CITY OF WILBURTON
REGULAR CITY COUNCIL MEETING MINUTES
OCTOBER 10TH, 2024 - 5:30 P.M
WILBURTON CITY HALL COUNCIL CHAMBERS
300 W MAIN STREET WILBURTON OK 74578

The Wilburton City Council convened in a Regular Meeting held on the 10th day of October, 2024 at 5:30pm with Mayor - Loran Mayes presiding. Mark Showell – Ministerial Alliance led the group in prayer with Mayor Mayes leading the group in the Pledge of Allegiance to follow.

City Clerk – Cindee Blankenship conducted roll call with council members responding:

LITTLEJOHN	PRESENT	COCKE	PRESENT	KENDALL	PRESENT
HAYNES	PRESENT	GOAD	ABSENT		

CITIZENS COMMENTS: *Karen Lyons – Choctaw Nation of Oklahoma Family Services and Victims Impact Panel shared statistics and information regarding Domestic Violence Awareness month. Mrs. Lyons gifted council members and attendees with purple domestic violence ribbon pins.*

1. **Discuss and Take Action to Approve Consent Agenda:**
   A. **Minutes of Regular City Council Meeting September 5th, 2024.**
   B. **September 2024 Claims for Payment.**
   C. **Payment of Payrolls October 11 – November 14th, 2024.**
   D. **Discuss and Take Action if Needed to Approve Code Enforcement Officer Resignation – Mike Elder.**

Ward 2 Terry Haynes would like item D. Discuss and Take Action if Needed to Approve Code Enforcement Officer Resignation – Mike Elder to be removed from the consent agenda for further discussion.

MOTION BY HAYNES SECOND BY LITTLEJOHN TO REMOVE ITEM D FROM THE CONSENT AGENDA.
Upon roll call, members voted as follows:

LITTLEJOHN	YES	COCKE	YES	KENDALL	YES
HAYNES	YES	GOAD	ABSENT		

MOTION BY HAYNES SECOND BY COCKE TO APPROVE CONSENT AGENDA MINUS ITEM D.
Upon roll call, members voted as follows:

LITTLEJOHN	YES	COCKE	YES	KENDALL	YES
HAYNES	YES	GOAD	ABSENT		

Upon discussion of consent agenda item D. Discuss and Take Action if Needed to Approve Code Enforcement Officer Resignation, Mike Elder explains it has been a privilege to serve as the code enforcement officer for the last 17 years, but due to growing responsibilities as PWA Director and City Inspector he believes it is time to respectfully resign effective immediately. Mayor Mayes explains Mr. Elder has been very busy with multiple building inspections as well. Ward 2 Terry Haynes understands the responsibilities of the position, but due to the resignation being effective immediately is also concerned with what kind of position this will put the City of Wilburton in. Mr. Haynes asked if there is an individual(s) in mind to fill the position and take over the responsibilities with Mayor Mayes stating not at this time. Mayor Mayes would like an opportunity to review/re-evaluate the position and its responsibilities. Mayor Mayes has an upcoming meeting with the Choctaw Nation Federal Prosecutor, City of Wilburton Attorney Mr. Richard Lerblance, Councilwoman Ward 3 Sara Cocke and other organizations to discuss/review the GoGov app and using it as a tool to process some of the responsibilities required of the position. Ward 3 Sara Cocke stated she appreciates Mr. Elder for his dedication to the position and is eager to assist in hopefully building up the community partnerships needed to take this responsibility on in the future.

MOTION BY HAYNES SECOND BY LITTLEJOHN TO APPROVE AGENDA ITEM D.
Upon roll call, members voted as follows:

LITTLEJOHN	YES	COCKE	YES	KENDALL	YES
HAYNES	YES	GOAD	ABSENT		

2. Discuss and Take Action to Approve Budget Amendment #6 in the amount of $4,500.00 to Horizon Electric for install and finish of electrical box outlets and covers for Work Ready Oklahoma Building located at 107 NW 3rd St. Wilburton, OK 74578.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE BUDGET AMENDMENT #6 IN THE AMOUNT OF $4,5000 TO HORIZON ELECTRIC.
Upon roll call, members voted as follows:

LITTLEJOHN	YES	COCKE	YES	KENDALL	YES
HAYNES	YES	GOAD	ABSENT		

3. Discuss and Take Action if needed: Preliminary Flood Insurance Rate Map and Flood Insurance Study Report.

Mayor Mayes shared information from The Federal Emergency Management Agency (FEMA) regarding the selection of City of Wilburton for a Flood Insurance Rate Map and Insurance Study Report. The National Flood Insurance Program will be hosting a Community Consultation Officer meeting via ZOOM on Thursday October 17th at 10:00am concerning these studies if anyone is interested in attending. Ward 1 Allen Littlejohn asked exactly what this study will assist with and show with PWA Director Mike Elder responding if effects the ISO rating, insurance cost, and has restrictions that establish our flood zone, therefore the City of Wilburton would not be able to build within that zone.

DISCUSSION ONLY. NOTE VOTE NEEDED AT THIS TIME.

4. Discuss and Take Action is needed to Approve BOK Loan Request Summary in the amount of $150,000.000.

Mayor Mayes explained that the summary states a loan but is not an actual loan, it is the credit limit for the request. This amount will account for up to three months' worth of expenditures. This would allow each department to have their own card(s) available for day-to-day operations use although accounts will still be managed by the City Clerk's office and departments will still be held responsible to abide by the purchase order laws.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE BOK LOAN REQUEST SUMMARY IN THE AMOUNT OF $150,000.00.
Upon roll call, members voted as follows:

LITTLEJOHN	YES	COCKE	YES	KENDALL	YES
HAYNES	YES	GOAD	ABSENT		

5. Discuss and Take Action if needed to Approve KEDDO Rural Fire 80/20 grant for equipment.

Mayor Mayes explains that funds allocated through this grant will be going toward a UTV for the Wilburton Fire Department for the use of trail, wildfire, and other outdoor emergencies where their larger vehicles cannot physically get to.

MOTION BY HAYNES SECOND BY KENDALL TO APRROVE KEDDO RURAL FIRE 80/20 GRANT FOR EQUIPEMNT.
Upon roll call, members voted as follows:

LITTLEJOHN	YES	COCKE	YES	KENDALL	YES
HAYNES	YES	GOAD	ABSENT		

6. **Discuss and Take Action if needed to Approve Waive of City Vendor Fees for Fall Festival Weekend.**

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE WAIVE OF CITY VENDOR FEES FOR FALL FESTIVAL WEEKEND.
Upon roll call, members voted as follows:

LITTLEJOHN	YES	COCKE	YES	KENDALL	YES
HAYNES	YES	GOAD	ABSENT		

New Business
NONE

Mayor Update

- *Work Ready Oklahoma Opening: The Wilburton office is now open for business! The WRO-Wilburton team is currently holding their 2nd workshop for the next two weeks. They were also able to transfer participants from other locations to the Wilburton campus making it more convenient for those that lived closer and were having to travel quite a way to other locations. The WRO-Wilburton team will start providing a monthly report to council that will show their activity and participant success stories.*
- *Halloween Week: A schedule is available for community Halloween week events.*
- *Fall Festival: The City of Wilburton is excited to welcome all visitors and kick off Fall Festival week/weekend. The Fall Festival Board has worked extremely hard on ensuring traditions are carried on and are also excited to offer a more elevated festival experience for attendees.*
- *Christmas Events: Community organizations and businesses are currently working on an 8 days of Christmas event schedule.*

Adjourn.

MOTION BY COCKE SECOND BY KENDALL TO ADJOURN AT 5:59PM.
Upon roll call, members voted as follows:

LITTLEJOHN	YES	COCKE	YES	KENDALL	YES
HAYNES	YES	GOAD	ABSENT		

APPROVAL DATE: THURSDAY NOVEMBER 14TH, 2024.

Cindee Blankenship
CINDEE BLANKENSHIP, CITY CLERK

Loran Mayes
LORAN MAYES, MAYOR

Allen Littlejohn
ALLEN LITTLEJOHN, WARD 1

Terry Haynes
TERRY HAYNES, WARD 2

Sara Jane Cocke
SARA JANE COCKE, WARD 3

Absent
JAYME GOAD, WARD 4

Julia Kendall
JULIA KENDALL, WARD 5