CITY OF WILBURTON

REGULAR SCHEDULED MEETING
April 14, 2016

Public Notice posted April 13, 2016, 10:00a.m.
Front Entrance Door, Wilburton City Hall

ROLL CALL:

ALAN LITTLEJOHN................... WARD 1
TERRY HAYNES......................... WARD 2
DOUG SIMS .... WARD 3
MAE MINGS............................... WARD 4
JULIA KENDALL....................... WARD 5

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **14th** day of **April, 2016** at **5:30p.m.** in the Wilburton City Hall Council chambers, Mayor Stephen Brinlee presiding. Rev Bain Durant, Old Glory Church, opened the meeting with a prayer followed by Mayor Brinlee leading the attendees in the Pledge of Allegiance. The City Clerk conducted the roll call with members responding:

LITTLEJOHN	PRESENT	MINGS	PRESENT
HAYNES	PRESENT	KENDALL	PRESENT
SIMS	PRESENT		

PUBLIC HEARING: Mayor Brinlee, Mike Elder, Water Maintenance Supervisor, and Dale Burke Infrastructure Solutions Group; explained the procedure, timeline, and purpose of the Water/Wastewater Engineering application to the Oklahoma Department of Commerce covering a number of projects for the Community Development Block Grant (CDBG). Each was available to answer questions from the attendees to the Public Hearing.

CITIZEN COMMENTS: None

1. **DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING ON MARCH 10, 2016.**

2. **DISCUSS AND TAKE ACTION TO APPROVE MARCH 2016 CLAIMS FOR PAYMENT.**

3. **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLL APRIL 15 THROUGH MAY 12, 2016.**

   MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO COMBINE AND APPROVE THE FIRST THREE ITEMS ON THE AGENDA: APPROVE THE MINUTES OF MARCH 10, 2016 REGULAR MEETING; APPROVE PAYMENT OF CLAIMS FOR MARCH 2016; AND APPROVE PAYMENT OF PAYROLLS FOR APRIL 15 THRU MAY 12, 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 ADOPTION OF THE CITIZENS PARTICIPATION PLAN FOR THE CDBG GRANT FOR WATER/WASTEWATER ENGINEERING APPLICATION.** In response to the question as to the purpose of the Citizens Participation Plan, Mr. Burke explained it is a requirement of all federal applications he submits.

   MOTION BY HAYNES, SECOND BY SIMS, TO APPROVE ADOPTION OF THE CITIZENS PARTICIPATION PLAN FOR THE CDBG GRANT FOR WATER/WASTEWATER ENGINEERING APPLICATION.

   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 RESOLUTION 16-1199, SUPPORT OF THE CDBG GRANT FOR WATER/WASTEWATER ENGINEERING APPLICATION.** Councilman Haynes suggested that due to the strong competition for the CDBG grants, the City's part of the grant, $100,000, should be raised by $50,000 to $150,000 to show our sincere interest and intent to compete. Mr. Burke stated it could make a difference. Mayor Brinlee stated that amount is available; half of matching funds can be taken from the General Fund balance and the other half from Capitol Improvement. Councilman Littlejohn asked how many of the requested projects must be completed whether or not the grant is received. Mr. Elder replied there are 3 that must be fixed. A discussion followed with the conclusion the costs of the required 3 fixes is more than $50,000, so investing the additional amount would well be worth the risk. Mr. Burke stated the awards will be announced in August or September.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE RESOLUTION 16-1199, SUPPORT OF THE CDBG GRANT FOR WATER/WASTEWATER ENGINEERING APPLICATION WITH INCREASE OF CITY'S MATCHING PORTION TO BE RAISED BY $50,000 TO TOTAL $150,000.

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 BID OF $17,168.50 FROM LATIMER COUNTY DISTRICT #3 TO CHIP AND SEAL FRENCH AND PAHLON ROADS.** Councilman Haynes asked if other bids were solicited to which Mayor Brinlee replied he was unable to find local vendors to submit bids. The vendor last used by the City had a disconnected telephone. Councilman Haynes asked if the base of the road by the hospital is good enough to repair using the chip and seal method to which Street Commissioner Massey replied it was not unless a lot of prep work was done. He further explained that this method does not correct potholes; it smoothes out a slightly bumpy road for the drivers. Councilman Littlejohn asked if this is a reasonable cost to which Commissioner Massey stated it is very reasonable because this agreement agrees to the Street Crew assisting the County which greatly reduces overall labor costs. Councilman Haynes asked from what fund the dollars would come to which Mayor Brinlee stated funds would be taken from the General, Capital Improvement and/or Street Funds.

MOTION BY HAYNES, SECOND BY LITTLEJOHN, TO APPROVE BID OF $17,178.50 FROM LATIMER COUNTY DISTRICT #3 TO CHIP AND SEAL FRENCH AND PAHLON ROADS WITH FUNDS FROM THE CAPITAL IMPROVEMENT FUND.

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 COST ESTIMATE OF NOT MORE THAN $8,500.00 FOR REPAIR OF BUCKET TRUCK MOTOR.** Mayor Brinlee stated the City received several quotes to repair the bucket truck's blown motor the least of which from the A-OK Railroad mechanic to repair for not more than $8,500. The exact amount will not be known until he opens the motor to determine the precise trouble and materials needed to correct the issues. Other bids received were $18,000 and $12,000 to repair: a new truck costs $150,000. Street Commissioner Massey stated the bucket truck was second hand when purchased so the City is still ahead financially when the repair cost is added to the City's original purchase price..

MOTION BY SIMS, SECOND BY MINGS, TO APPROVE THE COST ESTIMATE OF NOT MORE THAN $8,500 FOR REPAIR OF THE BUCKET TRUCK MOTOR.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

8. **NEW BUSINESS:**
NONE

9. **ADJOURN:**

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO ADJOURN.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

Cindee Blankenship
CINDEE BLANKENSHIP, City Clerk

Stephen Brinlee
STEPHEN BRINLEE, Mayor

Allen Littlejohn
ALLEN LITTLEJOHN, Ward 1

Terry Haynes
TERRY HAYNES, Ward 2

DOUG SIMS, Ward 3

Mae Mings
MAE MINGS, Ward 4

Julia Kendall
JULIA KENDALL, Ward 5