

SPECIAL MEETING TOWN OF BRADLEY

REVISED AGENDA

Due to the election board needing to use the community center on Tuesday the 14th

The meeting has been rescheduled to:

THURSDAY, SEPTEMBER 16TH, 2021 @ 7:00PM

BRADLEY COMMUNITY BUILDING

- **Call meeting to order**
- **Establish a Quorum**
- **Review minutes from last meeting**
- **Discuss and take action to pay town bills**
- **Discuss correspondence take action as necessary.**
- **New business**
 - **Discuss and take action as required to install a door in the town building.**
 - **Discuss and take action to hold an election to fill the empty chair position.**

Originally posted Friday September 10 @ 6pm revision posted as requested on 9/12/21 @1pm

Revisions requested by D. Thornburg

TOWN OF BRADLEY RESOLUTION NO. 2021-01

A RESOLUTION OF THE TOWN OF BRADLEY, OKLAHOMA, CALLING A SPECIAL TOWN MEETING PURSUANT TO TITLE 11, OKLAHOMA STATUTES, SECTION 16-302 OF THE OKLAHOMA TOWN MEETING ACT, FOR THE PURPOSES OF ELECTING A TOWN BOARD MEMBER TO FILL A VACANCY ON THE TOWN'S GOVERNING BODY.

The Members of the Governing Body of the Town of Bradley do hereby Resolve that:

1. A Special Meeting shall be held at 7:00 p.m. on Monday, September 27, in the Meeting Room of the Bradley Community Building, at 322 McKee Street, Bradley, Oklahoma for the purpose of electing a Town Board Member to fill the Vacancy in Position No. 3 on the Town Board for the remaining unexpired portion of a term that is scheduled to expire at the next regular biennial town meeting on the first Tuesday in April of 2023.
2. Notice of the Special Town Meeting shall be delivered by the governing body to the Town Clerk immediately upon the passage of this Resolution in accordance with the Oklahoma Open Meeting Act and shall be signed by a majority of the members of the governing body and shall be posted on the door of the Bradley Community Building by the Town Clerk.
3. In addition to the requirements of the Oklahoma Open Meeting Act, since there is no newspaper published within the Town of Bradley and no newspaper of general circulation within the Town of Bradley, notice of the Special Meeting shall be given by posting the notice of the meeting stating the date, time, place and agenda at least ten (10) days before the date of the meeting in at least five (5) public places in the Town of Bradley. Based on the size of the Town of Bradley and the limited number of public places, the Notice shall be placed in at least five (5) locations that are most visible or accessible to the public.
4. Pursuant to Title 11 Oklahoma Statutes, Section 16-306, Mayor Donna Thornburg shall be the presiding officer of the Special Town Meeting, shall decide questions of order and shall make public declaration of votes taken. Robert's rules of Order shall govern all town meetings, except when such rules are inconsistent with Oklahoma law. Mayor Donna Thornburg may establish other rules of conduct and decorum for the Special Town Meeting.
5. Prior to accepting any nominations, Mayor Donna Thornburg shall announce in the Open Meeting that one vacancy on the governing body shall be filled for the remaining portion of an unexpired term that will expire at the next Regular Biennial Meeting which will occur on the First Tuesday in April of 2023 and pursuant to Title 11 Oklahoma Statutes, Section 16-307, shall follow reasonable and necessary procedures to ensure that persons who are not registered voters at an address within the Town of Bradley, Oklahoma do not vote. Registered voters shall be seated in the section reserved for registered voters, shall sign his or her name in a town meeting pollbook prepared by the Town Clerk said signature to constitute a sworn affidavit on the part of the voter that he or she is eligible to vote at the election. The Town Clerk or her designee is authorized to administer the oath or affirmation contained in the Affidavit. The Town Clerk shall maintain the pollbook on file in her office open to public inspection during reasonable office hours, provided however, that such town meeting pollbook may be digitized or electronically copied and stored by the municipal clerk at the end of six (6) months from the date of the election wherein such town meeting pollbook was used and any person knowingly voting illegally or found guilty of casting more than one vote in said election shall be punished by a fine of not more than One Thousand Dollars (\$1,000.00).
6. Nominations of candidates may only be made by persons who are eligible to vote and have signed the town meeting pollbook.

7. Only registered voters who have been a registered voter at an address within the Town of Bradley, Oklahoma for at least six (6) months prior to the date of the Special Town Meeting shall be qualified to be nominated for office and to be eligible for election, any person who is nominated must swear under oath that he or she has been a registered voter at an address within the Town of Bradley, Oklahoma for the last six (6) months. Only qualified candidates who are present at the Special Town Meeting shall be eligible for nomination, provided that a qualified registered voter who is not present may be nominated if he or she has agreed in writing to accept the office if elected and has sworn an affidavit that he or she has been a registered voter at an address within the Town of Bradley, Oklahoma for the last six (6) months. Any person who falsely swears or signs a false affidavit that the person is qualified to serve on the Town Board of the Town of Bradley, Oklahoma shall be punished by a fine of not more than One Thousand Dollars (\$1,000.00).
8. The vacancy shall be filled after candidates are nominated and elected at large by the registered voters present from nominations taken from the floor.
9. At the close of nominations, the Town Clerk shall place in a receptacle, the same number of blank ballots as qualified voters who are seated in the area reserved for qualified voters.
10. Each qualified voter who is seated in the area reserved for qualified voters shall remove a blank ballot from the receptacle and when all qualified voters have received one of the blank ballots, the qualified voters shall write upon the blank ballot the name of the candidate that they would like to cast their vote for, fold and return the completed ballot to the receptacle one at a time.
11. The Mayor shall publicly pull the ballots from the receptacle one at a time and announce the name of the candidate written on the ballot. Each ballot shall be verified during the count by the remaining Board Member(s) and the Town Clerk.
12. The Candidate who receives a plurality of the votes cast for shall be elected to fill the remainder of the unexpired term.
13. The Town Clerk shall keep the minutes of the meeting and the minutes shall state the name of each qualified candidate and shall separately record the number of votes cast for each candidate and shall record the number of total votes cast in the election.
14. Pursuant to Title 11, Oklahoma Statutes, Section 16-308 of the Town Meeting Act, any elected candidate who is present at the meeting shall be deemed to have accepted the office, unless he or she declines before the meeting is adjourned. Any elected candidate who is not present shall be served as soon as possible with a written notice of election, signed and mailed by the Town Clerk. No person shall assume the duties of office until he or she signs the oath of office as required by law.
15. The Town Clerk shall file with the Secretary of the County Election Board the names and addresses of the members of the governing body, and the dates that their terms expire, including the newly elected member of the governing body.

Resolved and Adopted by the Bradley Town Board on this 16th day of September, 2021.

Attest:

Anita Fowler, Town Clerk

Mayor Donna Thornburg

**SPECIAL MEETING TOWN OF BRADLEY
TUESDAY, SEPTEMBER 14TH , 2021 @ 7:00PM
BRADLEY COMMUNITY BUILDING**

- **Call meeting to order**
- **Establish a Quorum**
- **Review minutes from last meeting**
- **Discuss and take action to pay town bills**
- **Discuss correspondence take action as necessary.**
- **Old Business (as applicable)**
- **New Business (as applicable)**

Posted Friday September 10 @ 6pm

SPECIAL MEETING TOWN OF BRADLEY

REVISED AGENDA

**Due to the election board needing to use
the community center on Tuesday the 14th**

The meeting has been rescheduled to:

THURSDAY, SEPTEMBER 16TH , 2021 @ 7:00PM

BRADLEY COMMUNITY BUILDING

- **Call meeting to order**
- **Establish a Quorum**
- **Review minutes from last meeting**
- **Discuss and take action to pay town bills**
- **Discuss correspondence take action as necessary.**
- **New business**
 - **Discuss and take action as required to install a door in
the town building.**
 - **Discuss and take action to hold an election to fill the
empty chair position.**

Originally posted Friday September 10 @ 6pm

Revisions requested by D. Thornburg

TOWN OF BRADLEY RESOLUTION NO. 2021-01

A RESOLUTION OF THE TOWN OF BRADLEY, OKLAHOMA, CALLING A SPECIAL TOWN MEETING PURSUANT TO TITLE 11, OKLAHOMA STATUTES, SECTION 16-302 OF THE OKLAHOMA TOWN MEETING ACT, FOR THE PURPOSES OF ELECTING A TOWN BOARD MEMBER TO FILL A VACANCY ON THE TOWN'S GOVERNING BODY.

The Members of the Governing Body of the Town of Bradley do hereby Resolve that:

1. A Special Meeting shall be held at 7:00 p.m. on Monday, September 27, in the Meeting Room of the Bradley Community Building, 322 McKee Street, Bradley, Oklahoma for the purpose of electing a Town Board Member to fill the Vacancy in Position No. 3 on the Town Board for the remaining unexpired portion of a term that is scheduled to expire at the next regular biennial town meeting on the first Tuesday in April of 2023.
2. Notice of the Special Town Meeting shall be delivered by the governing body to the Town Clerk immediately upon the passage of this Resolution in accordance with the Oklahoma Open Meeting Act and shall be signed by a majority of the members of the governing body and shall be posted on the door of the Bradley Community Building by the Town Clerk.
3. In addition to the requirements of the Oklahoma Open Meeting Act, since there is no newspaper published within the Town of Bradley and no newspaper of general circulation within the Town of Bradley, notice of the Special Meeting shall be given by posting the notice of the meeting stating the date, time, place and agenda at least ten (10) days before the date of the meeting in at least five (5) public places in the Town of Bradley. Based on the size of the Town of Bradley and the limited number of public places, the Notice shall be placed in at least five (5) locations that are most visible or accessible to the public.
4. Pursuant to Title 11 Oklahoma Statutes, Section 16-306, Mayor Donna Thornburg shall be the presiding officer of the Special Town Meeting, shall decide questions of order and shall make public declaration of votes taken. Robert's Rules of Order shall govern all town meetings, except when such rules are inconsistent with Oklahoma law. Mayor Donna Thornburg may establish other rules of conduct and decorum for the Special Town Meeting.
5. Prior to accepting any nominations, Mayor Donna Thornburg shall announce in the Open Meeting that one vacancy on the governing body shall be filled for the remaining portion of an unexpired term that will expire at the next Regular Biennial Meeting which will occur on the First Tuesday in April of 2023 and pursuant to Title 11 Oklahoma Statutes, Section 16-307, shall follow reasonable and necessary procedures to ensure that persons who are not registered voters at an address within the Town of Bradley, Oklahoma do not vote. Registered voters shall be seated in a clearly marked area separate from persons not registered to vote and before being seated in the section reserved for registered voters, shall sign his or her name in a town meeting pollbook prepared by the Town Clerk said signature to constitute a sworn affidavit on the part of the voter that he or she is eligible to vote at the election. The Town Clerk or her designee is authorized to administer the oath or affirmation contained in the Affidavit. The Town Clerk shall maintain the pollbook on file in her office open to public inspection during reasonable officer hours; provided however, that such town meeting pollbook may be digitized or electronically copied and stored by the municipal clerk at the end of six (6) months from the date of the election wherein such town meeting pollbook was used and any person knowingly

voting illegally or found guilty of casting more than one vote in said election shall be punished by a fine of not more than One Thousand Dollars (\$1,000.00).

6. Nominations of candidates may only be made by persons who are eligible to vote and have signed the town meeting pollbook.
7. Only registered voters who have been a registered voter at an address within the Town of Bradley, Oklahoma for at least six (6) months prior to the date of the Special Town Meeting shall be qualified to be nominated for office and to be eligible for election, any person who is nominated must swear under oath that he or she has been a registered voter at an address within the Town of Bradley, Oklahoma for the last six (6) months. Only qualified candidates who are present at the Special Town Meeting shall be eligible for nomination, provided that a qualified registered voter who is not present may be nominated if he or she has agreed in writing to accept the office if elected and has sworn an affidavit that he or she has been a registered voter at an address within the Town of Bradley, Oklahoma for the last six (6) months. Any person who falsely swears or signs a false affidavit that the person is qualified to serve on the Town Board of the Town of Bradley, Oklahoma shall be punished by a fine of not more than One Thousand Dollars (\$1,000.00).
8. The vacancy shall be filled after candidates are nominated and elected at large by the registered voters present from nominations taken from the floor.
9. At the close of nominations, the Town Clerk shall place in a receptacle the same number of blank ballots as qualified voters who have been seated in the area reserved for qualified voters.
10. Each qualified voter who is seated in the area reserved for qualified voters shall remove a blank ballot from the receptacle and when all qualified voters have received one of the blank ballots, the qualified voters shall write upon the blank ballot the name of the candidate that they would like to cast their vote for and fold and return the completed ballot to the receptacle one at a time.
11. The Mayor shall publicly pull the ballots from the receptacle one at a time and announce the name of the candidate written on the ballot. Each ballot shall be verified during the count by the remaining Board Member(s) and the Town Clerk.
12. The Candidate who receives a plurality of the votes cast for shall be elected to fill the remainder of the unexpired term.
13. The Town Clerk shall keep the minutes of the meeting and the minutes shall state the name of each qualified candidate and shall separately record the number of votes cast for each candidate and shall record the number of total votes cast in the election.
14. Pursuant to Title 11, Oklahoma Statutes, Section 16-308 of the Town Meeting Act, any elected candidate who is present at the meeting shall be deemed to have accepted the office, unless he or she declines before the meeting is adjourned. Any elected candidate who is not present shall be served as soon as possible with a written notice of election, signed and mailed by the Town Clerk. No person shall assume the duties of office until he or she signs the oath of office as required by law.
15. The Town Clerk shall file with the Secretary of the County Election Board the names and addresses of the members of the governing body, and the dates that their terms expire, including the newly elected member of the governing body.

Resolved and Adopted by the Bradley Town Board on this 16th day of September, 2021.

Attest:

Anita Fowler, Town Clerk

Mayor Donna Thornburg