

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
August 14, 2014

Public Notice posted August 13, 2014, 9:00 a.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **14th** day of **August**, 2014 at **6:00p.m.** in the Wilburton City Hall Council Chambers. Mayor Stephen Brinlee presiding. Upon roll call, members answered:

LITTLEJOHN	PRESENT	MINGS	PRESENT
NEERING	ABSENT	KENDALL	PRESENT
NIX	PRESENT		

CITIZEN COMMENTS: None

- 1. DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING ON JULY 10, 2014.**
- 2. DISCUSS AND TAKE ACTION TO APPROVE JULY 2014 CLAIMS FOR PAYMENT.**
- 3. DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF THE PAYROLL AUGUST 15 THROUGH SEPTEMBER 11, 2014.** Councilman Littlejohn stated the new software format for the monthly claims is excellent; it is very easy to read.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO COMBINE AND APPROVE ITEMS #1, #2, AND #3 ON THE AGENDA: APPROVE THE MINUTES OF JULY 10 REGULAR MEETING, APPROVE PAYMENT CLAIMS FOR JULY 2014; AND APPROVE PAYMENT OF PAYROLL FOR AUGUST 15 THRU SEPTEMBER 11, 2014 PAYROLL PERIODS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

- 4. DISCUSS AND TAKE ACTION TO APPROVE REMOVING FORMER CITY CLERK TENNIE CLARK'S NAME FROM AUTHORITY TO ACCESS THE PWA SAFETY DEPOSIT BOX AT WILBURTON STATE BANK, ADDING CINDEE BLANKENSHIP, CURRENT CITY CLERK.** Mayor Brinlee stated the action is necessary to ensure access by the current staff to historic and legal documents such as deeds.

MOTION BY NIX, SECOND BY KENDALL, TO APPROVE REMOVING FORMER CITY CLERK TENNIE CLARK'S NAME FROM AUTHORITY TO ACCESS THE PWA SAFTY DEPOSIT BOX AT WILBURTON STATE BANK AND ADD CURRENT CITY CLERK CINDEE BLANKENSHIP NAME FOR ACCESS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

- 5. DISCUSS AND TAKE ACTION TO APPROVE RENTING SAFETY DEPOSIT BOX AT WILBURTON STATE BANK TO SECURE CITY OF WILBURTON HISTORIC DOCUMENTS, AUTHORIZING ACCESS BY THE MAYOR AND CITY CLERK.** Mayor Brinlee stated the rental of a safety deposit box for the City historical and legal documents is a wise move to ensure City and PWA documents are protected and available for access only by those who have a need to know or need to see the documents. Cost was discussed.

MOTION BY LITTLEJOHN, SECOND BY NIX, TO APPROVE RENTAL OF SAFETY DEPOSIT BOX AT WILBURTON STATE BANK TO SECURE CITY OF WILBURTON HISTORIC DOCUMENTS WITH AUTHORIZED ACCESS BY THE MAYOR AND CITY CLERK.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

- 6. DISCUSS AND TAKE ACTION TO APPROVE INSURANCE PLAN PRESENTED BY JEFF COX, FARMERS INSURANCE.** Mr. Cox distributed a medical insurance plan, Option #2 for Self Fund Plan 6 for the Council to consider and discuss. He indicated the savings is \$1800 per month and discussed other details. Mayor Brinlee explained this is not a government plan, but insurance through one of the four carriers covering medical insurance in compliance with the Affordable Care Act. Mr. Cox stated he is continuing to shop for better plan options for employers of 50 or less. Councilman Littlejohn stated there appears to be no action required tonight and encouraged Mr. Cox to continue his search for the best medical plan for all employees.

MOTION BY LITTLEJOHN, SECOND BY NIX, TO APPROVE MR. COX, FARMERS INSURANCE, TO CONTINUE THE SEARCH FOR OPTIONS FOR MEDICAL INSURANCE FOR QUALIFYING CITY EMPLOYEES.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

- 7. UPDATE ON MAIN STREET CRUISE NIGHT, SEPTEMBER 27, 2014. PRESENTATION BY TAMRA TILLEY, MAIN STREET PROGRAM DIRECTOR.** Mayor Brinlee introduced Ms. Tilley to the Council. Ms. Tilley discussed the previous dates of the 2014 Cruise: May 17th was successful; and July 19th was very, very, successful. The next one is September 27th. Having "tweaked" each cruise night, it is anticipated the next one will be equally successful as the last with an added feature of registering each vehicle to better account for the number and types of participants. The live band will be returning as they were popular. She told CH Bias she appreciated the great cooperation of his department. When questioned as to the date of the next Bikes & Bands Night, Ms. Tilley replied they will no longer have that specific venue as the current Cruise Night appears to be more successful. No Action Required.

Mayor Brinlee recommended moving Agenda Items #10 and #11 for action prior to Item #8 for efficiency.

- 8. (Agenda Item #10) DISCUSS AND TAKE ACTION TO APPROVE BID FROM SCOTT EQUIPMENT FOR \$10,334.50 TO REPAIR THE STREET DEPARTMENT BACKHOE TRANSMISSION.**

Mayor Brinlee stated the funds are available for repair from either Capital Improvement or Bank Funds. A discussion followed concerning need to repair the backhoe. Street Commissioner Massey assured the Council of the need and discussed the projects on hold until the backhoe is again functional.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO APPROVE PAYMENT OF BID FROM SCOTT EQUIPMENT FOR \$10,334.50 TO REPAIR BACKHOE TRANSMISSION WITH FUNDS OUT OF CAPITAL IMPROVEMENT.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

- 9. (Agenda Item #11) DISCUSS AND TAKE ACTION TO APPROVE BID FROM TRAFFIC SIGNALS, INC. FOR \$6800.00 TO REPAIR THE STREET LIGHT AT MAIN AND WEST THIRD STREETS.**

Mayor Brinlee stated a lightning strike burned up the control box of the signal light. Street Commissioner Massey stated the part will arrive in approximately 2 - 3 weeks.

MOTION BY NIX, SECOND BY KENDALL, TO APPROVE BID FROM TRAFFIC SIGNALS, INC, FOR \$6800.00 TO REPAIR LIGHT AT STREET CROSSING OF MAIN AND WEST THIRD STREETS.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

10. DISCUSS AND TAKE ACTION TO APPROVE GOING INTO EXECUTIVE SESSION TO DISCUSS THE POSITION OF DIRECTOR OF PARKS & RECREATION, per Title 25, §307(B). “Executive sessions of public bodies will be permitted only for the purpose of discussing the employment, hiring, appointment....of any individual salaried public officer or employee...” Mayor Brinlee stated the Opens Meeting Act allows for inclusion of other than council members if relative to the discussion. He invited Curt Reding, Chairman, Wilburton Parks & Recreation Board, to the Executive Session.

MOTION BY LITTLEJOHN, SECOND BY NIX, TO APPROVE GOING INTO EXECUTIVE SESSION TO DISCUSS THE POSITION OF DIRECTOR OF PARKS AND RECREATION.

.Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

MOTION BY LITTLEJOHN, SECOND BY KENDALL TO RETURN FROM EXECUTIVE SESSION.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

11. DISCUSS AND TAKE ACTION TO APPROVE RESULTS OF EXECUTIVE SESSION.

Councilman Littlejohn stated his appreciation to Bobb Johnston for the fine job he has done since July 2011 when hired as the first Director of the newly created Parks & Recreation Department. He left to take a position with the Panola Schools as teacher and coach. To fill the position, Mayor Brinlee suggested a lateral transfer be made by a City employee who is qualified, Debbie Vega, Director of the Senior Citizens Center.

MOTION BY LITTLEJOHN, SECOND BY KENDALL, TO APPOINT DEBBIE VEGA AS DIRECTOR OF PARKS AND RECREATION DEPARTMENT WITH A ONE-YEAR PROBATION.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

12. DISCUSS AND TAKE ACTION TO APPROVE RESOLUTION 14-1186 ACCEPTING RESIGNATION OF WARD 3 COUNCILMAN DAVID NIX AND DECLARING THE POSITION VACANT.

Mayor Brinlee stated Ward 3 Councilman Nix is unexpectedly moving to Tuskahoma for family reasons and submitted his resignation effective midnight, August 14th. He continued that Councilman Nix was elected the same election as himself, so they have been through everything together that has happened for the past 7 years. Mayor Brinlee then presented a Certificate of Appreciation plaque to Councilman Nix.

Councilman Nix stated he did not want to move, but family commitments had to be considered. He expressed his gratitude for the kind words, and for being “consistently cooperative, generous, and understanding.”

Councilman Littlejohn, Councilwomen Kendall and Mings each expressed their appreciation for his community service and stated they enjoyed working with him.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO APPROVE RESOLUTION 14-1186 ACCEPTING RESIGNATION OF WARD 3 COUNCILMAN DAVID NIX AND DECLARING THE POSITION VACANT.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Abstain		

Mayor Brinlee stated that regretfully, the motion passed.

13. DISCUSS AND TAKE ACTION TO APPROVE SEARCH FOR WARD 3 COUNCILMAN FOR REMAINDER OF TERM TO EXPIRE APRIL 15, 2015.

Mayor Brinlee stated he would look for a qualifying person to fill the vacated seat for the remainder of the term.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO A APPROVE SEARCH FOR WARD 3 COUNCILMAN FOR REMAINDER OF TERM WHICH EXPIRES APRIL 15, 2015.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

14. NEW BUSINESS

Mayor Brinlee stated the Fall Festival Committee approached him to ask for approval to put up a permanent canopy beside the Chamber of Commerce for Director May Mings' vehicle. Mr. Massey asked where it was to be located, to which Mayor Brinlee stated on the east side of her building. It was determined there are no issues involving the City. The Mayor will relay that statement to the committee representative.

15. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY NIX, TO ADJOURN.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
NEERING	Absent	KENDALL	Yes
NIX	Yes		

CINDEE BLANKENSHIP, City Clerk

STEPHEN BRINLEE, Mayor

ALLEN LITTLEJOHN, Ward 1

ABSENT

BILLY NEERING, Ward 2

DAVID NIX, Ward 3

MAE MINGS, Ward 4

JULIA KENDALL, Ward 5