

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
March 10, 2016

Public Notice posted March 9, 2016, 10:00 a.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the 10th day of **March 2016 at 5:35p.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: Ms. Gloria Baxter, Agenda Item 9. New Business.

1. DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD FEBRUARY 11, 2016.
2. DISCUSS AND TAKE ACTION TO APPROVE FEBRUARY 2016 CLAIMS FOR PAYMENT.
3. DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF THE PAYROLL MARCH 11 THROUGH APRIL 14, 2016.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO COMBINE AND APPROVE ITEMS #1, #2, AND #3 ON THE AGENDA: APPROVE MINUTES OF FEBRUARY 11, 2016 REGULAR MEETING; APPROVE PAYMENT CLAIMS FOR FEBRUARY 2016; AND APPROVE PAYMENTS OF PAYROLL FOR MARCH 11 THRU APRIL 14, 2016.

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 WAIVING OF VENDOR FEES IN DOWNTOWN WILBURTON FOR GREEN FROG FESTIVAL, APRIL 16, 2016. TAMRA TILLEY PRESENTING. Mayor Brinlee introduced Ms. Tilley who stated the waiving of vendor fees has been approved for the past Green Frog Festivals. She stated it was helpful in attracting vendors; currently no firm vendor count as still accepting applications. Parade added last year will be retained. Additionally, adding the Little Mr. and Little Ms. Green Frog Contests. Ms. Tilley introduced Mr. Wade Thomson who discussed the 5k Run scheduled for the festival. He stated he applied for a course change that would take the runners around the Ash section to avoid several unattractive homes and unfriendly dogs.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE WAIVING VENDOR FEES FOR DOWNTOWN WILBURTON FOR THE GREEN FROG FESTIVAL APRIL 16, 2016.

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 CLOSING OF CENTRAL STREET FROM MAIN TO ADA STREETS FOR GREEN FROG FESTIVAL APRIL 16, 2016. TAMRA TILLEY PRESENTING. Ms. Tilley stated usually only one block of Central Street south from Main blocked off, but this year requesting one block north and one block south of Main (Ada to Ash) on Central be blocked off to accommodate festival activities.

MOTION BY HAYNES, SECOND BY MINGS, TO APPROVE CLOSING OF CENTRAL STREET FROM ADA TO ASH FOR GREEN FROG FESTIVAL, APRIL 16, 2016.

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 EASTERN OKLAHOMA STATE COLLEGE (EOSC) AGREEMENT FOR DISPOSAL OF BRUSH DEBRIS AND RELATED ITEMS CONSISTENT WITH PRESENT DUMPING FACILITIES OF THE CITY.** Mayor Brinlee stated purpose is to update lease for 50 years, approved and signed by EOSC Board of Regents, prior to applying to Department of Environmental Quality for permit. Councilman Haynes asked if it looked like DEQ will approve to which Mayor Brinlee stated the agreement looks good and is he is hopeful but cannot speak for them. Councilman Littlejohn asked if City Attorney Brown reviewed it to which Mayor Brinlee replied yes.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE EOSC AGREEMENT FOR DISPOSAL OF BRUSH DEBRIS AND RELATED ITEMS CONSISTENT WITH PRESENT DUMPING FACILITIES OF THE CITY.

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 UPDATED JOB DESCRIPTION FOR PARKS AND RECREATION/COMMUNITY DEVELOPMENT DIRECTOR. DEBBIE VEGA PRESENTING.** Ms. Vega presented an overview of job description and her recent activities which follow the 2009 Project View objectives: submitted KOB essay and awarded weed eater; scheduled several City-wide projects to include clean up of Woodsman Cemetery by hospital, fire/clothing drive; clean up of downtown Wilburton; adopt-a-highway clean up; school; pursuing several grants to include initiating a community garden at East End Park; gun safety classes for WPD; funds to improve training center; clean up of trail at City Lake; renovation of Chamber Park to make family fitness park; application to be designated "Playful City" to become third Oklahoma Playful City if approved; application submitted to become "Beautiful City" by DEQ; construct a skate park; construct a splash pad; and procure various WPD equipment for patrolmen. She stated she works with all area organizations to include YAB, EOSC, HALT, KI BOIS, KEDDO, Wilburton School System, businesses, OK Parks & Recreation Society, OK cities, and all civic organizations.

Mayor Brinlee stated the City is working with the Choctaw Recycling Director Tracy Horst to collect Wilburton Recycling as they run their route from Durant to Poteau. Ms. Vega would be the "face of the recycling program", but her primary duties will be pursuing goals of Project View and locating and initiating grants for the City.

Councilman Littlejohn asked how the Parks & Rec duties are impacted. Mayor Brinlee stated the Parks & Rec Board is handling the Rosebure Sports Complex and those sports conducted there. Ms. Vega manages all other sport activities for the City.

MOTION BY HAYNES, SECOND BY KENDALL, TO APPROVE UPDATED JOB DESCRIPTION FOR PARKS & RECREATION/COMMUNITY DEVELOPMENT DIRECTOR.

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 PAYMENT OF INVOICE #9 FOR \$1,535.03 TO DELTA AIRPORT CONSULTANTS FOR PROJECT #14144.** Mayor Brinlee stated this is a routine payment; there may be two more. The project is almost complete as the PAPIs are expected to arrive and be installed by end of March.

MOTION BY HAYNES, SECOND BY LITTLEJOHN, TO APPROVE PAYMENT OF INVOICE #9 FOR \$1,535.03 TO DELTA AIRPORT CONSULTANTS FOR PROJECT #14144.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

9. **NEW BUSINESS.**

Ms. Gloria Baxter, having signed the Citizens Comment Sheet to address Item 9, New Business, discussed the need to reduce the speed limit on Lutie, West 6th, and Rock Island Streets and section of highway entering town from the east. Between the current approved speed, the hill just prior to the City Park, and the growing population on the east side, she

feels there is a risk especially to the children and pedestrians. She suggested lowering the speed limit, installing a traffic signal light, or a flashing stop sign. A discussion followed in which the Mayor and City Commissioner laid out the various requirements and issues of ODOT and the City. Mayor Brinlee stated they will review all factors to determine if a solution can be produced. He thanked Ms. Baxter for her input as a concerned citizen.

10. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO ADJOURN AT 6:11p.m.

Upon roll call, members present voted as follows:

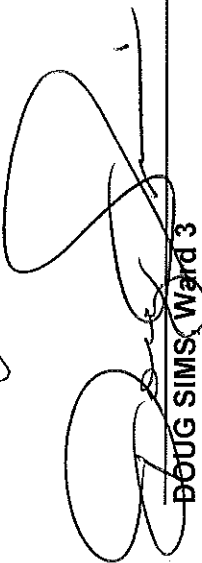
LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

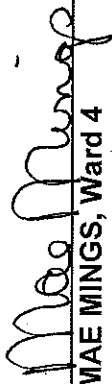

CINDEE BLANKENSHIP, City Clerk

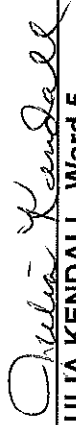

STEPHEN BRINLEE, Mayor


ALLEN LITTLEJOHN, Ward 1


TERRY HAYNES, Ward 2


DOUG SIMS, Ward 3


MAE MINGS, Ward 4


JULIA KENDALL, Ward 5