CITY OF WILBURTON
REGULAR CITY COUNCIL MEETING MINUTES
THURSDAY APRIL 10th, 2025 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 April, 2025 at 5:30pm with Mayor Loran Mayes presiding. Mark Showell – Ministerial Alliance led the group in prayer and Mayor Mayes led the Pledge of Allegiance.

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

LITTLEJOHN	*PRESENT*	COCKE	*PRESENT*	KENDALL	*PRESENT*
HAYNES	*PRESENT*	GOAD	*PRESENT*		

CITIZENS COMMENTS: *NONE*

1. Discuss and Take Action to Approve Consent Agenda:
   a. March 2025 Claims for Payment.
   b. Payment of Payrolls April 11th- May 8th, 2025.
   c. Minutes Regular City Council meeting March 13th, 2025.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE THE CONSENT AGENDA.
Upon roll call, members voted as follows:

LITTLEJOHN	*YES*	COCKE	*YES*	KENDALL	*YES*
HAYNES	*YES*	GOAD	*YES*		

2. Discuss and Take Action if needed to Approve Minutes Special City Council meeting March 5th, 2025. Ward 4 – Jayme Goad Absent

MOTION BY HAYNES SECOND BY KENDALL TO APPROVE MINUTES SPECIAL CITY COUNCIL MEETING MARCH 5th, 2025.
Upon roll call, members voted as follows:

LITTLEJOHN	*YES*	COCKE	*YES*	KENDALL	*YES*
HAYNES	*YES*	GOAD	*ABSTAIN*		

3. Discuss and Take Action if needed to Approve Resolution: 25-1286 Wilburton City Council supporting the continued participation in the Main Street Program for FY 2025-2026.

MOTION BY LITTLEJOHN SECOND BY GOAD TO APPROVE RESOLUTION: 25-1286.
Upon roll call, members voted as follows:

LITTLEJOHN	*YES*	COCKE	*YES*	KENDALL	*YES*
HAYNES	*YES*	GOAD	*YES*		

4. Discuss, Consider, and Take Action if needed Approve, Deny, or Amend action(s) regarding entering into an agreement with Enterprise Fleet Management.

Enterprise Representative John Holland presented updated data for the agreement. The initial agreement is looking at a possible 5-year rotation with roughly 25 vehicles (5 per year) with the first year's vehicles being the following: 2 City, 2 Public Works Authority, and 1 Airport. Mr. Holland described the available vehicles for each department and all vehicles, except police units, will include a full maintenance program. Due to maintenance cost for current vehicles, Mayor Mayes believes this is the best option to ensure city departments/crews have dependable vehicles to complete job duties effectively.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT.
Upon roll call, members voted as follows:

LITTLEJOHN	*YES*	COCKE	*YES*	KENDALL	*YES*
HAYNES	*YES*	GOAD	*YES*		

5. Discuss and Take Action if needed to Approve Change Order #2 for the ARPA Wastewater Improvements Project. This change order is to include replacing the line between Dollar Store and the first manhole.

PWA Director Mike Elder stated that funds for this change order are provided by contingency funds that were set aside so there is no cost to City. There is a length of clay tile between the 1st manhole at the Landmark Center to the 2nd manhole located at Dollar General that needs to be corrected in addition to correcting the elevation of one of the manholes.

MOTION HAYNES SECOND BY GOAD TO APPROVE CHANGER ORDER #2 FOR THE APRA WASTEWATER IMPROVEMENTS PROJECT IN THE AMOUNT OF $42,692.00.

Upon roll call, members voted as follows:

LITTLEJOHN	*YES*	COCKE	*YES*	KENDALL	*YES*
HAYNES	*YES*	GOAD	*YES*		

6. Discuss and Take Action if needed to Approve Apprentice Quote: 2135 in the amount of $18,165.00 and annually recurring charges for surveillance camera installation located at the Splash Pad/Gary Rosebure Park.

Mayor Mayes states she is aware of the high amount for the proposed quote and is open to other options. The current quote also has a monthly annual fee of $2,000.00 and is only for surveillance at the pavilion and splash pad. Mayor Mayes believes the City should be pro-active in ensuring the safety of children and visitors, but would appreciate a group effort in searching for a more cost-effective solution.

DIED FOR LACK OF MOTION.

7. Discuss and Take Action if needed to Approve Budget Amendment #7: Increase Revenue to Reflect Proceeds From Sealed Bids and Use of Beginning Fund Balance in the amount of 18,237.00.

City Clerk Cindee Blankenship stated Budget Amendment #7 is for the following:
Main Street Holiday Outdoor Décor
Harber AC – 2ton unit, west concession restrooms and storage
Harber AC – 3ton unit, upstairs at east concession stand

MOTION BY LITTLEJOHN SECOND BY COCK TO APPROVE BUDGET AMENDMENT #7 IN THE AMOUNT OF $18,237.00.

Upon roll call, members voted as follows:

LITTLEJOHN	*YES*	COCKE	*YES*	KENDALL	*YES*
HAYNES	*YES*	GOAD	*YES*		

8. Discuss and Take Action if needed to Approve Renewal of Ballpark Lease Agreement between Wilburton Public Schools and City of Wilburton.

Mayor Mayes shared she met with Wilburton Public Schools Superintendent Mr. Vanderburg to discuss the ballpark agreement and increasing opportunities for parks/recreation youth and adult sports. The first part of the agreement is the same as previous years, but there are some changes to the usage and cost of maintenance for the agreed facilities. The city will be able to utilize the elementary gym and the school will be able to utilize the softball and baseball fields. The school will have priority over scheduling for their facility. Each entity will be responsible for their own utilities and maintenance cost.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE RENEWAL OF BALLPARK LEASE AGREEMENT.

Upon roll call, members voted as follows:

LITTLEJOHN	*YES*	COCKE	*YES*	KENDALL	*YES*
HAYNES	*YES*	GOAD	*YES*		

New Business
NONE

Mayor Update

- *Heating and Air Units installed at Rosebure Park Concession Stands*
- *City of Wilburton Easter Egg Hunt and Alumni Weekend Events*
- *Successful Spring Clean-Up Week with it being the largest clean-up city crews have completed*
- *Successful WRO-Wilburton Week receiving allocates from supervisors and are getting to test/pilot new processes for program training, coaching, etc.*

Adjourn.

MOTION BY COCKE SECOND BY GOAD TO ADJOURN AT 6:18PM.

Upon roll call, members voted as follows:

LITTLEJOHN	*YES*	COCKE	*YES*	KENDALL	*YES*
HAYNES	*YES*	GOAD	*YES*		

APPROVED: THURSDAY MAY 8th, 2025.

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

Jayme Goad
JAYME GOAD, WARD 4

Julia Kendall
JULIA KENDALL, WARD 5