CITY OF WILBURTON
REGULAR CITY COUNCIL MEETING MINUTES
MONDAY JUNE 9th, 2025 5:30 P.M.
CITY HALL COUNCIL CHAMBERS
300 W. MAIN ST. WILBURTON, OK 74578

The Wilburton City Council convened in a Regular meeting held on the 9th day of June, 2025 at 5:30pm with Mayor Loran Mayes presiding. Dana Hugle Wilburton United Methodist Church led the group in prayer with Mayor Mayes then leading the Pledge of Allegiance.

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

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

CITIZENS COMMENTS: *NONE*

1. Consent Agenda:
   a. May 2025 Claims for Payment.
   b. Payment of Payrolls June 13th – July 10th, 2025.
   c. Minutes Regular City Council meeting May 8th, 2025.

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

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

2. Discuss update from Wilburton Area Chamber of Commerce with Hannah Royce.

Hannah Royce - New CEO of Wilburton Area Chamber of Commerce introduced herself and shared some brief updates from the Chamber and to present their annual lease payment to the city. The Chamber has currently been focused on bringing clarity, consistency, and visibility in what they do/offer. They raised approximately $6,000.00 while hosting the annual Chamber Banquet in March which has not occurred in the last couple of years, but they are hopeful to keep the annual tradition going once again. The Chamber has created a monthly e-newsletter called "The Chamber Connect" and they are preparing a new website with a business directory that will hopefully be completed and pushed out by the end of July. The Chamber board expresses their gratitude for the city's contributions to the annual firework show and is looking forward to this year's fourth of July festivities.

3. Discuss collaboration with clean up and maintenance for 2025 Wilburton Main Street Inc. Relics and Rods event with Amanda Byers.

Alene Roberts - Main Street Board member shared info regarding the upcoming Relics and Rods Car Show. The mapping/layout remains the same as it always has but they have added 2 "cooling stations" for vendors and visitors this year located at the First Baptist Church and Barong Cafe.

4. Discuss and Take Action if needed to Approve Amendment of Employee Handbook.

MOTION BY COCKE SECOND BY LITTLEJOHN TO APPROVE EMPLOYEE HANDBOOK AS AMENDED.
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 Fiscal Year 2025-2026 Budget.

MOTION BY LITTLEJOHN SECOND BY HAYNES TO APPROVE FISCAL YEAR 2025-2026 BUDGET.
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 Resolution 25-1287 Fiscal Year 2025-2026 Budget and Establish Budget Amendment Authority.

MOTION BY HAYNES SECOND BY COCKE TO APPROVE RESOLUTION 25-1287.
Upon roll call, members voted as follows:

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

7. Discuss and Take Action if needed to Approve Renewal of Stigler Health and Wellness - Adventure Head Start Lease Agreement for Fiscal Year 2025-2026.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE RENEWAL OF STIGLER HEALTH AND WELLNESS - ADVENTURE HEAD START LEASE AGREEMENT FOR FISCAL YEAR 2025-2026.
Upon roll call, members voted as follows:

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

8. Discuss and Take Action if needed to Approve Renewal of Sutterfield Technologies Contract in the amount of $4,449.00 for Fiscal Year 2025-2026.

MOTION BY HAYNES SECOND BY KENDALL TO APPROVE RENEWAL OF SUTTERFIELD TECHNOLOGIES CONTRACT IN THE AMOUNT OF $4,449.00 FOR FISCAL YEAR 2025-2026.
Upon roll call, members voted as follows:

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

9. Discuss and Take Action if needed to Approve Loan from First National Bank in the amount of $116,700.00 and to use certificate of deposit #76099 for collateral.

MOTION BY LITTLEJOHN SECOND BY KENDALL TO APPROVE LOAN FROM FIRST NATIONAL BANK IN THE AMOUNT OF $116,700.00 AND TO USE CERTIFICATE OF DEPOSIT #76099 FOR COLLATERAL.
Upon roll call, members voted as follows:

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

10. Discuss and Take Action if needed to Amend Ordinance: Chapter 9, Article 3, Section 9-15 to include additional language to Public Burning Prohibited and declare an emergency clause.

Mayor Mayes explained that the Wilburton Fire Chief may have the authority to issue a burn ban within the city limits even if the county does not. Citizens will need to contact the Fire Department/Dispatch to inform them as this ordinance will assist with communication and save the WFD and other emergency resources from being dispatched out for minor controlled burns. This ordinance will go into effect immediately as the emergency clause is approved.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE AMENDMENT OF ORDINANCE: CHAPTER 9, ARTICLE 3, SECTIONS 9-15 TO INCLUDE ADDITIONAL LANGUAGE TO PUBLIC BURNING PROHIBITED.
Upon roll call, members voted as follows:

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

MOTION BY LITTLEJOHN SECOND BY HAYNES TO APPROVE EMERGENCY CLAUSE.
Upon roll call, members voted as follows:

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

11. Discuss and Take Action if needed to Approve Delta Consultants Project Cost Summary and permission to Open Invitation to Bid for Airport Hanger Project.

Mayor Mayes has been contacted by Delta Consultants and the Oklahoma Department of Aerospace and Aeronautics in one last effort to hopefully receive funding for the hangar and taxilane project. Grayson Ardies - Executive Director of ODAA has worked the state given amount and has changed the local amount from 45% ($120,000.00) to now 5%. ($45,000.00) which previous funds for the airport have remained and will go toward the project.

MOTION BY HAYNES SECOND BY COCKE TO APPROVE DELTA CONSULTANTS PROJECT COST SUMMARY AND PERMISSION TO OPEN INVITATION TO BID AIRPORT HANGER PROJECT.
Upon roll call, members voted as follows:

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

12. Discuss and Take Action if needed to Approve Change Order #3 in the amount of $48,950.00 for the ARPA Wastewater System Improvements Project.

PWA Director Mike Elder informed council this change order is to add the following items due to unforeseen issues: scum pump base with elbows and guide rails, stormwater pump base elbows with tie in, and to upsize the sewer line to 14 inches. Contingency funds provided by the grant will cover this cost.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE CHANGE ORDER #3 IN THE AMOUNT OF $48,950.00.
Upon roll call, members voted as follows:

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

NEW BUSINESS: *NONE*

MAYOR UPDATE:

- *Informed council of new Latimer County Emergency Management Director.*
- *Storm recovery and cleanup efforts continued. Crews have been working endlessly to get things cleaned up.*
- *Update for Enterprise Fleet Program - working to find vehicles to fulfill the contract.*
- *Dana Hugle - Oklahoma Small Business Development Centers shared Declaration of Disaster Relief information regarding potential federal assistance for nonprofits, homeowners, renters and businesses located in Latimer, Pittsburg, Atoka, Coal, Hughes, Pushmataha, Haskell, or McIntosh counties. SBDC will be holding an information session at the Chamber of Commerce office July 9th, 9:00am-6:00pm and their team will be on-site to answer questions, will walk through application steps, and share what options are available to those in Latimer County and surrounding counties recently declared disaster zones.*

ADJOURN.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE TO ADJOURN AT 6:13PM.
Upon roll call, members voted as follows:

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

APPROVED: THURSDAY JULY 10th, 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 3

JAYME GOAD, WARD 4

Julia Kendall
JULIA KENDALL, WARD 5