CITY OF WILBURTON

REGULAR SCHEDULED MEETING
October 17, 2019

Public Notice posted October 14, 2019, 3:30p.m.
Front Entrance Door, Wilburton City Hall

The Wilburton City Council convened in a continued, **Regular Scheduled** Meeting held on the **17th day of October, 2019** at **5:00p.m.** in the Wilburton City Hall Council chambers with Mayor Stephen Brinlee presiding. Note: The Regular City Council Meeting scheduled October 10 was cancelled due to weather conditions. Mayor Brinlee led the group in the Pledge of Allegiance, after which he requested a Roll Call.

ROLL CALL:
City Clerk Blankenship conducted the roll call with members responding:

LITTLEJOHN	PRESENT	MINGS	PRESENT
HAYNES	PRESENT	KENDALL	PRESENT
SIMS	PRESENT		

CITIZEN COMMENTS:
There was no comment.

1. **DISCUSS AND TAKE ACTION TO APPROVE AGENDA OF CONTINUED CITY COUNCIL MEETING OCTOBER 17, 2019.**

2. **DISCUSS AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF SEPTEMBER 10, 2019.**

3. **DISCUSS AND TAKE ACTION TO APPROVE SEPTEMBER 2019 CLAIMS FOR PAYMENT.**

4. **DISCUSS AND TAKE ACTION TO APPROVE PAYMENT OF PAYROLLS OCTOBER 11 THROUGH NOVEMBER 14, 2019.**

MOTION BY HAYNES, SECOND BY KENDALL, TO COMBINE AND APPROVE FIRST FOUR (4) ITEMS ON THE AGENDA.

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 INVOICE FOR $87,368.12 TO ISG (INFRASTRUCTURE SOLUTIONS GROUP) FOR CDBG SEWER SYSTEM IMPROVEMENTS AS CONTRACTOR'S PAY REQUEST NO. 1 FOR PROJECT WI-17-02.** Mr. Robert Vaughn, ISG, discussed the payment process for this grant. The contractor, Built Right Construction, LLC, submits the Application for Payment to ISG who then submits to the City for payment approval. This App #1 is for work completed through 20 September 2019.

MOTION BY LITTLEJOHN, SECOND BY SIMS, TO APPROVE PAY APPLICATION #1 FOR $87,368.12 FOR CDBG PROJECT WI-17-02.

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 INVOICE WI-17-02-07 FOR $3,820 TO ISG FOR ENGINEERING SERVICES FOR CDBG SEWER SYSTEM IMPROVEMENTS FOR PROJECT WI-17-02.** Mr. Vaughn described the Engineering Services completed for the grant which includes design, approving plans and specs, conducting the bidding, and overseeing the construction.

MOTION BY HAYNES, SECOND BY KENDALL, TO APPROVE INVOICE WI-17-02-07 FOR $3,820 TO ISG, ENGINEERING SERVICES FOR CDBG SEWER SYSTEM PROJECT WI-17-02

Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

7 **DISCUSS AND TAKE ACTION TO APPROVE INVOICE 9262019 FOR $13,525.00 FROM CHIEF FIRE & SAFETY COMPANY FOR BUNKER GEAR FOR WFD.**
Mayor Brinlee stated CH Donoley had a conflicting engagement and could not attend. This is a request for the expenditure more than the Mayor is authorized to approve. There are funds in the WFD budget.

MOTION BY HAYNES, SECOND BY LITTLEJOHN, TO APPROVE INVOICE 9262019 FOR $13,525 FROM CHIEF FIRE & SAFETY COMPANY FOR BUNDER GEAR FOR WFD.
Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

8 **DISCUSS AND TAKE ACTION TO APPROVE CLOSING OF DOLLINS ADDITION TO NONRESIDENT VEHICLE TRAFFIC DURING HALLOWEEN TRICK OR TREAT HOURS, 5 TO 8pm, 31 OCTOBER.** **Debbie Vega, Dir, P&Rec, Presenting.** Ms. Vega presented the unsafe conditions previously encountered by families during Trick or Treat time in previous years; the map indicating what streets would be blocked temporarily; and alternate parking locations for the families. Councilman Haynes discussed who would be monitoring the blocked streets and Councilman Littlejohn asked if the action would disrupt the residents' entry. Ms. Vega stated she would have a monitor standing at each blockade. There should be no disruption of residents to enter or depart, at will. This move is a safety measure to control the excessive number of vehicles who enter for purpose of trick or treating.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE CLOSING OF DOLLINS ADDITION TO NONRESIDENT VEHICLE TRAFFIC DURING HALLOWEEN TRICK OR TREAT HOURS, 5 TO 8PM, 31 OCTOBER.
Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

9 **DISCUSS AND TAKE ACTION TO APPROVE REPLACING FENCE AT JOE ROBISON PARK.**
Debbie Vega, Presenting. Ms. Vega described the purpose of the fence was to 1. Hide the City Shop and equipment area from the park patrons, and 2. Install a walk or drive-in gate for security and efficiency. She reviewed the 2 quotes received. B&B Outdoor Innovations is a Wilburton firm and can begin installation and complete within a month with a 1-year warranty. McAlester Fence Company is from Savanna and did not indicate a start date nor warranty. Funds are partially from the received Choctaw funding for community projects. Councilman Haynes discussed any future plans for the park like parking and bathrooms. Ms. Vega stated her first priority is for bathrooms and she is looking for a grant for that and to improve the parking area.

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO APPROVE THE INVOICE FROM B&B OUTDOOR INNOVATIONS FOR $5,680 TO REPLACE THE FENCE AT JOE ROBESON PARK.
Upon roll call, members present voted as follows:

LITTLEJOHN	Yes	MINGS	Yes
HAYNES	Yes	KENDALL	Yes
SIMS	Yes		

10 **DISCUSS AND TAKE ACTION TO APPROVE PURCHASE OF CITY CHRISTMAS TREE.**
Debbie Vega, Presenting. Ms. Vega discussed the 3 invoices for purchase of an artificial tree for the community which would be set up on the west side of the City Hall lawn. Councilman Littlejohn discussed the desirability and cost of a live tree instead of an artificial tree. A suggestion was made to obtain a live tree this year to determine the community interest and to revisit subject next year.
NO ACTION.

11 DISCUSS AND TAKE ACTION TO APPROVE ORDINANCE 19-1102, CHAP 5; FEES FOR ELECTRIC POLE USE. Councilman Haynes asked how the electricity to the poles is turned on. City Clerk Blankenship stated that the pole located at East Main and Central Streets is turned on via a call to PSO by the City. The pole located on west side of Chamber of Commerce is turned on via a call to PSO from the Chamber.

Councilman Littlejohn discussed the legality of charging a "fee" for electricity already purchased by the City. That could be a problem with the OK Electric Corporation. City Attorney Lerblance discussed using a specific meter-reading method. Another suggestion was to have two permit fees: one with electricity and one without electricity. Councilman Littlejohn also questioned the issue of waiving this fee when the vender fee permits are waived for specific events like the Fall Fest. Clerk Blankenship stated that fee would also be waived.

NO ACTION.

12 NEW BUSINESS.

There was no New Business.

13 ADJOURN:

MOTION BY LITTLEJOHN, SECOND BY HAYNES, TO ADJOURN AT 5:20pm.

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, Mayor

Allen Littlejohn
ALLEN LITTLEJOHN, Ward 1

Terry Haynes
TERRY HAYNES, Ward 2

DOUG SIMS, Ward 3

Absent
MAE MINGS, Ward 4

Julia Kendall
JULIA KENDALL, Ward 5