

**CITY OF WILBURTON**  
**REGULAR SCHEDULED MEETING**

April 12, 2018

Public Notice posted April 11, 2018, 5:00p.m.  
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **12<sup>th</sup> day of April, 2018 at 5:30p.m.** in the Wilburton City Hall Council chambers; Mayor Stephen Brinlee presiding. Brother Ken Harris, Sunshine Fellowship Church, led the group in prayer followed by Mayor Brinlee leading the assembly in the Pledge of Allegiance to the flag. Councilman Haynes welcomed the students and provided an explanation of proceedings.

**ROLL CALL:**

City Clerk Cindee Blankenship conducted the roll call with members responding:

LITTLEJOHN	PRESENT	MINNGS	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 MARCH 8, 2018.**
- 2. DISCUSS AND TAKE ACTION TO APPROVE MARCH 2018 CLAIMS FOR PAYMENT.**
- 3. DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLLS APRIL 13 THROUGH MAY 10, 2018.**

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO COMBINE AND APPROVE ITEMS #1 WITH CHANGE TO ADD MOTION AND RECORD OF VOTE TO AGENDA ITEM #6, #2, AND #3 ON THE AGENDA.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINNGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 4. DISCUSS AND TAKE ACTION TO APPROVE 5 BUDGET ADJUSTMENTS: INCREASE 01 FUND (WPD M&R) BY \$3621 FOR VEHICLE INSURANCE FOR 2017 SUV CLAIM AND \$1,085 TO ENCUMBER FROM FY 16-17 TO FY 17-18; INCREASE 05 FUND (PARK & REC) BY \$500 AND INCREASE 15 FUND (CAPITAL IMP) BY \$3,462 TO ENCUMBER FROM FY 16-17 TO FY 17-18 FUND BALANCE; AND INCREASE 20 FUND (STREET & ALLEY) BY \$5,000 TO COVER STREET REPAIR.** City Clerk Blankenship reviewed each budget adjustment, explaining purpose. Mayor Brinlee stated the \$5000 for Fund 20 was coming out of budgeted funds.

MOTION BY HAYNES, SECOND BY SIMS, TO APPROVE THE 5 BUDGET ADJUSTMENTS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINNGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 5. DISCUSS AND TAKE ACTION TO APPROVE WILBURTON HOUSING AUTHORITY PAYMENT IN LIEU OF TAXES (PILOT) OF \$3,095.50.** Mayor Brinlee stated this is an annual request to waive which has been approved each year since he has been elected. Councilman Haynes discussed the need to waive taxes for WHA as he is on the board and it was not discussed. He would like to have more information like kind of taxes before he agrees to the item.

MOTION BY HAYNES, SECOND BY KENDALL, TO TABLE PAYMENT OF WHA \$3,095.50 FOR PILOT PROGRAM UNTIL MORE INFORMATION IS AVAILABLE FOR REVIEW.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINNGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

6. **DISCUSS AND TAKE ACTION TO APPROVE BALLPARK LEASE AGREEMENT WITH CHANGES.** Mayor Brinlee stated Dr. Butler had discussed with him and City Attorney Brown a concern with Para. 4. The school has installed permanent equipment in the concessions stand. Additionally, a contract with Coke requires exclusive use of their products. The concern is arrangements made when the City uses the concession stand. Councilman Littlejohn suggested taking inventory before and after use to ensure accuracy for payment arrangements. Mayor Brinlee stated Dr. Butler stated emphatically she was confident the terms could be worked out whether Para 4 is removed or left in the Lease Agreement.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE BALLPARK LEASE AGREEMENT.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINNGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

7. **DISCUSS AND TAKE ACTION TO APPROVE DISPOSITION OF PARK AND RECREATION BOARD.** Mayor Brinlee stated the City had received on March 15, 2018, a Letter of Resignation signed by four of the five Board Members: Curt Reding, Jackie Bullard, Tiger Donoley, and Rodney Wright. He stated he had no information about the fifth Board Member, Frank Williamson's position on the resignation. Councilman Haynes asked what is meant by the word "disposition" to which Mayor Brinlee stated it means what action, if any, the City Council wants to take concerning the Park and Recreation Board.

City Attorney Brown stated the Council needed to ensure the Board was not created as an entity under the Oklahoma Statutory requirements. Once the Council decides what changes, if any, are desired for the Board, there is a need to research the State requirements to ensure compliance.

Councilman Littlejohn stated Debbie Vega and Jason Bell are managing the current ball season and he suggested reviewing the Park & Recreation situation at the end of the season.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE THE LETTER OF RESIGNATION AS PRESENTED WITH A STATEMENT OF GRATITUDE FOR THE BOARD MEMBERS' SERVICE TO THE CITY SPORTS PROGRAM, AND TO TABLE DISCUSSION FOR DISPOSITION OF THE PARK AND RECREATION BOARD UNTIL A LATER DATE.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINNGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

8. **DISCUSS AND TAKE ACTION TO APPROVE APPOINTMENT OF CODY WOODS TO E911 BOARD.** Mayor Brinlee stated this appointment is to fill the position vacated by resignation of David Donoley. Mr. Woods is a local man who will make a nice addition to the Board. Appointment will be effective upon the approval of the Latimer County Board of County Commissioner's anticipated to be on the Agenda of the April 23 meeting.

MOTION BY LITTLEJOHN, SECOND BY MINNGS, TO APPROVE APPOINTMENT OF CODY WOOD TO THE E911 BOARD.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINNGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

9. **DISCUSS AND TAKE ACTION TO APPROVE THE ANNUAL INTER-LOCAL AGREEMENT BETWEEN LATIMER COUNTY BOARD OF COUNTY COMMISSIONERS AND THE CITY OF WILBURTON.** Mayor Brinlee stated there were no changes from the agreement previously approved. Attorney Brown stated it is a standard agreement.

MOTION BY HAYNES, SECOND BY KENDALL TO APPROVE THE INTER-LOCAL AGREEMENT BETWEEN THE LATIMER COUNTY BOARD OF COUNTY COMMISSIONERS AND THE CITY OF WILBURTON.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINNGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

10. NEW BUSINESS:

There was no New Business.

11. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO ADJOURN AT 5:50pm.

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

*Absent*  
DOUG SIMS, Ward 3

  
MAE MINGS, Ward 4

  
JULIA KENDALL, Ward 5