

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
December 12, 2013

Public Notice posted December 10, 2013, 4:15 p.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **12th** day of **December**, 2013 at **6:05p.m.** in the Wilburton City Hall Council Chambers. Mayor Stephen Brinlee presiding. Upon roll call, members answered:

LITTLEJOHN	PRESENT	MINGS	PRESENT
NEERING	PRESENT	KENDALL	PRESENT
NIX	PRESENT		

CITIZEN COMMENTS: None

1. DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING ON DECEMBER 12, 2013.

MOTION BY LITTLEJOHN, SECOND BY NEERING, TO COMBINE AND APPROVE ITEMS #1, #2, and #3 ON THE AGENDA: APPROVE THE MINUTES OF NOVEMBER 14, 2013 REGULAR MEETING; APPROVE PAYMENT CLAIMS FOR NOVEMBER 2013; AND APPROVE PAYMENT OF PAYROLL FOR DECEMBER 13, 2013 THRU JANUARY 9, 2014 PAYROLL PERIODS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

4. DISCUSS AND TAKE ACTION TO APPROVE BUDGET ADJUSTMENTS (MULTIPLE LISTED). Mayor Brinlee stated the budget adjustments are to ensure the budget is on track at this midyear point in the fiscal year. Due to reduced city sales tax receipts, the budget has a shortfall of \$27,000. We have taken several measures to handle this issue to ensure we do not reduce the General Fund to a precarious balance, we have adjusted other accounts/funds I have measures in place to monitor every purchase by asking every department head to monitor spending and requiring my signature for every purchase order.

Councilman Nix asked if we are receiving reimbursement for claims submitted for fire runs. Mayor Brinlee stated the City has filed several claims and is awaiting the reimbursement. A discussion followed reference authority and jurisdiction of each fire department to file a claim and the income generated by the claim payment.

MOTION BY LITTLEJOHN, SECOND BY NIX, TO APPROVE BUDGET ADJUSTMENTS AS PRESENTED/LISTED..

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

5. DISCUSS AND TAKE ACTION TO APPROVE ORDINANCE 13-1088 AMENDING CITY CODE, CHAPTER 4, SECTION 4-103, TO UPDATE THE INTERNATIONAL BUILDING CODE STANDARDS AND APPENDICES TO THE LATEST VERSION, RULING ANY PREVIOUS ORDINANCE(S) VOID PERTAINING TO OUTDATED NATIONAL CODES AND FULLY ADOPTING THE NEWEST VERSION OF THE CODE. City Inspector Mike Elder stated a need for the Wilburton City Code to reflect the latest standards as requirements for inspections. By adopting this Ordinance, the City will have a higher International Standardization Organization rate which will lower the City's insurance costs.

MOTION BY NIX, SECOND BY LITTLEJOHN, TO APPROVE ORDINANCE 13-1088, AMENDING CITY CODE, CHAPTER 4, SECTION 4-103, TO UPDATE THE INTERNATIONAL BUILDING CODE STANDARDS AND APPENDICES TO THE LATEST VERSION, RULING ANY PREVIOUS ORDINANCE(S) VOID PERTAINING TO OUTDATED INTERNATIONAL BUILDING CODES , AND FULLY ADOPTING THE MOST CURRENT VERSION OF THE CODE..

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

6. DISCUSS AND TAKE ACTION TO APPROVE THE EMERGENCY CLAUSE TO ORDINANCE 13-1088 TO TAKE EFFECT IMMEDIATELY AND BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE AND APPROVAL.

MOTION BY LITTLEJOHN, SECOND BY NEERING, TO APPROVE THE EMERGENCY CLAUSE TO ORDINANCE 13-1088 TO TAKE EFFECT IMMEDIATELY AND BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE AND APPROVAL.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

7. DISCUSS AND TAKE ACTION TO APPROVE TO REPAIR STREET DEPARTMENT CATERPILLAR 12 ROAD GRADER. Mayor Brinlee stated the road grader should be repaired, not sold, especially in light of the winter storm just experienced when its use was critical to clearing of City streets. Street Commissioner Ronnie Massey stated the road grader has new cutting edges and "good rubber" or good tires. The issue is the hydraulic system which is estimated to cost between \$5,000 and \$6,000 to repair; however, the precise cost was not determined before the Council Meeting. Mayor Brinlee suggested the funds be taken from Capitol Improvement and include only repair of the hydraulic system.

MOTION BY NEERING, SECOND BY NIX TO APPROVE UP TO \$10,000 TO REPAIR THE CATERPILLAR 12 ROAD GRADER HYDRAULIC SYSTEM, TAKING FUNDS FROM CAPITOL IMPROVEMENT.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

8. DISCUSS AND TAKE ACTION TO APPROVE CHANGING THE CITY OF WILBURTON EMPLOYEE BENEFITS HANDBOOK LANGUAGE TO ALLOW THE OPTION OF PAYING FOR OVERTIME IN COMPENSATORY TIME AT THE RATE OF 1.5 HOURS OF LEAVE FOR EVERY HOUR OF OVERTIME WORKED.. Mayor Brinlee stated the need to have the written authority to have the option of paying overtime in dollars or compensatory time. Mayor Brinlee stated the decision would be made based on budget needs, and would be monitored so that more than one person on the same crew would not simultaneously be on leave to ensure the staff is available to fill that crew's needs.

MOTION BY LITTLEJOHN SECOND BY NIX, TO APPROVE AMENDING THE CITY OF WILBURTON EMPLOYEE BENEFITS HANDBOOK LANGUAGE TO AUTHORIZE THE MAYOR THE OPTION OF PAYING OVERTIME IN DOLLARS OR COMPENSATORY TIME AT THE RATE OF 1.5 HOURS OF LEAVE FOR EVERY HOUR OF OVERTIME WORKED WITH THE REQUIREMENT THE LEAVE IS TO BE USED WITHIN TWO MONTHS OF THE PAY PERIOD DURING WHICH IT IS EARNED.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

9. DISCUSSION TO UPDATE CURRENT AND FUTURE STATUS OF RECYCLING CENTER BUDGET. Cindi Cox, Recycling Coordinator, presented a hand out to each Councilman and Councilwoman indicating various aspects of the Recycling Center to include number of employees; number of pounds of recycling collected; placement of recycling containers within Latimer County; and the positive growth of recycling. Additionally, she suggested that with the addition of two pieces of equipment (a baler and a chipper), she could increase revenue. She stated she would have the precise generated income to report at the January City Council Meeting. They are looking for grants for the program. Mayor Brinlee suggested there is approximately \$30,000 in the Recycling budget for use for a permanent building. **DISCUSSION ONLY**

10. NEW BUSINESS:

Mayor Brinlee stated the annual City of Wilburton Christmas Party has been scaled down from an evening family dinner to an employees get together on Monday, Dec 23, 1:00, with finger foods due to budget constraints. He invited all the councilmen and women to come.

11. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY NIX, TO ADJOURN.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

CINDEE BLANKENSHIP, City Clerk

STEPHEN BRINLEE, Mayor

ALLEN LITTLEJOHN, Ward 1

BILLY NEERING, Ward 2

DAVID NIX, Ward 3

MAE MINGS, Ward 4

JULIA KENDALL, Ward 5