

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
February 13, 2014

Public Notice posted February 12, 2014, 10:30 a.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **13th** day of **February**, 2014 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 JANUARY 9, 2014.

MOTION BY LITTLEJOHN, SECOND BY NIX, TO COMBINE AND APPROVE ITEMS #1, #2, and #3 ON THE AGENDA: APPROVE THE MINUTES OF JANUARY 9, 2014 REGULAR MEETING; APPROVE PAYMENT CLAIMS FOR JANUARY 2014; AND APPROVE PAYMENT OF PAYROLL FOR FEBRUARY 14 THRU MARCH 13, 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 CONSTRUCTION OF US CELLULAR TOWER OFF 8TH STREET ON PROPERTY OF C&S SEPTIC. PRESENTATION BY VICTOR McALESTER, PROJECT MANAGER. Mr. McAlister stated the objective is to offer wider provider coverage service to the downtown Wilburton area. There are no lights, no noise, and no guide wires involved with tower construction. A City Permit has been obtained and all requirements have been met.

MOTION BY NIX, SECOND BY NEERING, TO APPROVE CONSTRUCTION OF THE US CELLULAR TOWER OFF 8TH STREET ON PROPERTY OF C&S SEPTIC.

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 \$16,158.34 FOR SOFTWARE UPGRADE FROM SUTTERFIELD TECHNOLOGIES. Mayor Brinlee stated the bid in packets for a software upgrade came after numerous meetings between all affected staff members and the developer, Mr. Sutterfield.

City Clerk Cindee Blankenship stated use of the current software through INCODE has become very expensive. Each time she has called for info/changes/explanations, it costs City of Wilburton many dollars. INCODE has charged Wilburton more for use in the past 4 months than Sutterfield is charging for a full year. As for training, she must fly to Lubbock, Texas, to train which is costly: Sutterfield Technologies offers free training.

Ch Bias stated the current INCODE system for traffic and court entries has not been operational since October. He wants to upgrade as this software has more options.

Mayor Brinlee stated INCODE is the "Cadillac system" with many modules for various functions like budget assistance.

Ms. Blankenship stated Wilburton does not use all of the provided modules; they are unnecessary as they are geared for use in larger cities.

Mayor Brinlee stated the money is available in Capital Improvement Fund. One question which must be answered to make a wise decision is whether or not the new software would be compatible with our auditor's system.

MOTION BY LITTLEJOHN, SECOND BY KENDALL TO TABLE PROPOSAL TO PURCHASE SOFTWARE UPGRADE FOR \$16,158.34 FROM SUTTERFIELD TECHNOLOGIES UNTIL MORE RESEARCH ON CAPATIBILITY WITH AUDITORS AND WPD COURT SOFTWARE IS COMPLETED.

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 GREEN FROG FESTIVAL ACTIVITIES ON APRIL 19 TO INCLUDE WAIVING VENDOR FEES AND APPROVAL FOR PUDDLE JUMP RUNS. PRESENTATIONS BY DANA HUGLE AND WADE THOMSON.

Ms. Hugle stated Main Street is returning to the past format but expanding activities to include a talent show and a new event: a “Bomb Explosion” which the Knitting and Crochet Group are providing as a new attraction. 12” squares will be on downtown posts and overnight various colorful attachments are added creating optical art - a “bomb explosion” of color. That weekend is also Wilburton High School Alumni Weekend so will have many visitors already in town.

Street Commissioner Massey asked how to hang banners for two different organizations for same period. Ms. Hugle stated they are working with the Alumni Association to coordinate details of both events and would get back to him.

Mr. Thomson stated the 5K Puddle Jump Run returned to the downtown route by request as it is a safer route. Leigh Baldwin requested scheduling an additional 8K run to the old Goat Hill School and back. Mr. Thomson stated he appreciated the Choctaw’s assistance in the past and is currently working with WPD to ensure security for both routes.

MOTION BY NIX, SECOND BY MINGS, TO APPROVE THE GREEN FROG FESTIVAL ACTIVITIES ON APRIL 19 TO INCLUDE WAIVING VENDOR FEES AND APPROVAL FOR TWO PUDDLE JUMP RUNS, 5K AND 8K.

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 BUDGET ADJUSTMENT OF \$44.99 FROM ANIMAL CONTROL TO WILBURTON POLICE DEPARTMENT FUNDS.

City Clerk Blankenship stated she paid invoice from Animal Control Fund when needed to be taken from Police Department Fund. She noted the amount is small, but the requirement is to get authority from City Council for all budget adjustments.

MOTION BY LITTLEJOHN, SECOND BY NEERING, TO APPROVE \$44.99 BUDGET ADJUSTMENT FROM ANIMAL CONTROL TO POLICE DEPARTMENT FUNDS.

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 BUDGET ADJUSTMENT OF \$500.00 DONATION FROM A-OK RAILROAD TO WILBURTON POLICE DEPARTMENT FUND.

City Clerk Blankenship stated A-OK Railroad had donated \$500 to pay for training a WPD officer in “Interview and Interrogation Techniques”.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPROVE THE BUDGET ADJUSTMENT OF THE \$500.00 A-OK RAILROAD DONATION TO WPD FUND.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

9. DISCUSS AND TAKE ACTION TO APPROVE BUDGET ADJUSTMENT OF \$1500.00 DONATION FROM CHEVRON TO WILBURTON FIRE DEPARTMENT.

City Clerk stated donation sent by Chevron Products was to “help fund local fire department needs”.

MOTION BY NEERING, SECOND BY MINGS, TO APPROVE DONATION FROM

CHEVRON BUDGET ADJUSTMENT OF \$1500.00 FROM GENERAL TO WILBURTON VOLUNTEER FIRE DEPARTMENT FUNDS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

10. DISCUSS AND TAKE ACTION TO APPROVE ORDINANCE #14-1089 AMENDING CITY CODE, CHAPTER 4, SECTION 4-103, 15c. PLUMBING CODE; 15d. MECHANICAL CODE; 15e. ELECTRICAL CODE; 15f. FIRE/LIFE SAFETY CODE; 15g. ENERGY CODE; AND 15h. GAS CODE; ADOPTING ALL INTERNATIONAL AND OKLAHOMA UNIFORM CODES, STANDARDS, AND APPENDICE(S), LATEST VERSION(S), RULING ANY PREVIOUS ORDINANCE(S) PERTAINING TO OUTDATED NATIONAL CODES VOID, FULLY ADOPTING NEWEST VERSION OF THE APPLICABLE CODE.

Mayor Brinlee stated Ordinance 14-1088 adopted by the City Council at January 2014 City Council Meeting applied to only Section 4-103, 15a. Building/Dwelling Code IBC 2006 while this ordinance will ensure only latest version of all listed codes is authorized.

MOTION BY LITTLEJOHN, SECOND BY NEERING TO APPROVE ORDINANCE #14-1089 AMENDING CITY CODE, CHAPTER 4, SECTION 4-103, 15c. PLUMBING CODE; 15d. MECHANICAL CODE; 15e. ELECTRICAL CODE; 15f. FIRE/LIFE SAFETY CODE; 15g. ENERGY CODE; AND 15h. GAS CODE; ADOPTING ALL INTERNATIONAL AND OKLAHOMA UNIFORM CODES, STANDARDS, AND APPENDICE(S), LATEST VERSION(S), RULING ANY PREVIOUS ORDINANCE(S) PERTAINING TO OUTDATED NATIONAL CODES VOID, FULLY ADOPTING LATEST VERSION OF CODES.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

11. DISCUSS AND TAKE ACTION TO APPROVE ORDINANCE #14-1090 AMENDING CITY CODE, CHAPTER 13, SECTION 13-20, TRAFFIC VIOLATIONS BUREAU, TO UPDATE THE SCHEDULE OF FINES. CH Bias stated he compared WPD's current schedule of fines with several surrounding communities and determined the need to raise the fines as well as the "court cost". Income from the court cost will cover salary of City Judge.

Councilman Neering stated he appreciated Ch Bias's initiative in this matter.

MOTION BY LITTLEJOHN, SECOND BY NEERING, TO APPROVE ORDINANCE #14-1090 AMENDING CITY CODE, CHAPTER 13, SECTION 13-20, TRAFFIC VIOLATIONS BUREAU, TO UPDATE THE SCHEDULE OF FINES.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX			

12. DISCUSS AND TAKE ACTION TO APPROVE RESOLUTION #14-1181, SUPPORT OF HOUSE BILL 1875 CORRECTING IMBALANCE OF FEES CHARGED BY STATE OF OKLAHOMA TAX COMMISSION. Mayor Brinlee stated this will not affect Wilburton a great deal, but every little bit of income helps the budget: this will be more helpful to larger cities. This resolution will support our legislature as they consider HB 1875.

MOTION BY NIX, SECOND BY MINGS, TO APPROVE RESOLUTION #14-1181, SUPPORT OF HOUSE BILL 1875 CORRECTING IMBALANCE OF FEES CHARGED BY STATE OF OKLAHOMA TAX COMMISSION.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

13. DISCUSS AND TAKE ACTION TO APPROVE PURCHASE AND INSTALLATION OF CARPET FOR THE SENIOR CITIZENS BUILDING. Mayor Brinlee stated this is result of a State inspection. Director Andrew Winter submitted 3 bids. Discussion followed comparing merits of each bid: quality of carpet, labor, installation and delivery costs, and lead time.

MOTION BY LITTLEJOHN, SECOND BY NEERING, TO APPROVE BID OF \$3250 FROM

MILL CREEK CARPETS WHICH INCLUDES \$600 FOR RICK SIMS TO REMOVE AND REPLACE FURNITURE AND TO PREPARE FLOOR.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

- 14. DISCUSS AND TAKE ACTION TO APPOINT REPLACEMENT FOR TOYE MASSEY ON LATIMER COUNTY E911 BOARD.** Mayor Brinlee requested this item be tabled until the next City Council Meeting as he needs more time to bring a replacement name.

MOTION BY LITTLEJOHN, SECOND BY NIX, TO TABLE ITEM #14. "APPOINT REPLACEMENT FOR TOYE MASSEY ON LATIMER COUNTY E911 BOARD."

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Yes	KENDALL	Yes
NIX	Yes		

15. NEW BUSINESS:

- A. Councilman Littlejohn said he had been contacted by member of his ward reference issues with trash pickup: not picking up bags and not sticking to schedule. Mayor Brinlee stated several issues were brought up at Monday's Commissioners Meeting and steps were taken to resolve immediately.
- B. Ms. Cox referred Council Members to Recycle Pickup Schedule initiated January 27. With just one employee, need a schedule to ensure efficiency of pickup. She assured members City Hall pickup will be priority; has emptied in morning and it filled up by end of same day. The larger bin for cardboard is helpful, but not a fix. Councilman Nix said he noticed the huge overflow during the holiday weekend of January 20th. He suggested the containers be emptied Friday of long weekends.

16. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY KENDALL, 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