

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
April 9, 2015

Public Notice posted April 8, 2015, 12:30 p.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **9th** day of **April, 2015 at 6:00p.m.** in the Wilburton City Hall Council Chambers. Mayor Stephen Brinlee presiding. After Mayor Brinlee led the assembly in the Pledge of Allegiance, the City Clerk conducted the roll call and members responded:

LITTLEJOHN	PRESENT	MINGS	PRESENT
HAYNES	PRESENT	KENDALL	PRESENT
SIMS	PRESENT		

CITIZEN COMMENTS: 2 Citizens requested time to comment on Item #5.

- 1. DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING ON MARCH 12, 2015.**
- 2. DISCUSS AND TAKE ACTION TO APPROVE MARCH 2015 CLAIMS FOR PAYMENT.**
- 3. DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF THE PAYROLL APRIL 10 THRU MAY 14, 2015.**

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO COMBINE AND APPROVE ITEMS #1, #2,, AND #3 ON THE AGENDA: APPROVE THE MINUTES OF MARCH 12, 2015 REGULAR MEETING; APPROVE PAYMENT CLAIMS FOR MARCH 2015; AND APPROVE PAYMENT OF PAYROLL FOR APRIL 10, 2015 THRU MAY 14, 2015 PAYROLL PERIODS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 4. DISCUSS AND TAKE ACTION TO APPROVE FINLEY & COOK AUDIT REPORT FOR FY 13-14 PRESENTED BY NATHAN ATCHISON, PARTNER.** Mayor Brinlee stated Mr. Atchison had not yet arrived from Shawnee, so will move to Item #5.
- 5. DISCUSS AND TAKE ACTION TO APPROVE FAA GRANT SUBMISSION FOR WILBURTON AIRPORT. PRESENTATION BY MATTHEW WRIGHT, DELTA AIRPORT CONSULTANTS.** Mayor Brinlee introduced Mr. Wright who stated the current status of the airport classification is "Unclassified" due to the Wilburton Airport having less than 10 based aircraft. "Unclassified level" does not meet the criteria for future grant considerations; however, Wilburton currently has \$307,091 left within the account and can pursue a grant using those funds if a grant is submitted by July 2. Mr. Wright presented a proposed grant requesting funds to: 1. Rehabilitate Runway 177-35; 2. Install PAPI System; and 3. Install LED internally lit Wind Sock/Cone. He discussed each project, answering questions from the Council members.

Citizen Comment:

- a. David Donoley: "This airport is important to me; I fly in and out 10 or more times a month. We are working on getting 10 rental places filled. Several pilots have stated they will store their planes there so an added hanger would be very helpful." He discussed: extension and upgrade of runway; Pafford EMS would use more often if upgrades made; Franklin Electric brings in flights often; working with two senators to get grants for airport; and need to install a better fence for critter control.**

Mayor Brinlee commented on need to have leadership, suggesting an ad hoc committee could be initiated.

Citizen Comment:

- b. Brent Pollard: "Much can be done without many dollars to make it look better and be more functional such as taking out the trees, trimming, etc. BP has initiated a "taxi route" among their locations so this airport has potential for much more use. There is activity daily; we need to ensure looks good as pilot perception is critical. I am willing to help however I can."**

Councilman Littlejohn inquired if City funds are available. The Mayor responded would come out of Capitol Improvement fund. Mr. Wright stated no expenditures necessary until October 2015. Mr. Haynes stated amount could be budgeted for in FY 2015-16 budget.

MOTION BY LITTLEJOHN, SECOND BY HAYNES. TO APPROVE SUBMISSION TO FAA FOR WILBURTON AIRPORT GRANT TO INCLUDE REHABILITATING RUNWAY 177-35; INSTALLING PAPI SYSTEM; AND INSTALLING AN LED INTERNALLY LIT WIND CONE.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

(4). Mayor Brinlee stated Mr. Atchison had arrived, so Council returned to Item #4.

4. **DISCUSS AND TAKE ACTION TO APPROVE FINLEY & COOK AUDIT REPORT FOR FY 13-14 PRESENTED BY NATHAN ATCHISON, PARTNER.** Mr. Atchison verbally reviewed the FY 13-14 Audit, stating they determined a “clean report with no findings” for the overall audit for both City and PWA budgets. Mr. Atchison went on to say there was one recommendation made each year concerning operational procedures for opening the PWA Water Department drop box. It is understood there are reasons why it cannot be implemented due to a small staff; however, it must be addressed in any audit as a weakness of system. “Your folks do a great job.”

MOTION BY HAYNES, SECOND BY MINGS. TO APPROVE FINLEY & COOK AUDIT REPORT FOR FY 13-14.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

Councilman Littlejohn stated he wanted to add a note to thank the employees for their consistently good jobs in taking care of the City’s money.

6. **DISCUSS AND TAKE ACTION TO APPROVE WAIVING VENDOR FEES FOR GREEN FROG FESTIVAL, APRIL 18. PRESENTATION BY TAMRA TILLEY, DIRECTOR, MAIN STREET.** Director Tilley presented agenda, parade, and run plans for Green Frog Festival.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE WAIVING VENDOR FEES FOR GREEN FROG FESTIVAL ON APRIL 18, 2015.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

7. **DISCUSS AND TAKE ACTION TO APPROVE PROPOSAL FOR \$6,028 FROM RICK SIMS, SIMS CONSTRUCTION, TO TREAT OUTSIDE LOGS OF SENIOR CITIZENS BUILDING AT 309 WEST ADA.** Mayor Brinlee stated this was originally approved March 14, 2013, but Mr. Sims had been unable to complete the job due to his workload. This bid is lower than the 2013 bid due to a new materiel which is cheaper, but is better and lasts longer. Councilman Haynes asked if other bids were considered and would it be completed this time to which Mayor Brinlee replied other bids were requested in 2013, but none received. Mr. Sims has work scheduled for end of May. When asked about a warranty, Mayor Brinlee stated the paint materiel is guaranteed for 10 years. Councilman Littlejohn asked if funds are available. Mayor Brinlee replied funds are available in Capitol Improvement.

MOTION BY HAYNES, SECOND BY KENDALL, TO APPROVE BID OF \$6,028 FROM RICK SIMS, SIMS CONSTRUCTION, TO TREAT OUTSIDE LOGS OF SENIOR CITIZENS BUILDING.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Abstain (Due to relationship -brother)		

8. NEW BUSINESS

There was no New Business.

9. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO ADJOURN AT 7:10pm.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

CINDEE BLANKENSHIP, City Clerk

STEPHEN BRINLEE, Mayor

ALLEN LITTLEJOHN, Ward 1

TERRY HAYNES, Ward 2

DOUG SIMS, Ward 3

MAE MINGS, Ward 4

JULIA KENDALL, Ward 5