

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
August 11, 2016

Public Notice posted August 9, 2016, 3:30p.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the 11th day of **August, 2016** at **5:36p.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 OF JULY 14, 2016.
2. DISCUSS AND TAKE ACTION TO APPROVE JULY 2016 CLAIMS FOR PAYMENT.
3. DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLL AUGUST 12 THROUGH SEPTEMBER 8, 2016.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO COMBINE AND APPROVE THE FIRST THREE ITEMS ON THE AGENDA: APPROVE THE MINUTES OF JULY 14, 2016 REGULAR MEETING; APPROVE PAYMENT OF CLAIMS FOR JULY 2016; AND APPROVE PAYMENT OF PAYROLLS FOR AUGUST 12 THRU SEPTEMBER 8, 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 RESOLUTION 16-1202, SUPPORT OF MAIN STREET PROGRAM. Ms. Tamra Tilley, Director of the Wilburton Main Street Program, briefly discussed the program and upcoming events.

MOTION BY HAYNES, SECOND BY SIMS, TO APPROVE RESOLUTION 16-1202, SUPPORT OF MAIN STREET PROGRAM.

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 THREE BUDGET ADJUSTMENTS: \$6,549.01 GENERAL FUND; \$3,669.20 STREETS & ALLEY FUND, TRANSFER FUNDS FY15-16 TO ENCUMBER FUNDS IN FY16-17; AND \$535,838.00, 08 PWA -- WASTEWATER, CORRECT TO NEGATIVE INPUT FOR ACCURATE POSTING. City Clerk Blankenship explained each of the three transactions; each action is required for accurate posting for fiscal yearend audit. No funds were actually expended through these transactions.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE THREE BUDGET ADJUSTMENTS: \$6,549.01 GENERAL FUND; \$3,669.20 STREETS & ALLEY FUND, TRANSFER FUNDS FY15-16 TO ENCUMBER FUNDS IN FY16-17; AND \$535,838.00, 08 PWA -- WASTEWATER, CORRECT TO NEGATIVE INPUT FOR ACCURATE POSTING.

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 PATROL CAR 3-YEAR LEASE FOR A 2017 FORD SUV FOR \$13,008 ANNUALLY TO JOHN VANCE AUTO GROUP.** CH Bias explained this is a lease agreement which is advantageous for the City. He stated now each patrolman has a good car with one vehicle extra for those times when needed. Councilman Haynes asked if the vehicle was the one the Chief wanted, if it had all the desired options. CH Bias stated it does. Councilman Sims asked if the vehicle is “ready to roll” to which CH Bias replied it will require the decals placed on the outside and a radio to be installed.

MOTION BY HAYNES, SECOND BY SIMS, TO APPROVE PATROL CAR 3-YEAR LEASE FOR A 2017 FORD SUV FOR \$13,008 ANNUALLY TO JOHN VANCE GROUP.

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 5-YEAR CONTRACT WITH PITNEY BOWES FOR \$576.12 ANNUALLY.** City Clerk Blankenship stated the contract is for the postal machine and includes updates and maintenance.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE 5-YEAR CONTRACT WITH PITNEY BOWES FOR \$576.12 ANNUALLY.

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 DONATION OF 2004 CROWN VICTORIA PATROL CAR, VIN 2FAFP71W84X176518, TO LATIMER COUNTY SHERIFF'S OFFICE.** Mayor Brinlee explained this is the oldest vehicle and will be used for the canine unit. CH Bias stated it is going from one government agency to another and is staying within the County. WPD will still have one backup vehicle for use.

MOTION BY SIMS, SECOND BY HAYNES, TO APPROVE DONATION OF 2004 CROWN VICTORIA PATROL CAR, VIN 2FAFP71W84X176518, TO LATIMER COUNTY SHERIFF'S OFFICE.

Upon roll call, members present voted as follows:			
LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

9. **NEW BUSINESS**

Mayor Brinlee explained the displayed plaque as being received 8 August from DEQ/KOB designating City of Wilburton as an “Oklahoma Clean Community”, one of very few awarded. The honor was received primarily through the efforts of Debbie Vega, Park & Rec/Community Development Director who organized various community organizations and businesses and led them in seven cleanup activities which included collection of 1500 tires, cleanup of 12 miles of highway, taking part in Great American Cleanup and Fresh Paint Days, and having an aggressive recycling program. Mayor Brinlee concluded the City is not slowing down on its effort to remain a “Clean Community.” Councilman Littlejohn stated he is proud of Debbie Vega's work. He then asked the timeline for the received \$20,000 Grant from KaBoom for the playground. Mayor Brinlee replied Ms. Vega will give a full presentation at the September Council meeting with all details and a timeline.

10. **ADJOURN:**

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO ADJOURN AT 5:55PM.

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, Mayor

Allen Littlejohn
ALLEN LITTLEJOHN, Ward 1

Terry Haynes
TERRY HAYNES, Ward 2

Doug Sims
DOUG SIMS, Ward 3

Mae Mings
MAE MINGS, Ward 4

Julia Kendall
JULIA KENDALL, Ward 5