

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
June 11, 2015

Public Notice posted June 8, 2015, 3:30 p.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the 11th day of June, **2015 at 6:03p.m.** in the Wilburton City Hall Council Chambers. Mayor Stephen Brinlee presiding. After Rev Ken Harris, Sunshine Church gave the opening prayer, Mayor Brinlee led the assembly in the Pledge of Allegiance, and the City Clerk conducted the roll call with members responding:

LITTLEJOHN	PRESENT	MINGS	ABSENT
HAYNES	PRESENT	KENDALL	PRESENT
SIMS	PRESENT		

CITIZEN COMMENTS: None.

PUBLIC HEARING TO DISCUSS FY 2015-2016 BUDGET

NOTE: There were 4 attendees, with no Public Comment made.

Fire Chief David Donoley discussed the need to increase the budget for the Volunteer Fire Department by \$35,000 to bring both the training and the equipment up to date.

- **WFD responds to approximately 220 calls a year.**
- **25 Firefighters currently pay for uniforms, equipment, gas, etc. Want to reinstate reimbursement system waived by Firefighters and Chief five years ago.**
- **Training Instructors very costly to conduct training in Wilburton. Can certify one fireman as instructor for \$3,000 to instruct all WFD firefighters.**
- **Training Center needs maintenance; fire tower needs replacement for rotted doors. Working with area FDs for them to pay to use our facilities.**
- **Working with WPD to upgrade shooting range.**
- **One truck has blown motor; need to replace tires on all vehicles (trucks & pumpers). Have replaced 3 radiators; need to replace old vehicle.**
- **Looking at grants to purchase outdated equipment (breathing, tanks, etc.). Hired a grants writer to locate and apply for best applicable grants for E911, WPD and WFD.**
- **A-OK RR donated \$1500 new pager system which automatically shows calls on each firefighter's cell phone. Pagers were \$625 each, plus batteries.**
- **Recouping costs of supplemental support to accidents in our area; funds received credited only to equipment purchase fund.**
- **Initiating daytime flushing of fire plugs.**
- **Not all plugs usable as old lines break when opened. WFD uses pumper trucks (1,500 and 3000 gallons) when necessary.**
- **Need to convert several old fire plug threadings.**

- 1. DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING ON MAY 14, 2015.**
- 2. DISCUSS AND TAKE ACTION TO APPROVE MAY 2015 CLAIMS FOR PAYMENT.**
- 3. DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF THE PAYROLL JUNE 12 THRU JULY 9, 2015.**

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO COMBINE AND APPROVE ITEMS #1, #2, AND #3 ON THE AGENDA: APPROVE THE MINUTES OF MAY 14, 2015 REGULAR MEETING; APPROVE PAYMENT CLAIMS FOR MAY 2015; AND APPROVE PAYMENT OF PAYROLL FOR JUNE 12 THRU JULY 9, 2015 PAYROLL PERIODS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 4. DISCUSS AND TAKE ACTION TO APPROVE RESOLUTION #15-1183, FY 15-16 BUDGET APPROVAL AND TO ESTABLISH BUDGET AMENDMENT AUTHORITY.** Mayor Brinlee re-stated Chief Donoley's request for increase to WFD budget to \$70,000 to improve equipment and training. Councilman Sims asked, as this is his first time budget approval, for clarification of several line items. Ch Bias stated all loans for City patrol vehicles are paid off after one last June payment. In answer to Councilman Haynes' question of how often approval is needed for the budget amendment authority, City Attorney Brown stated the budget amendment authority must be approved each year by the City Council. He also stated we must publish in the newspaper the approved budget.

MOTION BY HAYNES, SECOND BY SIMS. TO APPROVE RESOLUTION #15-1183, FY 15-16 BUDGET APPROVAL AND TO ESTABLISH BUDGET AMENDMENT AUTHORITY.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 5. DISCUSS AND TAKE ACTION TO APPROVE AMENDMENT TO THE WILBURTON AIRPORT HANGER LEASE AGREEMENT WITH BRENT POLLARD.** Mr. Pollard stated he now has a partner, Roy Allen, to add to the agreement with Council approval. He stated the hanger is 90% constructed, now have 8 planes stored at the airport; Latimer County crews cut grass on easement on road to airport; and new signs have been ordered. Attorney Brown stated the addition of a partner would not change the legality of the lease.

MOTION BY LITTLEJOHN, SECOND BY HAYNES TO APPROVE THE AMENDMENT TO THE WILBURTON AIRPORT HANGER LEASE AGREEMENT TO INCLUDE BRENT POLLARD AND ROY ALLEN.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 6. DISCUSS AND TAKE ACTION TO APPROVE CONTRACT WITH FINLEY & COOK FOR ANNUAL AUDIT OF FISCAL YEAR 2014-2015 CITY OF WILBURTON BUDGET.**

City Clerk Blankenship stated the new contract is \$500 higher from last year. Mayor Brinlee stated it may be time to consider requesting bids for audit; however, KEDDO goes out for bids every year and Finley & Cook has the lowest bid. A discussion followed in which the quality of their work, the familiarity with the City's budget, processes and weaknesses, and the price were discussed.

MOTION BY SIMS, SECOND BY KENDALL, TO APPROVE THE CONTRACT WITH FINLEY & COOK FOR THE ANNUAL AUDIT OF CITY OF WILBURTON BUDGET FOR FISCAL YEAR 2014-1015.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 7. DISCUSS AND TAKE ACTION TO APPROVE CONTRACT WITH FEED THE NEED FOUNDATION FOR RURAL OKLAHOMA (FORMERLY KIAMICHI AREA NUTRITION PROGRAM) FOR JULY 1, 2015 THROUGH JUNE 30, 2016.**

Mayor Brinlee stated this new contract is for the organization replacing KANP. The loss of KANP means our local folks are losing their jobs and that is not good. While the City Council could disapprove, that would mean Wilburton would lose federal funding for the nutrition program. The new supervisor is known by several Senior Citizen employees as well as the Mayor, who has worked with her. She has a good reputation.

MOTION BY HAYNES, SECOND BY SIMS, TO APPROVE THE CONTRACT WITH FEED THE NEED FOUNDATION FOR RURAL OKLAHOMA FOR JULY 1, 2015 THROUGH JUNE 30, 2015.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 8. DISCUSS AND TAKE ACTION TO APPROVE RESIGNATION OF TOYE MASSEY FROM THE E911 BOARD.** Mayor Brinlee stated Mrs. Massey has undergone cancer surgery, is beginning treatments, and has a need to focus on getting well. This is a City appointed position which is difficult to fill as the candidate must be knowledgeable with the Latimer County emergency operation procedures.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE RESIGNATION OF TOYE MASSEY FROM THE E911 BOARD.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

- 9. DISCUSS AND TAKE ACTION TO APPROVE WORKMAN'S COMPENSATION CONTRACT WITH OMAG FOR FY 15-16.** City Clerk Blankenship stated the cost has gone down somewhat as fortunately the City is going through a period of not having many claims.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE WORKMAN'S COMPENSATION CONTRACT WITH OKLAHOMA MUNICIPAL ASSURANCE GROUP FOR FY 15-16.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

10. NEW BUSINESS.

- A. Mayor Brinlee reported the ALCO building has been sold and a dry goods business is moving in it in the fall; however, few facts are known at this time.
- B. Mayor Brinlee stated the O'Reilly's Auto Parts is moving into the former Dollar General building.
- C. Councilman Haynes asked if there is any follow-up on the elementary school construction. Mayor Brinlee stated once the bond issue was approved, the process' next step is to ensure the funds were in escrow, and then the construction would begin with an estimated start date of September or October.
- D. Councilman Haynes discussed the need to digitize the boxes of old historical records stored in City Hall and in the outside storage building. PWA Secretary Richardson stated a quote had been received for 19 cents a page which is approximately \$400 for the large banker box of documents with the smaller banker box costing less.
- E. Clerk Blankenship stated there is a need to replace the professional Lanier copier as due to its age, parts can no longer be ordered for replacement. While we have a Maintenance Agreement, they are limited in their repairs which are needed more often. Councilman Haynes stated there obviously is a need to find funds for replacing the copier.
- F. Councilman Littlejohn asked about the rating of the City's credit based on funds. Mayor Brinlee stated our auditor said City of Wilburton is in the mid-range rating which is OK. A discussion might be in order to set up a residual fund to use as long as a common sense policy is developed. Councilman Littlejohn stated the auditor would have good guidance.

11. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO ADJOURN AT 6:55pm.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Absent
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

CINDEE BLANKENSHIP, City Clerk

STEPHEN BRINLEE, Mayor

ALLEN LITTLEJOHN, Ward 1

TERRY HAYNES, Ward 2

DOUG SIMS, Ward 3

ABSENT

MAE MINGS, Ward 4

JULIA KENDALL, Ward 5