CITY OF WILBURTON

REGULAR SCHEDULED MEETING
July 11, 2019

Public Notice posted July 10, 2019, 2:30p.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **11th day of July, 2019** at **5:35p.m.** in the Wilburton City Hall Council chambers. Note: Mayor Stephen Brinlee was present but left unexpectedly due to an emergency telephone call. President Terry Haynes presided for the remainder of the City Council Meeting. Rev Dana Hugle, 1st Methodist Church, opened the meeting with a prayer followed by President Haynes leading the group in the Pledge of Allegiance. President Haynes requested the Roll Call.

ROLL CALL:

City Clerk Blankenship conducted the roll call with members responding:

LITTLEJOHN	PRESENT	MINGS	PRESENT
HAYNES	PRESENT	KENDALL	PRESENT
SIMS	ABSENT		

CITIZEN COMMENTS:

There was no comment.

1. **DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF JUNE 20, 2019.**

2. **DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF JUNE 28, 2019.**

3. **DISCUSS AND TAKE ACTION TO APPROVE JUNE 2019 CLAIMS FOR PAYMENT.**

4. **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLLS JULY 12 THROUGH AUGUST 8, 2019.**

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO COMBINE AND APPROVE ITEMS #1, #2, #3, AND #4 ON THE AGENDA.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

5 **DISCUSS AND TAKE ACTION TO APPROVE BUDGET AMENDMENTS #13 (GEN FUND, $35,540); #14 (WPWA, $82,600); AND #16 (STREET, $25,926). (Tabled June 28, 2019)**
City Clerk Blankenship reviewed details for each Amendment. #13, #14, and #16 were transfers of funds to ensure end of year balances were sufficient to cover encumbered amounts. Any amount remaining at end of year was returned to the fund balance.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO APPROVE BUDGET AMENDMENTS #13, #14, and #16.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

6 **DISCUSS AND TAKE ACTION TO APPROVE BID FROM AMERICAN NATIVE ROOFING FOR $12,000 FOR NEW WPD ROOF.** CH Bias stated that even though WPD advertised a request for bids, this bid was the only one received due to the type of roofing material needed. City Attorney Lerblance stated that as long as WPD had advertised, the only bid received can be considered.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE BID OF $12,000 FROM AMERICAN NATIVE ROOFING FOR THE WPD BUILDING.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Abesent		

7 **DISCUSS AND TAKE ACTION TO APPROVE RENEWING OF FRANCHISE FOR VYVE BROADBAND A, LLC, IN CITY OF WILBURTON.** Councilman Littlejohn asked Mr. Elder if there is an issue with the clearance of the Vyve cables with the City. Mr. Elder stated there are a couple of places, specifically named was behind Choctaw. Vyve has been notified, but has not corrected the issue. A discussion followed concerning the need to resolve any issues prior to approving the extension of the franchise with the City.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO TABLE THE ACTION AND TO REQUEST A VYVE REPRESENTATIVE ATTEND THE NEXT CITY COUNCIL MEETING TO ANSWER ANY QUESTIONS FROM COUNCILMEMBERS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

8 **DISCUSS AND TAKE ACTION TO APPROVE TO ALLOW UP TO $50,000 FROM GENERAL FUND FOR ASPHALT OVERLAY IMPROVEMENTS.** Mr. Elder stated the project includes West Cedar behind 3 Sisters to end of street; Birch from end to end; and several short patches to be completed by end of summer. City Attorney stated a detailed listing of streets in project and material needed/ ordered must be created to justify the expenditure.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, APPROVE UP TO $50,000 FROM GENERAL FUND WITH PROVISION A DETAILED LIST TO INCLUDE STREETS AND MATERIAL USED BE GENERATED

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

9 **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF $5,188.75 TO STATEWIDE COMMUNICATIONS, INC, FOR WFD.** Mr. Elder stated this was for repair of the fire repeater on Buffalo Mountain struck by lightning which left the WFD without communication. A claim was turned into the insurance company.

MOTION BY KENDALL, SECOND BY LITTLEJOHN, TO APPROVE PAYMENT OF $5,188.75 TO STATEWIDE COMMUNICATIONS, INC., FOR REPAIR OF WFD EQUIPMENT.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

10 **DISCUSS AND TAKE ACTION TO APPROVE FINAL PAYMENT OF $6,419.00 TO FIRST LIGHT OF TULSA FOR OKLAHOMA DEPARTMENT OF COMMERCE (ODOC) STATE ENERGY PROGRAM (SEP) GRANT 17454 SEP 18.** Ms. Debbie Vega stated the grant to replace current lights with LED lights included all City buildings and has been completed. She stated the grant funds have been mailed; therefore, the reimbursement is on the mail. With receipt of the check, there will be no cost to the City for the SEP project. Mr. Elder stated the LED lighting in both Waste Water and Water Treatment Plants is remarkable. Councilman Littlejohn stated not only the quality of light is better, but the electricity costs should decrease by half or a third.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO APPROVE $6,419.00 TO FIRST LIGHT OF TULSA FOR FINAL PAYMENT FOR ODOC SEP GRANT 17454 SEP 18.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

11 DISCUSS AND TAKE ACTION TO APPROVE FAA INVOICES #3 (DELTA ENG-$29,050) AND #4 (DELTA ENG-$12,450) FOR PROJECT 18006; CONSTRUCT & REHAB APRON, PH II & III. A discussion was held reviewing costs to be reimbursed and status of bid.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE FAA INVOICES #3 AND #4 FOR $41,500.00 FOR PROJECT 18006, CONSTRUCT & REHAB APRON, PHASES II & III.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

12 NEW BUSINESS.

13 ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO ADJOURN AT 6:05pm.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

Cindee Blankenship
CINDEE BLANKENSHIP, City Clerk

Stephen Brinlee
STEPHEN BRINLEE, Mayor

Allen Littlejohn
ALLEN LITTLEJOHN, Ward 1

Terry Haynes
TERRY HAYNES, Ward 2

//ABSENT//
DOUG SIMS, Ward 3

Mae Mings
MAE MINGS, Ward 4

Julia Kendall
JULIA KENDALL, Ward 5