

CITY OF WILBURTON

REGULAR MEETING

October 12, 2023

Public Notice posted October 6, 2023, 4:30pm

Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Meeting** held on the **12<sup>th</sup> day of October 2023** at **5:34pm** with Mayor Loran Mayes presiding. Mayor Mayes led the group in the Pledge of Allegiance followed by Rev Cindy Shero, Salt of the Earth Church, who prayed for the City Council meeting and attendees. The Roll Call was then conducted by the City Clerk.

ROLL CALL:

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

|            |         |         |         |
|------------|---------|---------|---------|
| LITTLEJOHN | PRESENT | GOAD    | PRESENT |
| HAYNES     | PRESENT | KENDALL | PRESENT |
| COCKE      | PRESENT |         |         |

CITIZEN COMMENTS:

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

1. DISCUSS AND TAKE ACTION TO APPROVE CONSENT AGENDA:
- A. MINUTES OF THE REGULAR CITY COUNCIL MEETING OF SEPTEMBER 12, 2023.
- B. SEPTEMBER 2023 CLAIMS.
- C. PAYMENT OF PAYROLLS OCTOBER 13 THROUGH NOVEMBER 9, 2023.
- Mayor Mayes asked if there was any item that needed to be withdrawn for further discussion from the Consent Agenda. There was none.

MOTION BY LITTLEJOHN, SECOND BY GOAD, TO APPROVE CONSENT AGENDA.

Upon roll call, members voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | GOAD    | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| COCKE      | Yes |         |     |

- 2 DISCUSS AND TAKE ACTION TO APPROVE BUDGET AMENDMENT (BA) #5 FOR \$52,021 FOR COMPRESSOR FOR WFD USING ARPA BEGINNING FUND BALANCE.
- City Clerk Blankenship explained the purchase was approved at the September City Council Meeting and this is to approve the funding source.

MOTION BY HAYNES, SECOND BY LITTLEJOHN, TO APPROVE BA #5 FOR \$52,021 FOR COMPRESSOR FOR WFD USING ARPA BEGINNING FUND BALANCE.

Upon roll call, members voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | GOAD    | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| COCKE      | Yes |         |     |

- 3 DISCUSS CODIFICATION OF 2022 CITY CODE. (Note: Available at [CodeMgmt.net](#)), DISCUSSION ONLY.
- Mayor Mayes stated the 2022 Codified City Code was never officially approved by the City Council. The contract calls for an update in February 2024, which gives the time from original codification for any discrepancies, additions, or deletions to be determined. At the time we determine it is accurate and up to date, the City Code will be digitally added to the website, as well as added to the Latimer County Official Document Library. From that time forward any added ordinances will be automatically added once reported, keeping it current. Obviously, it requires a lengthy time for review; thus, the reason for “Discussion Only”. Councilman Haynes asked if this version includes all ordinances approved by the Council. Dir Elder replied it includes all ordinances not rescinded since the City was chartered. Councilwoman Cocke asked if the City Code should be approved by those councilwomen elected since the codification. Mayor Mayes replied the schedule set forth to approve is every two years which would ensure approval after each election cycle.
- Mayor Mayes stated once the City Code has been determined to be current, the Council will review and approve. It will then remain current for any council member or citizen’s review.

4. DISCUSS AND TAKE ACTION TO APPROVE LANDSCAPING CONTRACT WITH JASON BELL.
- Mayor Mayes stated this contract requires Council approval even though the cost is within the amount she is allowed to encumber as it is a new, expanded contract and she wanted the Council Members to be aware.

Mr. Bell was formerly employed to take care of the Main Street flower boxes and Chamber of Commerce. This new contract includes all City-owned property. The labor cost is more as well as this contract calls for plant purchase costs. Councilman Littlejohn stated he observed Mr. Bell driving the City pickup while taking care of the boxes. Mayor Mayes explained that he formerly was hired as a part-time employee and then filled in the vacant Parks & Recreation (P&R) Director duties. We have now cleared that up with the hiring of the P&R Director. The P&R vehicle is currently at the Park. This contract is being approved with Mr. Bell as a contractor with contractor terms. A discussion followed concerning the need for Mr. Bell to furnish the “Affidavit of Exempt Status Under Administrative Workers’ Compensation Act”. Additionally, Mr. Bell must furnish his own vehicle during the performance of his duties as a contractor. Councilman Haynes commented Main Street looks great: he is doing a good job.

MOTION BY COCKE, SECOND BY KENDALL, TO APPROVE LANDSCAPING CONTRACT WITH ADDITIONAL TERMS INDICATING HE USE HIS OWN VEHICLE AND SUBMISSION OF THE “AFFIDAVIT OF EXEMPT STATUS UNDER ADMINSTRATIVE WORKERS’ COMPENSATION ACT” FORM.

Upon roll call, members voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | GOAD    | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| COCKE      | Yes |         |     |

5. NEW BUSINESS.

There was no new business to discuss.

6. ADJOURN.

MOTION BY HAYNES, SECOND BY COCKE, TO ADJOURN AT 5:44pm.

Upon roll call, members voted as follows:

|            |     |         |     |
|------------|-----|---------|-----|
| LITTLEJOHN | Yes | GOAD    | Yes |
| HAYNES     | Yes | KENDALL | Yes |
| COCKE      | Yes |         |     |

Cindee Blankenship  
CINDEE BLANKENSHIP, City Clerk

Loran Mayes  
LORAN MAYES, Mayor

Allen Littlejohn  
ALLEN LITTLEJOHN, Ward 1

Terry Haynes  
TERRY HAYNES, Ward 2

Sara Jane Cocke  
SARA JANE COCKE, Ward 3

JAYME GOAD, Ward 4

JULIA KENDALL, Ward 5