

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
September 12, 2019

Public Notice posted September 11, 2019, 5:30p.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **12th day of September, 2019 at 5:30p.m.** in the Wilburton City Hall Council chambers with Mayor Stephen Brinlee presiding. Mayor Brinlee led the group in the Pledge of Allegiance, after which he requested a Roll Call.

ROLL CALL:

Sitting in for City Clerk Blankenship, DeDe Richardson conducted the roll call with members responding:

LITTLEJOHN	PRESENT	MINGS	PRESENT
HAYNES	PRESENT	KENDALL	PRESENT
SIMS	PRESENT		

CITIZEN COMMENTS:

There was no comment.

1. DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF AUGUST 8, 2019. Councilman Haynes stated Item #6 says “Motion by Brinlee...” As Mayor Brinlee is not a councilman, he does not make motions. Request the minutes be changed to reflect the accurate name of who made the motion which can be verified through listening to the audio tape of the 8 August Council Meeting.
2. DISCUSS AND TAKE ACTION TO APPROVE AUGUST 2019 CLAIMS FOR PAYMENT.
3. DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLLS SEPTEMBER 13 THROUGH OCTOBER 10, 2019.

MOTION BY HAYNES, SECOND BY LITTLEJOHN, TO COMBINE AND APPROVE ITEM #1 (WITH CHANGE), #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 DONATION OF COAL MINE MUSEUM TO CITY OF WILBURTON. Mrs. Gwen Grego, representing the family of Thomas R. Pate, discussed the donation of the Lutie Coal Mine Museum to the City of Wilburton. The museum and artifacts are too large to combine with artifacts in current museum. As the building itself is historical, Ms. Grego’s proposal includes moving the building to be positioned next to the current Wilburton Area Museum, but does not include the artifacts themselves. Ms. Grego stated the family will remove the artifacts and, once the building the moved, loan them for display to the public. Ms. Grego’s proposal included bids for cost of moving the historical building. A discussion followed concerning need to upgrade foundation for new building site; expenses for utilities such as sewer system line needing to be moved; water, etc. The building has not had heat nor air conditioning for past 35 years, so electricity is not required. City Attorney Lerblance stated the moving of the building should be bid out. He additionally suggested the cost of insurance for the building and artifacts should be researched. Councilman Littlejohn ask Ms. Grego if the family is in a hurry to move the building, to which Ms. Grego replied they are in no hurry.

Councilman Haynes thanked Ms. Grego for the offer, stating “This is a very generous donation.”

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO TABLE THE APPROVAL OF DONATION OF LUTIE COAL MINE BUILDING TO CITY OF WILBURTON UNTIL A COST ANALYSIS IS AVAILABLE FOR CONSIDERATION.

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 KRAFTSMAN QUOTES FOR \$8,666.95 (#Q64268-1 FOR \$1,802.60 AND -2 FOR \$6,864.35) FOR PLAYGROUND UPGRADES.**

Debbie Vega, Director, Park & Rec, Presenting.

Ms. Vega discussed the need for the upgrades at each park (Joe Robeson & Rosebure Sports Complex) to remain in compliance for safety regulations. She added a small swing set was donated to the Sports Complex 2 years ago and the material listed is to install the set between the parking lot and the current playground. Councilman Haynes asked where the funds were coming from for quotes. Ms. Vega stated funds are from the Choctaw quarterly donation; she has \$23,000 banked. Councilman Littlejohn ask if the presented quote was only bid received. Ms. Vega stated she received 3 bids: this bid is lowest one.

MOTION BY HAYNES, SECOND BY KENDALL, TO APPROVE KRAFTSMAN QUOTES FOR \$8,666.95 FOR PLAYGROUNDS UPGRADES.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

Ms. Vega presented a Community Development/Park & Recreation Update including status of fall ball leagues; October Softball Tournament; successful use of softball fields by both WHS and City; potential of collaboration with Hartshorne P&R; upcoming events including Halloween Festival at Sports Complex, 2 October Walk to School, City Christmas Tree Program; Halloween project to close off streets at Dollins Addition to limit vehicles to protect walking families; project to replace fencing at Joe Robeson park; and \$36,000 grant application to TSET, Gold Level, for any approved City project.

6 **DISCUSS AND TAKE ACTION TO APPROVE INVOICE FOR \$352.40 FROM HARBER A/C FOR WPD SERVICE.** Mayor Brinlee stated WPD did not get purchase order prior to need for service, but the service call was necessary. City Attorney Lerblance stated purchase orders (PO) are necessary to ensure payment amounts are encumbered and funds are available.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE INVOICE FOR \$352.40 FROM HARBER A/C FOR WPD SERVICE CALL.

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 INVOICE FOR \$1,932.14 FROM EMERGENCY APPARATUS MAINTENANCE, INC. FOR SERVICE TO WFD PUMPER.**

Mayor Brinlee stated this is another instance of a department not obtaining a PO before a service is obtained. He stated he would talk to the Chief of the WPD and Chief of the WFD to ensure they know the importance of POs.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE PAYMENT OF \$1,932.14 TO EMERGENCY APPARATUS MAINTENANCE, INC, FOR INVOICE FOR WFD PUMPER REPAIR.

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 AIP PROJECT NO. 3-40-0107-008-2019, FAA GRANT FOR NO MORE THAN \$523,500 FOR PHASE II, REHABILITATE/CONSTRUCT APRON AT WILBURTON MUNICIPAL AIRPORT.** Mayor Brinlee stated this is the grant approved earlier but with changes made in work details to ensure grant is in line with available funds. City amount (10%) will be paid incrementally with contractor submitted invoices during construction.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE AIP PROJECT NO. 3-40-0107-008-2019, FAA GRANT FOR NO MORE THAN \$523,500 FOR PHASE II, REHABILITATE/CONSTRUCT APRON AT WILBURTON MUNICIPAL AIRPORT.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

9 NEW BUSINESS.

A. Councilman Sim stated he had received calls from citizens asking how to deal with the animal control issues since we do not have an Animal Control Officer. Mayor Brinlee stated it was a matter of one person working 365 days a year or having the duties divided by 3 people. Citizens are to call City Hall during office hours of Monday thru Friday, 8am to 4:30pm. After hours, weekends, and holidays, citizens should call Dispatch who, in turn, will notify WPD of issue. WPD has increased the number of tickets issued for uncontrolled dogs. Councilman Littlejohn stated this information should be available on our website and on our City Facebook page.

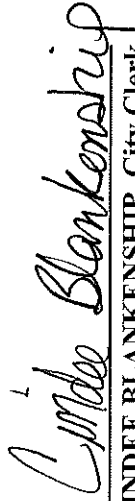
B Councilman Littlejohn asked about the policy on sharing event information and flyers from other Organizations concerning upcoming events. Ms. Vega stated she had discussed the legality of Sharing information with an historical archivist who advised against sharing. If negative remarks or opinions are written on our website and a subsequent lawsuit is filed, we are responsible, even though it was not our original information. However, with express permission, we are glad to share information and flyers. She stated we are developing a written policy, but currently do not have one.

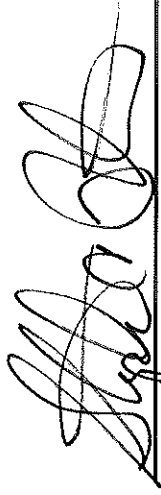
10 ADJOURN:

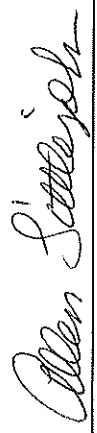
MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO ADJOURN AT 5:58pm.

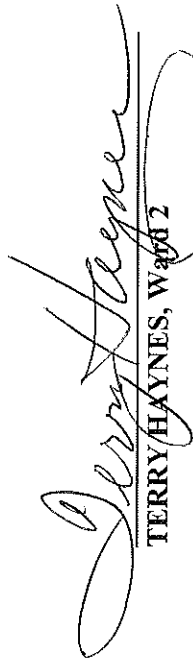
Upon roll call, members present voted as follows:

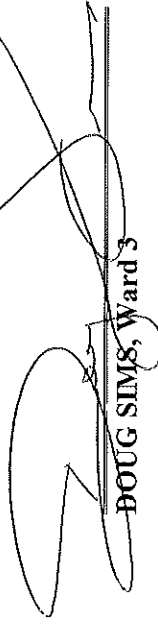
LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

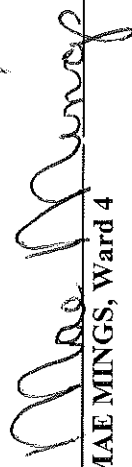

CINDEE BLANKENSHIP, City Clerk


STEPHEN BRINLEE, Mayor


ALLEN LITTLEJOHN, Ward 1


TERRY HAYNES, Ward 2


DOUG SIMS, Ward 3


MAE MINGS, Ward 4


JULIA KENDALL, Ward 5