

CITY OF WILBURTON

REGULAR MEETING

April 13, 2023

Public Notice posted April 12, 2023, 4:00pm, for City Council Meeting.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Meeting** held on the **13th day of April 2023** at **5:30pm** with Council President Terry Haynes presiding: Rev Cindy Shero, Salt of the Earth Church, led the group in prayer after which President Haynes led the group in the Pledge of Allegiance. This was followed by the Roll Call conducted by the City Clerk Cindee Blankenship.

ROLL CALL:

City Clerk Blankenship conducted the Roll Call with members responding:

LITTLEJOHN	PRESENT	GOAD	ABSENT
HAYNE	PRESENT	KENDALL	PRESENT
SIMS	ABSENT		

President Hayes declared a quorum present with three of the five Council Members present.

CITIZEN COMMENTS:

There were no sign-ins on the Citizen Comment Sign-In Sheet.

1. **DISCUSS AND TAKE ACTION TO APPROVE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF MARCH 9, 2023.**
2. **DISCUSS AND TAKE ACTION TO APPROVE MINUTES OF SPECIAL CITY COUNCIL MEETING OF MARCH 15, 2023.**
3. **DISCUSS AND TAKE ACTION TO APPROVE MARCH 2023 CLAIMS FOR PAYMENT.**
4. **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLLS APRIL 14 THROUGH MAY 11, 2023.**

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE FIRST FOUR ITEMS ON THE AGENDA. PRESIDENT HAYNES ASKED IF THERE WAS ANY DISCUSSION.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	<i>Absent</i>
HAYNES	Yes	KENDALL	Yes
SIMS	<i>Absent</i>		

5. PRESENTATION OF MOST CURRENT ACTUARY REPORT.

**CHRIS WHATLEY, OMRF
DISCUSSION ONLY**

Mr. Whatley thanked the Council for the opportunity to present and explain the application of the latest Actuary Report to the City of Wilburton. He first defined the City's OMRF (Oklahoma Municipal Retirement Fund) plan with the history to current costs to City and employees. He reviewed the Report's specific areas applicable to the City stating the City is paying down liability initially incurred and currently being paid off. He described the seven plan levels available: City started at lowest level (Plan C) and indicated a desire to move up a level to Plan B. Mr. Whatley then answered Council Members questions. President Haynes thanked him for the informative presentation.

6. DISCUSS AND TAKE ACTION TO APPROVE ORDINANCE 23-1109, UPGRADE OF RETIREMENT PROGRAM FROM LEVEL C TO LEVEL B WITH OMRF EFFECTIVE JULY 1, 2023.

President Haynes reminded the Council the Level B costs increase Employee Contribution to 2.25% and the City's Contribution rate to 4.88% which increases the retirement benefits to 50% higher and would become effective July 1, 2023. President Haynes asked if there was any further discussion necessary.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE ORDINANCE 23-1109, UPGRADE OF RETIREMENT PROGRAM FROM LEVEL C TO LEVEL B WITH OMRF EFFECTIVE JULY 1, 2023.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	<i>Absent</i>
HAYNES	Yes	KENDALL	Yes
SIMS	<i>Absent</i>		

11. DISCUSS AND TAKE ACTION TO APPROVE FROM LATIMER STATE BANK & FIRST NATIONAL BANK ACCOUNT SIGNATURE CARDS REMOVAL OF KARSYN BRIGANCE AND ADDITION OF DUSTI WILCOX. President Haynes stated this a routine matter prompted by a change in personnel. This ensures the City Clerk has an additional person to pick up the bank bag at each bank. He asked for discussion.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE REMOVAL FROM LATIMER STATE BANK AND FIRST NATIONAL BANK ACCOUNTS SIGNATURE CARDS KARSYN BRIGANCE AND ADDITION OF DUSTI WILCOX TO PICK UP BANK BAG.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	<i>Absent</i>
HAYNES	Yes	KENDALL	Yes
SIMS	<i>Absent</i>		

12. DISCUSS AND TAKE ACTION TO APPROVE INVOICE FOR \$9000 FOR WHEELER CONCRETE FOR LABOR; \$6,868 FOR TWIN CITIES FOR CONCRETE; AND \$1575 FOR ALFORD METAL FOR REBAR FOR CONSTRUCTION OF WFD DRIVEWAY WITH FUNDS PROVIDED BY KEDDO REAP GRANT. Dir Elder stated the funds are from a REAP grant already approved. The quote is the cheapest contractor that could found. In order to have enough funds to also install electrical lines, he received from the contractor approval to “piece meal” the material (concrete and rebar). The contractor will start upon approval and should complete the project next week.

MOTION BY KENDALL, SECOND BY LITTLEJOHN, TO APPROVE INVOICE FOR \$9000 FOR WHEELER CONCRETE FOR LABOR; \$6,868 FOR TWIN CITIES FOR CONCRETE; AND \$1575 FOR ALFORD METAL FOR REBAR FOR CONSTRUCTION OF WFD DRIVEWAY WITH FUNDS PROVIDED BY KEDDO REAP GRANT.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	<i>Absent</i>
HAYNES	Yes	KENDALL	Yes
SIMS	<i>Absent</i>		

ADDED AGENDA ITEM WITH CORRECT TERMS FROM AGENDA ITEM #9:

14. DISCUSS AND TAKE ACTION TO APPROVE ORDINANCE 23-1110 AMENDING PUBLIC WORKS DEPARTMENT JOB DESCRIPTION WITH ADDITION OF FIVE (5) DUTIES.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE AMENDING ORD 23-1110 WITH ADDITION OF FIVE (5) DUTIES TO THE PUBLIC WORKS DEPARTMENT JOB DESCRIPTION.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	<i>Absent</i>
HAYNES	Yes	KENDALL	Yes
SIMS	<i>Absent</i>		

15. NEW BUSINESS.

There was no new business to discuss.

COUNCIL COMMENTS:

Councilman Littlejohn stated he wanted to thank Mayor Brinlee for his 16 years of service as Mayor of the City. President Haynes concurred and stated that both Mayor Brinlee and Councilman Sims have served as the best mold of public servants and they have served well in the governance of the City.

16. ADJOURN.

MOTION BY LITTLELJOHN, SECOND BY KENDALL, TO ADJOURN AT 6:40pm.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	<i>Absent</i>
HAYNES	Yes	KENDALL	Yes
SIMS	<i>Absent</i>		

CINDEE BLANKENSHIP, City Clerk

//ABSENT//
STEPHEN BRINLEE, Mayor

ALLEN LITTLEJOHN, Ward 1

TERRY HAYNES, Ward 2

//ABSENT//
DOUG SIMS, Ward 3

//ABSENT//
JAYME GOAD, Ward 4

JULIA KENDALL, Ward 5