

**CITY OF WILBURTON**  
**REGULAR SCHEDULED MEETING**  
July 9, 2015

Public Notice posted July 8, 2015, 3:30 p.m.  
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the 9<sup>th</sup> day of July, **2015 at 6:35p.m.** in the Wilburton City Hall Council Chambers. Mayor Stephen Brinlee presiding. The City Clerk conducted the roll call with members responding:

|            |         |         |         |
|------------|---------|---------|---------|
| LITTLEJOHN | PRESENT | MINGS   | PRESENT |
| HAYNES     | PRESENT | KENDALL | PRESENT |
| SIMS       | PRESENT |         |         |

**CITIZEN COMMENTS:** None.

1. **DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING ON JUNE 11, 2015.**
2. **DISCUSS AND TAKE ACTION TO APPROVE JUNE 2015 CLAIMS FOR PAYMENT.**
3. **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF THE PAYROLL JULY 11 THRU AUGUST 13, 2015.**

MOTION BY HAYNES, SECOND BY KENDALL, TO COMBINE AND APPROVE ITEMS #1, #2, AND #3 ON THE AGENDA: APPROVE THE MINUTES OF JUNE 11, 2015 REGULAR MEETING; APPROVE PAYMENT CLAIMS FOR JUNE 2015; AND APPROVE PAYMENT OF PAYROLL FOR JULY 10 THRU AUGUST 13, 2015 PAYROLL PERIODS.

Upon roll call, members present voted as follows:

|            |     |         |         |
|------------|-----|---------|---------|
| LITTLEJOHN | Yes | MINGS   | Abstain |
| HAYNES     | Yes | KENDALL | Yes     |
| SIMS       | Yes |         |         |

4. **DISCUSS AND TAKE ACTION TO APPROVE BUDGET ADJUSTMENTS TO CLOSE OUT FISCAL YEAR 2014-2015.** City Clerk Cindee Blankenship stated the adjustments had been reviewed and approved by the auditor as necessary internal adjustments to balance the accounts/funds for fiscal year prior to annual audit.

MOTION BY HAYNES, SECOND BY LITTLEJOHN, TO APPROVE BUDGET ADJUSTMENTS TO BALANCE FUNDS AT 2014-2015 FISCAL YEAR END.

Upon roll call, members present voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | MINGS   | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| SIMS       | Yes |         |     |

5. **DISCUSS AND TAKE ACTION TO APPROVE QUOTE FROM PREFERRED OFFICE PRODUCTS FOR SCANNING DOCUMENTS.** Since the Preferred Office Products representatives Cory Montgomery and Allen Dickenson had presented the information at the Public Works Authority Board Meeting immediately prior to the Wilburton City Council Meeting, it was unnecessary to present it again.

MOTION BY LITTLEJOHN, SECOND BY HAYNES TO TABLE THE AGENDA ITEM UNTIL AN ASSESSMENT TO DETERMINE THE SPECIFIC QUANTITY OF SCANNED PAGES IS NEEDED AND A SPECIFIC QUOTE IS SUBMITTED.

Upon roll call, members present voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | MINGS   | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| SIMS       | Yes |         |     |

**6. DISCUSS AND TAKE ACTION TO APPROVE RESOLUTION 15-1194, SUPPORTING CONTINUED PARTICIPATION WITH 2015-2016 MAIN STREET PROGRAM.**

Main Street Program Director Tamra Tilley presented the resolution for approval. Mayor Brinlee stated this annual request of support has his approval due to the great working relationship between the City and Main Street Program which benefits both parties. He stated he anticipates a continued cooperation between the two.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE RESOLUTION 15-1194 SUPPORTING CONTINUED PARTICIPATION WITH THE 2015-2016 MAIN STREET PROGRAM..

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 DECLARING FIVE (5) VEHICLES EXCESS.** Mayor Brinlee stated the vehicles listed with pictures were replaced by recent purchases of used vehicles. Each vehicle's history was reviewed including the age, mileage, and length of service with the City. Also discussed was the method used to offer for sale, whether at an auction or as a submitted sealed bid.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE DECLARING AS SURPLUS FIVE (5) VEHICLES TO SELL TO THE PUBLIC THROUGH SEALED BIDS TO INCLUDE 1997 FORD TRUCK, 1996 GM TRUCK, 1995 GM TRUCK, 1988 FORD CUSTOMIZED FIRE TRUCK, AND 1954 NAVISTAR INTERNATIONAL DUMP TRUCK.

Upon roll call, members present voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | MINGS   | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| SIMS       | Yes |         |     |

**8. DISCUSS AND TAKE ACTION TO APPROVE RESIGNATION OF PAM HIRILL FROM THE E911 BOARD EFFECTIVE AUGUST 1, 2015.** Mayor Brinlee stated Mrs. Hirrill's letter of resignation stated both her husband's health and personal reasons for the resignation from the E911 Board.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE RESIGNATION OF PAM HIRILL FROM THE E911 BOARD.

Upon roll call, members present voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | MINGS   | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| SIMS       | Yes |         |     |

**9. DISCUSS AND TAKE ACTION TO APPROVE APPOINTMENTS OF WILBURTON FIRE DEPARTMENT CHIEF DAVID DONOLEY AND WILBURTON POLICE DEPARTMENT ASSISTANT CHIEF JEREMIE GREEN TO E911 BOARD.** Mayor Brinlee stated finding replacement E911 Board members is a particular challenge as the member must be familiar with the emergency operations of the City of Wilburton. Both Ch Donoley and Asst Ch Green have the expertise required to fill the positions. Councilman Haynes asked if there exists a conflict of interest to have City employees assigned to the Board. Mayor Brinlee stated that while he is not an attorney, he did not think there is a conflict. There currently is an Assistant Fire Chief on the E911 Board. Also, the need exists for knowledgeable people such as firemen and policemen

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE APPOINTMENTS OF WILBURTON FIRE DEPARTMENT CHIEF DAVID DONOLEY AND WILBURTON POLICE DEPARTMENT ASSISTANT CHIEF JEREMIE GREEN TO E911 BOARD.

Upon roll call, members present voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | MINGS   | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| SIMS       | Yes |         |     |

10. NEW BUSINESS.

- A. Street Commissioner Ronnie Massey asked how a truck bed pulled off 10 years ago needs to be gotten rid of, thru declaring as surplus or can it be recycled and sold as scrap iron? Councilman Littlejohn stated since it was not accountable on the Property Book, it could be disposed of as any "junk property". Mayor Brinlee stated this was not an emergency item to be brought up under New Business.
- B. Councilman Littlejohn stated Parks and Rec Director Debbie Vega has been moved to Recycling while some issues are being worked out. She is still the Parks and Rec Director, but her primary duties for now are as the Recycling Coordinator.

11. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO ADJOURN AT 6:47pm.

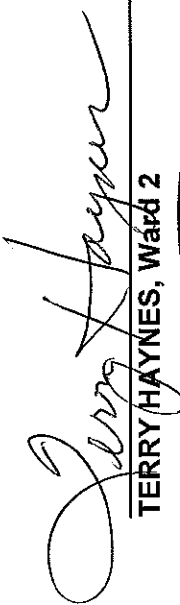
Upon roll call, members present voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | MINGS   | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| SIMS       | Yes |         |     |

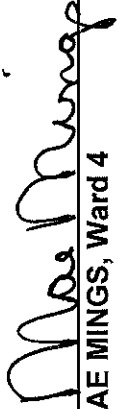
  
CINDEE BLANKENSHIP, City Clerk

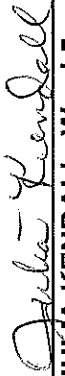
  
STEPHEN BRINLEE, Mayor

  
ALLEN LITTLEJOHN, Ward 1

  
TERRY HAYNES, Ward 2

  
DOUG SIMS, Ward 3

  
MAE MINGS, Ward 4

  
JULIA KENDALL, Ward 5