to read as follows:

A. The Town Clerk-Treasurer shall be appointed by the Mayor with approval of the Board of Trustees and said position shall be subject to Article 2. Section 2.04.0101 of the Code.

Section 3: **EMERGENCY:** Whereas, it being immediately necessary for the preservation of peace, public health, public safety, and general welfare of the Town of Carlton Landing, and the inhabitants thereof that the provisions of this resolution be put into full force and effect, an EMERGENCY is hereby declared to exist, and said ordinance shall be in full force and effect from and after its passage by the Carlton Landing Town Board of Trustees, Carlton Landing, Oklahoma.

Adopted this ____ day of _____, 2024.

Mary Myrick
Mayor

Susan Kimmel
Town Clerk-Treasurer

SEAL