

**CITY OF WILBURTON**  
REGULAR SCHEDULED MEETING  
September 13, 2018

Public Notice posted September 11, 2018, 2:30p.m.  
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the 13<sup>th</sup> day of **September, 2018** at **5:38p.m.** in the Wilburton City Hall Council chambers. Mayor Stephen Brinlee being absent, President Terry Haynes presided. President Haynes requested the Roll Call.

**ROLL CALL:**

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

LITTLEJOHN	PRESENT	MINGS	PRESENT
HAYNES	PRESENT	KENDALL	PRESENT
SIMS	PRESENT		

**CITIZEN COMMENTS:**

There were no comments.

- 1. DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF AUGUST 9, 2018.**
- 2. DISCUSS AND TAKE ACTION TO APPROVE AUGUST 2018 CLAIMS FOR PAYMENT.**
- 3. DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLLS SEPTEMBER 14 THRU OCTOBER 11, 2018.**

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO COMBINE AND APPROVE ITEMS #1, #2, AND #3 ON THE AGENDA.

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 VENDOR FEES FOR MAIN STREET VENDORS DURING FALL FEST, 18 – 21 OCTOBER 2018.** Main Street Director Tamra Bell stated this works to City's advantage attracting vendors and visitors for those in town or waiting for bus to take to the fest. Councilman Littlejohn stated this is "a standard move requested every year".

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE WAIVING VENDOR FEES FOR MAIN STREET VENDORS DURING FALL FEST, 18-21 OCTOBER 2018.

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 BUDGET SUPPLEMENT OF \$3,520 FOR PARK AND RECREATION FOR INSTALLING AN AIR CONDITIONER AND A SERVING WINDOW FOR CONCESSION STAND.** Councilman Littlejohn asked if the invoice had been paid. City Clerk Blankenship stated it was paid for and this action was to supplement the P&R funds for the cost to ensure this expense for P&R did not result in a budget shortfall during this fiscal year.

MOTION BY SIMS, SECOND BY LITTLEJOHN, TO APPROVE BUDGET SUPPLEMENT OF \$3,520 FOR PARK AND RECREATION FOR INSTALLING AN AIR CONDITIONER AND A SERVING WINDOW FOR CONCESSION STAND.

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 BUDGET ADJUSTMENT OF \$2,744 FOR VENDING MACHINE FROM ENERGY SMART FUND TO GENERAL FUND.** City Clerk Blankenship explained the City purchased a vending machine after the vending company would not supply healthy choices as requested. By taking ownership of the vending machine, healthy choices will be available for all employees and visitors which will not only ensure we stay in compliance with our ordinance to encourage a healthy city, but will also ensure we are in compliance to request grants.

MOTION BY SIMS, SECOND BY KENDALL, TO APPROVE BUDGET ADJUSTMENT OF \$2,744 FOR VENDING MACHINE FROM ENERGY SMART FUND TO GENERAL 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 ARLEDGE & ASSOCIATES CONTRACT FOR \$8,400 TO CONDUCT FY17017 BYDGET AUDIT FOR CITY AND PWA.** City Clerk Blankenship stated Arledge & Associates increased their contract by \$400 from last year. There were no issues with the audit for FY16-17.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE ARLEDGE & ASSOCIATES CONTRACT FOR \$8,400 TO CONDUCT FY17-18 BUDGET AUDIT FOR CITY AND PWA

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 FEDERAL AVIATION AUTHORITY (FAA) GRANT FOR \$76,500 TO RECONSTRUCT APRON AT WILBURTON MUNICIPAL AIRPORT.** Councilman Littlejohn ask what part of the grant was City’s responsibility, to which City Clerk Blankenship replied 10%. Councilman Sims noted the suspense to answer was 14 September and asked why it was so quick. It was explained the original suspense was 12 September, before scheduled Council Meeting which was adjusted by FAA when notified of date conflict. Grant funds of \$1 Billion became available for airports with “project ready” grant requests so our request of July was approved.

MOTION BY SIMS, SECOND BY KENDALL, TO APPROVE FAA GRANT FOR \$76,500 TO RECONSTRUCT APRON AT WILBURTON MUNICIPAL AIRPORT.

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 EASTERN ELECTRIC INVOICE FOR \$11,250 FOR ELECTRICAL WORK FROM CAPITAL IMPROVEMENT FUND.** City Clerk Blankenship stated the issues had become so severe it was affecting the ability for the staff to complete their work: water bills and cash receipts for transactions could not be printed. Eastern Electric determined the breaker box was so old, it needed to be replaced. WFD Chief Donoley stated it was both a fire and safety hazard.. Additionally, several new outlets were installed as dedicated outlets for each computer in each department. City Attorney Brown stated the repairs were made upon his recommendation when he was informed of the situation, which was definitely an emergency and needed to be resolved before approval could be attained at the City Council meeting.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO APPROVE EASTERN ELECTRIC INVOICE FOR \$11,250 FOR ELECTRICAL WORK FROM CAPITAL IMPROVEMENT FUND.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

**10. DISCUSS AND TAKE ACTION TO APPROVE CONTRACT FOR \$10 WITH PUBLIC SERVICE COMPANY OF OKLAHOMA FOR PURCHASE OF BUILDING AT 209 E. MAIN.**

Frank Phillips, PSO Representative, gave a history of the acquisition of the building, which is being renovated to house the WPD. Ch Bias stated the move will take several weeks to accomplish. President

Haynes stated the move is advantages in several ways: police presence more obvious on Main Street and it's closer to jail. Attorney Brown stated there is no problem with the contract.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO APPROVE CONTRACT FOR \$10 WITH PUBLIC SERVICE COMPANY OF OKLAHOMA FOR PURCHASE OF BUILDING AT 209 E. MAIN STREET.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

**11. DISCUSS AND TAKE ACTION TO APPROVE THE LEASE/PURCHASE AGREEMENT WITH AXON ENTERPRISE, INC., FOR \$8,400 FOR SIX (6) TASERS.**

WPD CH Bias stated this is a lease agreement with replacement each year of outdated tasers which will be financially advantageous long term to the City. At end of 5 years, all tasers will be turned in for new ones. The annual payment of \$1,680 will be included in future budgets; the annual "Bull Bash" fund raiser on 29 September will ensure sufficient funds are available this year. There is a current strict taser policy in place.

MOTION BY SIMS, SECOND BY KENDALL, TO APPROVE THE LEASE/PURCHASE AGREEMENT WITH AXON ENTERPRISE, INC., FOR \$8,400 FOR SIX (6) TASERS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

**12. DISCUSS AND TAKE ACTION TO APPROVE RESOLUTION 18-1226, SUPPORT OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR WASTEWATER IMPROVEMENTS.**

President Haynes stated this resolution is required for the \$200,000 grant for the rehabilitation of our wastewater collection system within the City. City's share will be no more than \$20,000. While the City will administer the grant process, it is for a PWA project.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE RESOLUTION 18-1226, SUPPORT OF CDBG FUNDING FOR WASTEWATER IMPROVEMENTS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

**13. NEW BUSINESS.** There was no New Business.

**14. ADJOURN:**

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO ADJOURN AT 6:10pm.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

*//ABSENT//*

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**CINDEE BLANKENSHIP, City Clerk**

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**STEPHEN BRINLEE, Mayor**

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**ALLEN LITTLEJOHN, Ward 1**

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**TERRY HAYNES, Ward 2**

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**DOUG SIMS, Ward 3**

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**MAE MINGS, Ward 4**

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**JULIA KENDALL, Ward 5**