

CITY OF WILBURTON

SPECIAL MEETING

March 15, 2023

Public Notice posted March 13, 2023, 5:30pm, for City Council Meeting.

Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Special Meeting** held on the **15th day of March 2023** at **5:40pm** with Vice Mayor Terry Haynes presiding: Roll Call was conducted by the City Clerk.

ROLL CALL:

City Clerk Cindee Blankenship conducted the Roll Call with members responding:

LITTLEJOHN	PRESENT	GOAD	PRESENT
HAYNE	PRESENT	KENDALL	PRESENT
SIMS	ABSENT		

CITIZEN COMMENTS:

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

1. **DISCUSS AND TAKE ACTION TO APPROVE \$374,444 FOR CITY STREETS OVERLAY PROJECT.** PWA Dir Mike Elder explained this is a continuation of the Overlay Project initiated in 2021, again in 2022 and earlier in 2023 for a few of the streets. Due to various issues such as asphalt plant burning down, COVID, and increased costs, he has been unable to complete the project. Dir Elder described the precise streets suggested and the cost breakdown for the project. Vice Mayor Haynes asked if the prior approval for specific streets would have to be re-approved due to the change in cost and time passed. The answer given was yes. Councilman Littlejohn asked where the funds would be taken from. City Clerk Blankenship give a breakdown of available funds in both General and Capital Improvement Funds. She also explained that some of the funds for this project have been encumbered based on prior Council approval. Dir Elder stated he would like time to present a more complete breakdown of costs at next City Council Meeting.

MOTION BY GOAD, SECOND BY KENDALL, TO TABLE APPROVAL OF \$374,444 FOR CITY STREETS OVERLAY PROJECT.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

2. **DISCUSS AND TAKE ACTION TO APPROVE ORDINANCE 23-1107 AMENDING ELECTED OFFICIALS’ SALARIES.** **TABLED FEBRUARY 9, 2023**

Vice Mayor Haynes discussed the change in wages as presented at February 9th City Council Meeting. City Attorney LerBlance reminded the Council that only those elected positions (Mayor, WPD Chief & Wards 1, 3, & 5 Council Members) taking office this year after the ordinance is approved will see the increase in salary. The City Clerk and Wards 2 & 4 Council Members will have to wait until there is another election to see the increase. Vice Mayor Haynes asked if the Vice Mayor should receive an extra stipend for duties in that position. City Attorney Lerblance stated the statues and ordinance provides a specific amount for council members, but not any extra pay for extra duties.

MOTION BY GOAD, SECOND BY KENDALL, TO APPROVE ORDINANCE 23-1107 AMENDING ELECTED OFFICIALS’ SALARIES.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Absent		

3. **DISCUSS AND TAKE ACTION TO REVIEW AND POSSIBLY AMEND JOB DESCRIPTION FOR MAYOR, CITY OF WILBURTON.** Vice Mayor Haynes remarked that the duties have been altered, added and supplemented over the past 16 years and needs to be reviewed for current relevancy. Dir Elder stated that through the mayor’s tenure, duties and authority had been increased as the Council increased its trust in his shown performance. It is recommended the job description revert back to the original ordinance description.

City Attorney Lerblance stated the statute. A discussion followed concerning specific items and duties, skills and knowledge and legality of terms. Councilman Littlejohn discussed the need to specifically address the amount the mayor’s allowed to approve which is currently \$5,000. It was determined more time is needed to address the job description ordinance.

MOTION BY LITTLEJOHN, SECOND BY GOAD, TO TABLE POSSIBLE AMENDMENT OF MAYOR’S JOB DESCRIPTION.

Upon roll call, members voted as follows:

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

- 4 DISCUSS AND TAKE ACTION TO APPROVE ONE OF THREE QUOTES FOR CARPET FOR THE LATIMER COUNTY PUBLIC LIBRARY.** Vice Mayor Haynes stated the two quotes received are not very clear and discussed the issues of the quotes. Dir Elder stated the Library preferred the Mission Carpet & Floors bid, stating the current carpet was installed in 1995. City Clerk Blankenship discussed the issues when Mill Creek was used at Senior Citizens Center. A discussion followed comparing the two quotes received for price and services listed. Dir Elder stated the funds would be taken from Capitol Improvement Funds. Vice Mayor Haynes asked if there is a timeline for installation to which Dir Elder remarked that will be a Library and carpet store decision.

MOTION BY GOAD, SECOND BY KENDALL, TO APPROVE QUOTE FOR \$38,619.50 FROM MISSION CARPET & FLOORS FOR THE LATIMER COUNTY PUBLIC LIBRARY.

Upon roll call, members voted as follows:

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

- 5 DISCUSS AND TAKE ACTION TO APPROVE ONE OF THREE QUOTES TO PURCHASE A 40HP SUPER 105” HUSTLER ZERO TURN MOWER FOR THE STREET DEPARTMENT.** Dir Elder stated the current equipment is in bad shape and with the huge amount of mowing needed of the City’s 4 right of ways, the City street easements, and the vacant lots, it is a huge job: he has someone mowing every day. With the purchase of a 104” Super Mower, one mower can do the work of two smaller ones in the same time. When asked which of the mowers he favored, Dir Elder stated that he talked to the mechanics who recommended the Vanguard motor over the Kawasaki for durability. Vice Mayor Haynes asked the length of time for delivery to which Dir Elder stated it would be 3 to 4 weeks. He also discussed the number of mowers on hand and daily maintenance program. He stated the funds would come from Capital Improvement Fund.

MOTION BY LITTLEJOHN, SECOND BY GOAD, TO APPROVE QUOTE OF \$26,999.78 FROM WHITE’S TRACTORS & EQUIPMENT FOR THE SUPER 104’ TRACTOR, MODEL 943225, WITH A VANGUARD EFI 40 HP MOTOR, WITH FUNDS TAKEN FROM CAPITOL IMPROVEMENT.

Upon roll call, members voted as follows:

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

- 6 ADJOURN.**
MOTION BY LITTLELJOHN, SECOND BY HAYNES, TO ADJOURN AT 6:21pm.

Upon roll call, members voted as follows:

LITTLEJOHN	Yes	GOAD	Yes
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

JAYME GOAD, Ward 4

JULIA KENDALL, Ward 5