CITY OF WILBURTON
REGULAR CITY COUNCIL MEETING MINUTES
THURSDAY JULY 10th, 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 10th day of July, 2025 at 5:35pm 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	*PRESENT*		

CITIZENS COMMENTS: *NONE*

1. Consent Agenda:
   a. Minutes Public Hearing meeting June 9th, 2025
   b. Minutes Regular City Council meeting June 9th, 2025.
   c. June 2025 Claims for Payment.
   d. Payment of Payrolls July 11th – August 14th, 2025.

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

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

2. Discussion: SBDC/4 County Consortium Information & Data.

SBDC Representatives Dana Hugle and Trinity Lively shared information and data regarding SBDC's partnerships with City of Wilburton and Eastern Oklahoma State College. They provide confidential, high quality, no cost entrepreneurial and small business management advising in order to assist business owners and entrepreneurs in many areas relevant to starting and expanding their businesses in Latimer, Leflore, Haskell and Pittsburg counties. Since partnering with the City, SBDC data shows the following:

- *789 clients served in the region.*
- *Over 5700 consulting hours with those clients.*
- *77 new business starts.*
- *Created 275 jobs and Retained 512 jobs that were at risk to be lost during Covid.*
- *168 loans awarded so far.*

SBDC would like to thank City Council for their continued support. Ward 1 Allen Littlejohn commended SBDC on their hard work and success. The City of Wilburton looks forward to continued success and partnership. Discussion Only/No Action needed at this time.

3. Discuss and Take Action if needed to Approve Final Budget Amendments (#8-13) for FY 24-25.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE FINAL BUDGET AMENDMENTS 8-13 FOR FY 24-25.
Upon roll call, members voted as follows:

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

4. Discuss and Take Action if needed to Approve Renewal of OMAG Workers Compensation Plan for the City in the amount of $22,003.00 PWA in the amount of $9,051.00, and Work Ready in the amount of $244.00 for a total amount of $31,297.83 and to use escrow credit in the amount of $25,754.17 for FY 25-26.

MOTION BY LITTLEJOHN SECOND BY GOAD TO APPROVE RENEWAL OF OMAG WORKERS COMPESATION PLAN FOR CITY, PWA, AND WRO FOR FY 25-26.
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 Renewal of Pitney Bowes NASPO ValuePoint Lease Agreement in the amount of $205.59 to be paid quarterly for FY 25-26.

MOTION BY HAYNES SECOND BY KENDALL TO APPROVE RENEWAL OF PITNEY BOWES NASPO VALUEPOINT LEASE AGREEMENT FOR FY 25-26.
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 Renewal of Statewide Communications and Wilburton Fire Department Tower Lease Agreement in the amount of $3540.00 to be paid in 1 annual payment for FY25-26.

MOTION BY HAYNES SECOND BY COCKE TO APPROVE RENEWAL OF STATEWIDE COMMUNICATIONS AND WFD TOWER LEASE AGREEMENT FOR FY 25-26.
Upon roll call, members voted as follows:

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

7. Discuss and Take Action if needed to Approve Updated Trail Master Plan Proposal by LandPlan Consultants Inc. and use fund balance up to $26,927.00 with Latimer County Tourism Trust Authority to assist with 40% of overall expenses.

Mayor Mayes shared information for the upcoming Trails Project. The initial Master Plan was created in 2012 and has been a great asset in planning and securing funding for the previous sidewalks and other projects. Unfortunately, the plan has become outdated, not only by years but also dollar amounts as costs have increased. TAP Grant Representatives have advised to get updated information and an updated plan in order to secure funding for future projects. Instead of doing a new plan, Mayor Mayes has proposed to have the current one updated. She has reached out to Latimer County Tourism Trust Authority and they have agreed to partner with the City of Wilburton as they have shared interest in some of the trails and information to be provided by the updated Master Plan. Due to this expense not being a part of the original budget, fund balance will also need to be used. Current plans would be to obtain another TAP Grant to continue the sidewalk from City Hall to Casey's and then hopefully obtain a Recreational Trails Grant which will start in town and go out to Robbers Cave State Park.

MOTION BY HAYNES SECOND BY GOAD TO APPROVE UPDATED TRAIL MASTER PLAN PROPOSAL.
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 Eastern Electrical Inc. Proposal #13952 in the amount of $16,750.00 and Public Service of Oklahoma Construction Agreement in the amount of $9,612.07 for updates to the Fire Department in order to use the cascade system and be generator ready.

MOTION BY LITTLEJOHN SECOND BY GOAD TO APPROVE EASTERN ELECTRIC INC. PROPSAL AND PSO AGREEMENT AS AMENDED.
Upon roll call, members voted as follows:

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

9. **Discuss and Take Action if needed to Review and approve Pay Application 3 and Disbursement Request for Circle B Underground for the ARPA Wastewater Project.**

MOTION BY HAYNES SECOND BY KENDALL TO APPROVE PAY APPLICATION 3 AND DISPURSEMENT REQUEST IN THE AMOUNT OF 137,044.15 FOR CIRCLE B UNDERGROUND AS AMENDED.
Upon roll call, members voted as follows:

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

10. **CONSIDER AND TAKE ACTION WITH RESPECT TO A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILBURTON, OKLAHOMA (THE "CITY"), APPROVING ACTION TAKEN BY THE WILBURTON PUBLIC WORKS AUTHORITY (THE "AUTHORITY") AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF A PROMISSORY NOTE OF THE AUTHORITY TO THE OKLAHOMA WATER RESOURCES BOARD; RATIFYING, CONFIRMING, AND APPROVING A LEASE, AS AMENDED; APPROVING AND AUTHORIZING THE EXECUTION OF A SALES TAX AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATED THERETO.**

Municipal Finance Services Inc. Representative Chris Wolff and ISG Engineering Representative Dale Burke shared updated information and walked through materials regarding the ARPA Wastewater Project. Ward 2 Terry Haynes commended Mr. Wolf and Burke on their hard work and precision and looks forward to the completion of the project.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE RESOLUTION 25-1288.
Upon roll call, members voted as follows:

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

NEW BUSINESS: *NONE*
MAYOR UPDATE:

- **1st new fleet vehicle (Parks and Rec Truck) is scheduled to be delivered and the others for Street and PWA crews should start being scheduled for delivery as well.**
- **Parks and Recreation Annual Maintenance Plans are in the works along with employees receiving training for spraying certifications.**

ADJOURN.
MOTION BY LITTLEJOHN SECOND BY HAYNES TO ADJOURN AT 6:27PM.
Upon roll call, members voted as follows:

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

APPROVED: THURSDAY AUGUST 14th, 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
JAYME GOAD, WARD 4

Julia Kendall
JULIA KENDALL, WARD 5