CITY OF WILBURTON
REGULAR CITY COUNCIL MEETING MINUTES
THURSDAY DECEMBER 11th, 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 11th day of December, 2025 at 5:30pm. Mayor Mayes led the group in prayer and 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. **November 2025 Claims for Payment.**
   b. **Payment of Payrolls December 12th, 2025 – January 8th, 2026.**
   c. **Minutes of Regular Meeting November 13th, 2025.**
   d. **Renewal of Annual Memorandum of Understanding between Eastern Oklahoma State College, Four-County Small Business Development Network, and City of Wilburton.**

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

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

2. **Discussion Only - Fall Festival/Car Show/Burger Burn After Action Reports.**
   Lauren Davis – President
   Caitlin Parker – Vice President

Lauren and Caitlin shared data and follow up information from the 2025 Fall Festival Events. The Fall Festival Committee appreciates the ongoing partnership and support of the city. Data suggest 25,600 visitors were in the area over the 3-day span of the festival as they were coming into the park and coming into town afterwards. Top visited locations were Caseys, Choctaw Travel Plaza, Dollar General, McDonalds, Sonic, and Tractor Supply. Caitlin shared there we approximately 450 participants at the Burger Burn and 300 participants at the Car Show. Unfortunately, due to severe weather, they had to close the Car Show early. After much research and attempts of contacting several carnival vendors this year, the committee has been reconnected with a previous vendor and is actively working on a contract for next year's festival. The committee hopes for better weather and will begin meeting again in January to start planning for the 2026 Festival. The committee also encourages and invites anyone who would like to volunteer to attend the open meetings or connect with a committee member to be a part of a subcommittee. Ward 3 Sara Jane shared her family enjoyed the festival and loved seeing the variety of vendors such as more local and unique/hand-made Oklahoma products.

3. **Discuss and Take Action if needed to Approve Budget Amendment #8 to Increase General Fund Revenue and Expense Accounts to Reflect Grant Funds Awarded in the amount of $45,999.00 for purchase of Gametime playground equipment.**

MOTION BY LITTLEJOHN SECOND BY KENDALL TO APPROVE BUDGET AMENDMENT #8.
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 ISG Pay Application #5 and Disbursement Request #8 in the amount of $41,478.32 for ARPA Wastewater System Improvements.**

PWA Director Mike Elder shared this is the retention funds they have held for the closing of the ARPA project.

MOTION BY COCKE SECOND BY GOAD TO APPROVE ISG PAY APPLICATION #5 AND DISBURSEMENT REQUEST #8.
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 Lease Agreement Updates with Wilburton Area Chamber of Commerce, Wilburton Main Steet Inc., Latimer County Tourism, and Latimer Area Museum for fiscal year 2026.**

Mayor Mayes shared the previous lease agreements for the buildings these organizations are currently housed in have not been renewed/updated for quite some time. After review, she recommends updating and setting the same clauses across the board for each organization. Mayor Mayes also recommends using the previous museum lease agreement with the added section: "TENANTS IN COMMON" for the buildings that will be housing more than one entity.

MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE LEASE AGREEMENT UPDATES FOR FISCAL YEAR 2026.
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 Resolution 25-1291 2026 City of Wilburton Holidays.**

MOTION BY GOAD SECOND BY COCKE TO APPROVE RESOLUTION 25-1291.
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 Resolution 25-1292 2026 City Council Meetings.**

MOTION BY LITTLEJOHN SECOND BY KENDALL TO APPROVE RESOLUTION 25-1292.
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 Resolution 25-1293 2026 Economic Development Committee Meetings.**

MOTION BY COCKE SECOND BY KENDALL TO APPROVE RESOLUTION 25-1293.
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 Approve Resolution 25-1294 2026 Planning and Zoning Commission Meetings.**

MOTION BY COCKE SECOND BY GOAD TO APPROVE RESOLUTION 25-1294. Upon roll call, members voted as follows:

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

10. **Discuss and Take Action if needed to Approve Resolution 25-1295 2026 Board of Adjustments Meetings.**

MOTION BY HAYNES SECOND BY COCKE TO APPROVE RESOLUTION 25-1295.
Upon roll call, members voted as follows:

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

11. **Discuss and Take Action if needed to Approve Resolution 25-1296 2026 Child and Family Advocacy and Outreach Commission Meetings.**

MOTION BY LITTLEJOHN SECOND BY GOAD TO APPROVE RESOLUTION 25-1296.
Upon roll call, members voted as follows:

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

12. **Discuss and Take Action if needed to Approve Resolution 25-1297 2026 Fall Festival Committee Meetings.**

MOTION BY COCKE SECOND BY KENDALL TO APPROVE RESOLUTION 25-1297.
Upon roll call, members voted as follows:

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

13. **Discuss and Take Action if needed to Approve Resolution 25-1298 2026 Emergency Management Meetings.**

MOTION BY LITTLEJOHN SECOND BY GOAD TO APPROVE RESOLUTION 25-1298.
Upon roll call, members voted as follows:

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

NEW BUSINESS: *NONE*

MAYOR UPDATE: **Invitation to City of Wilburton Staff End of Year Celebration.**
Ice Skating Rink will open this Sunday - January 4th at Roy's.

ADJOURN.
MOTION BY LITTLEJOHN SECOND BY COCKE TO APPROVE TO ADJOURN AT 5:53PM.
Upon roll call, members voted as follows:

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

APPROVED: THURSDAY JANUARY 8th, 2026.

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