CITY OF WILBURTON

REGULAR SCHEDULED MEETING
February 13, 2020

Public Notice posted February 12, 2020, 9:30a.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **13th day of February, 2020** at **5:30p.m.** in the Wilburton City Hall Council chambers with Mayor Stephen Brinlee presiding. Rev Bud Vinson, Centerpoint Baptist Church, opened the meeting with a prayer after which Mayor Brinlee led the group in the Pledge of Allegiance. The Roll Call was conducted with the following results.

ROLL CALL:
City Clerk Blankenship conducted the roll call with members responding:

LITTLEJOHN	PRESENT	MINGS	ABSENT
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 JANUARY 9, 2020.**

2. **DISCUSS AND TAKE ACTION TO APPROVE JANUARY 2020 CLAIMS FOR PAYMENT.**

3. **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLLS FEBRUARY 14 THROUGH MARCH 12, 2020.**

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO COMBINE AND APPROVE FIRST THREE (3) ITEMS ON THE AGENDA.
Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

4. **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT FOR $80,234.85 TO BUILT RIGHT CONSTRUCTION AS CONTRACTOR'S PAY APPLICATION #5 FOR CDBG SEWER SYSTEM IMPROVEMENTS, WI-17-02. Crysta Watson, Infrastructure Solutions Group (ISG), Presenting.** Ms. Watson discussed the difficult weather issues Built Right Construction has been working through.

MOTION BY SIMS, SECOND BY KENDALL, TO APPROVE PAYMENT FOR $80,234.85 TO BUILT RIGHT CONSTRUCTION AS CONTRACTOR'S PAY APPLICATION #5 FOR CDBG SEWER SYSTEM IMPROVEMENTS, WI-17-02.
Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

5 **DISCUSS AND TAKE ACTION TO APPROVE CHANGE ORDER #2 FOR CDBG SEWER SYSTEM IMPROVEMENTS, WI-17-02. Crysta Watson, ISG, Presenting.**
Change Order #2 is to cover the weather-related delays. Requests extension of 60 days to 3 March.

MOTION BY HAYNES, SECOND BY LITTLEJOHN, TO APPROVE CHANGE ORDER #2 FOR CDBG SEWER SYSTEM IMPROVEMENTS, WI-17-02.
Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

6 **DISCUSS AND TAKE ACTION TO APPROVE ISG INVOICE W1-17-02-09 FOR ENGINEERING SERVICES FOR $7,831.00 ($2,747 AND $5,084) FOR CDBG SEWER SYSTEM IMPROVEMENTS. Crysta Watson, ISG, Presenting**

Ms. Watson stated this invoice is for progressive services for the project to include inspections, etc.

MOTION BY HAYNES, SECOND BY SIMS, TO APPROVE ISG INVOICE W1-17-02-09 FOR ENGINEERING SERVICES FOR $7,831.00 ($2,747 AND $5,084) FOR CDBG SEWER SYSTEM IMPROVEMENT .

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

7 **DISCUSS AND TAKE ACTION TO APPROVE EMERGENCY APPARATUS MAINTENANCE, INC., INVOICE FOR $787.05 FOR WFD EMERGENCY SERVICE CALL.** City Clerk Blankenship explained this was a second invoice unexpectedly received to pay for the WFD emergency service call. The first invoice was addressed at the January City Council meeting for the pumper repair. Councilman Haynes asked why this small amount was on the agenda. City Attorney Lerblance explained that when no purchase order number is issued first, the approval has to come from the City Council.

MOTION BY SIMS, SECOND BY KENDALL, TO APPROVE EMERGENCY APPARATUS MAINTENANCE, INC., INVOICE FOR $787.05 FOR WFD EMERGENCY SERVICE CALL.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

8 **DISCUSS AND TAKE ACTION TO APPROVE DELTA AIRPORT CONSULTANTS INVOICE #005 ($17,709.50); AND RELATED FAA 3-40-0107-008-2019 REQUEST FOR REIMBURSEMENT #1 FOR $17,738.00 – CONSTRUCT & REHAB APRON, PH II & III. (CIVIL DESIGN SOLUTIONS, PLLC INVOICE #1 [$2,000.00] WAS APPROVED/PAID IN OCTOBER 2019.)** City Clerk Blankenship stated this will be paid by FAA Grant funds. City Clerk Blankenship stated the auditor suggested individual agenda items for this and the next two items to ensure clarity.

MOTION BY HAYNES, SECOND BY KENDALL, TO APPROVE DELTA AIRPORT CONSULTANTS INVOICE #005 ($17,709.50); AND RELATED FAA 3-40-0107-008-2019 REQUEST FOR REIMBURSEMENT #1 FOR $17,738.00 – CONSTRUCT & REHAB APRON, PH II & III.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

9 **DISCUSS AND TAKE ACTION TO APPROVE DELTA AIRPORT CONSULTANTS INVOICE #0006 ($6,331.17) AND RELATED FAA 3—40-0107-008-2019 REQUEST FOR REIMBURSEMENT #2 FOR $5,698.00 – CONSTRUCT & REHAB APRON, PH II & III.**

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE DELTA AIRPORT CONSULTANTS INVOICE #006 ($6,331.17) AND RELATED FAA 3-40-0107-008-2019 REQUEST FOR REIMBURSEMENT #2 FOR $5,698 – CONSTRUCT & REHAB APRON, PH II & III.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

10 **DISCUSS AND TAKE ACTION TO APPROVE DELTA AIRPORT CONSULTANTS INVOICE #007 ($23,408.39); GCC ENTERPRISES INVOICE #2748 FOR $171,810.00; AND RELATED FAA 3-40-0107-008-2019 REQUEST FOR REIMBURSEMENT #3 FOR $175,697.00- CONSTRUCT & REHAB APRON, PH II & III.**

Mayor Brinlee stated these are first contractor pay requests. He distributed pictures he took today of completed work to date. The 90% completed job will be inspected 14 February to ensure accuracy of contractor's work; however, it appears work is on schedule. Remaining is painting lanes and tie downs and seeding when all is complete. A discussion followed concerning the amount of the grant, the amount City is responsible for paying, and the method used for grant funds receipt.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE DELTA AIRPORT CONSULTANTS INVOICE #007 ($23,408.39); GCC ENTERPRISES INVOICE #2748 FOR $171,810.00; AND RELATED FAA 3-40-0107-008-2019 REQUEST FOR REIMBURSEMENT #3 FOR $175,697.00- CONSTRUCT & REHAB APRON, PH II & III.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

11 DISCUSS AND TAKE ACTION TO APPROVE DELTA AIRPORT CONSULTANTS INVOICE #008 ($23,30,562.69), GCC ENTERPRISES INVOICE #2754 FOR $249,990.00; AND RELATED FAA 3-40-0107-008-2019 REQUEST FOR REIMBURSEMENT #4 FOR $252,497.00 – CONSTRUCT & REHAB APRON, PH II & III.

MOTION BY HAYNES, SECOND BY SIMS, TO APPROVE DELTA AIRPORT CONSULTANTS INVOICE #008 ($23,30,562.69), GCC ENTERPRISES INVOICE #2754 FOR $249,990.00; AND RELATED FAA 3-40-0107-008-2019 REQUEST FOR REIMBURSEMENT #4 FOR $252,497.00 – CONSTRUCT & REHAB APRON, PH II & III.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

12 DISCUSS AND TAKE ACTION TO APPROVE BUDGET AMENDMENTS FOR FAA 3-40-0107-008-2019 ACTIVITY WITH $58,167.00 CITY'S MATCH PORTION COMING FROM GENERAL FUND FOR PROJECT 18006, CONSTRUCT & REHAB APRON, PH II & III.
City Clerk Blankenship stated this was on the agenda per Auditor's request to ensure compliance.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE BUDGET AMENDMENTS FOR FAA 3-40-0107-008-2019 ACTIVITY WITH $58,167.00 CITY'S MATCH PORTION COMING FROM GENERAL FUND FOR PROJECT 18006, CONSTRUCT & REHAB APRON, PH II & III.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

13. DISCUSS AND TAKE ACTION TO APPROVE PLATTE MAP FOR CHOCTAW NATION ON HWY 2 NORTH. Mayor Brinlee stated the platte map for the new Choctaw housing required approval by the City Council. President Haynes discussed this was largest housing development in 60 years and included 68 identified lots on map which includes 20 single family houses and 10 handicap unit. Councilman Littlejohn discussed the landscaping and great care the Choctaws have for their properties.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE PLATTE MAP FOR CHOCTAW NATION CONSTRUCTION ON HWY 2 NORTH.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

14. NEW BUSINESS.

No New Business was addressed.

15. ADJOURN:

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

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
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

//ABSENT//

MAE MINGS, Ward 4

JULIA KENDALL, Ward 5