

CITY OF WILBURTON
REGULAR SCHEDULED MEETING
June 8, 2017

Public Notice posted June 7, 2017, 1:00p.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a **Regular Scheduled** Meeting held on the **8th day of June, 2017** at **5:30p.m.** in the Wilburton City Hall Council chambers; Mayor Stephen Brinlee presiding. Mayor Brinlee led the assembly in the Pledge of Allegiance to the flag.

ROLL CALL:

The City Clerk conducted the roll call with members responding:

LITTLEJOHN	PRESENT	MINGS	PRESENT
HAYNES	PRESENT	KENDALL	PRESENT
SIMS	PRESENT		

CITIZEN COMMENTS: None

1. **DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF MAY 11, 2017.**
2. **DISCUSS AND TAKE ACTION TO APPROVE MAY 2017 CLAIMS FOR PAYMENT.**
3. **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLL JUNE 9 THROUGH JULY 13, 2017.**

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO COMBINE AND APPROVE THE FIRST THREE ITEMS ON THE AGENDA: APPROVE THE MINUTES OF MAY 11, 2017 REGULAR MEETING; APPROVE PAYMENT OF CLAIMS FOR MAY 2017; AND APPROVE PAYMENT OF PAYROLLS JUNE 9 THROUGH JULY 13, 2017.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

4. **DISCUSS AND TAKE ACTION TO APPROVE WILBURTON POLICE DEPARTMENT (WPD) POLICY GUIDE. WPD Ch Robert Bias Presenting.** Ch Bias stated the current Policy Guide was last updated in 1995; therefore, there are many updates necessary. Time is critical in having a WPD Policy Guide in place: besides risking a fine if WPD is inspected, WPD lost a case last week because the information in the Policy Guide is outdated. This Policy Guide has been reviewed by OMAG. Councilman Haynes asked if this policy guide has been coordinated with the current Employee Handbook, Chapter 10, to ensure no contradictions. Ch Bias replied it had not. Councilman Littlejohn stated the City Council can address any amendments later, if necessary.

MOTION BY HAYNES, SECOND BY SIMS, TO APPROVE WPD POLICY GUIDE.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

5. **DISCUSS AND TAKE ACTION TO APPROVE OKLAHOMA MUNICIPAL ASSURANCE GROUP (OMAG) INVOICE FOR \$51,129 FOR FY 17-18 WORKERS COMPENSATION.** City Clerk Cindee Blankenship stated the distributed amount is \$34,992 for the City and \$16,137 for PWA. Councilman Haynes stated the FY17-18 cost is in the FY17-18 budget which has not yet been approved; therefore, the Council cannot pay until approval of the budget.

MOTION BY HAYNES, SECOND BY KENDALL, TO TABLE PAYMENT OF OMAG INVOICE FOR \$51,129 UNTIL THE FY 17-18 BUDGET IS APPROVED.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

6. DISCUSS AND TAKE ACTION TO APPROVE FEED THE NEED FOUNDATION (FINF) FY 2017-2018 CONTRACT. Mayor Brinlee stated the contract, page 1, has clerical errors found when City Clerk Blankenship reviewed upon receipt this week. The FINF is forwarding the corrected contract, but has requested the contract be approved with changes stated. Council Haynes asked if this needs to be tabled until budget is approved. Mayor Brinlee stated this is a contract, therefore, a separate action than the budget.

MOTION BY LITTLEJOHN, SECOND BY MINGS, TO APPROVE THE FEED THE NEED FOUNDATION FY 2017-2018 CONTRACT WITH THE STIPULATION THE NEW CONTRACT RECEIVED HAS THE CORRECTED INFORMATION ON PAGE 1.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

7. NEW BUSINESS

None.

8. ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO ADJOURN AT 5:40pm.

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

Cindee Blankenship
CINDEE BLANKENSHIP, City Clerk

Stephen Brinlee
STEPHEN BRINLEE, Mayor

Allen Littlejohn
ALLEN LITTLEJOHN, Ward 1

Terry Haynes
TERRY HAYNES, Ward 2

Doug Sims
DOUG SIMS, Ward 3

Mae Mings
MAE MINGS, Ward 4

Julia Kendall
JULIA KENDALL, Ward 5