

The regularly scheduled **Vinita Utilities Authority (VUA) Meeting** was held on Tuesday, June 20, 2023, 5:30 p.m., in the City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma. Public notice of the meeting was given by posting the agenda at City Hall on June 16, 2023 at 3:45 p.m.

Legal Counsel: Leonard Logan

Mayor Josh Lee called the meeting to order at 5:30 p.m.

MEETING MINUTES

1. The Pledge of Allegiance and Salute to Oklahoma Flag was led by Councilor Skip Briley.
2. Roll Call. Members attending: Kevin Wofford, Roger Tyler, John Swift, Stephanie Hoskin, Dale Haire, Danny Lankford, Skip Briley, Terry Young. Absent: None.
3. Recognition of Visitors and Public Comments.

No cards or emails were submitted.
4. Consideration to approve Consent Agenda:

A. Minutes from the June 6, 2023 VUA Meeting.

Motion by Swift, seconded by Wofford, to approve Consent Agenda. Motion: Passed.
5. Discussion, consideration and possible action for report by Mears Engineer, LLC on Water and Wastewater System Improvements for future projects and possible loans.

Aaron Mears represented to write the reports needed to apply for certain WTP/WWTP Projects. This report will help make us compliant to apply for several loans including OWRB and DEQ loans.

Several projects to be included are the filters and crossovers at the WTP and sludge removal and grit removal system at the WWTP.

Motion by Lankford, seconded by Tyler, to approve action for report by Mears Engineer, LLC on Water and Wastewater System Improvements for future projects and possible loans which is to be paid out of AARP Unforeseen Funds. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.
6. Consideration to approve 2022 Audit Report with Ober & Littlefield CPA.

Motion by Hoskin, seconded by Wofford, to approve the 2022 Audit Report with Ober & Littlefield CPA. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.
7. VUA Superintendent Report.

Several leaks around the distribution lines. Repaired the Splash Pad sensor and located a vendor for a much lower cost on this sensor.

Waste Water continuing to remove sludge on the small pond.

WTP Installed 150hp pump at the raw water station. Bleach stands and pumps were installed.
Solid Waste Total tons to landfill 105.8 with 6 trips this week.

8. New Business.

None.

9. Adjourned at 5:48 p.m.

Motion by Briley, seconded by Young, to adjourn. Motion: Passed.

ATTEST:


Brian Prince, Secretary




Josh D. Lee, Chairman

THE FOLLOWING IS A SUMMARY OF THE INFORMATION RECEIVED FROM THE
SOURCE OF THE INFORMATION.

1. Name of the person

2. Address

3. Date of birth

4. Place of birth

5. Occupation



6. Signature

The regularly scheduled **Vinita City Council Meeting** was held on Tuesday, June 20, 2023 immediately following the Vinita Utilities Authority (VUA) Meeting at 5:30 p.m., in the City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma. Public notice of the meeting was given by posting the amended agenda at City Hall on June 19, 2023 at 7:50 a.m.

Legal Counsel: Leonard Logan

Mayor Josh Lee called the meeting to order at 5:46 p.m.

MEETING MINUTES

1. Roll Call. Members attending: Kevin Wofford, Roger Tyler, John Swift, Stephanie Hoskin, Dale Haire, Danny Lankford, Skip Briley, Terry Young. Absent: None

Motion by Hoskin, seconded by Swift, to approve roll call from VUA Meeting. Motion: Passed.

2. Recognition of visitors.

Taylor Williams with Leonard Logan as a second year Associate.

3. Veteran Recognition.

Mayor Lee recognized Don Sherman who served in the United States Army from 1966-1968 in the 175 Battalion training at Fort Polk, Louisiana.

4. Consideration to approve Consent Agenda:

A. Actions taken during the VUA meeting.

B. Minutes from the June 6, 2023, City Council meeting.

Motion by Haire, seconded by Swift to approve Consent Agenda. Motion: Passed.

5. Discussion, consideration, and possible action regarding abatement by City of Vinita necessary for nuisance declared on April 18, 2023 on property belonging to Jack Smith.

A list has been provided of nuisances reported by Code Enforcer Henry Goforth.

Motion by Haire, seconded by Hoskin, to approve to allow more time for cleanup until September 19, 2023. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley. Nay votes: Young. Motion carried.

6. Discussion, consideration, and possible action to approve bid for AIP 3-40-0100-016-2023 "Construct New Taxilane to Hanger Development contingent upon receipt of the FAA Grant in the amount of \$390,504.00 to Contech, Inc.

This will allow a taxilane and room for additional 5 hangers.

Motion by Briley, seconded by Lankford, to approve bid for AIP 3-40-0100-016-2023 "Construct New Taxilane to Hanger Development contingent upon receipt of the FAA Grant in the amount of \$390,504.00 to Contech, Inc. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

7. Discussion, consideration, and possible action with recommendations from the Finance Committee:

A. Temporary Appropriations in the amount of \$5,402,333.94.

Motion by Hoskin, seconded by Tyler to approve Temporary Appropriations in the amount of \$5,402,333.94. Motion: Passed.

B. Ober & Littlefield FY 23-24 Contract.

Not to exceed \$7,000.00

Motion by Hoskin, seconded by Tyler to approve Ober & Littlefield FY 23-24 Contract. Motion: Passed.

C. Hood & Associates, PC FY 23-24 Contract.

Not to exceed \$25,500

Motion by Hoskin, seconded by Tyler to approve Hood & Associates, PC FY 23-24 Contract. adjourn. Motion: Passed.

D. DOC Services, INC FY 23-24 Contract.

\$10,000.00 Annually

Motion by Hoskin, seconded by Tyler to approve DOC Services, INC FY 23-24 Contract. Motion: Passed.

E. Pelivan FY 23-24 Contract.

\$48,950.00 Annually

Motion by Hoskin, seconded by Tyler to approve Pelivan FY 23-24 Contract Motion: Passed.

F. Vinita Senior Citizens FY 23-24 Contract.

\$37,398.12 Annually

Motion by Hoskin, seconded by Tyler to approve Vinita Senior Citizens FY 23-24 Contract.. Motion: Passed.

G. Neighbors Helping Neighbors FY 23-24 Contract.

Motion by Hoskin, seconded by Tyler to approve Neighbors Helping Neighbors FY 23-24 Contract Motion: Passed.

H. Positronix Technology FY 23-24 Contract.

\$33,300.00 Annually

Motion by Hoskin, seconded by Tyler to approve Positronix Technology FY 23-24 Contract.
Motion: Passed.

I. NOCC Fire Agreement FY 23-24 Contract.

\$450.00 per run.

Motion by Hoskin, seconded by Tyler to approve NOCC Fire Agreement FY 23-24 Contract.
Motion: Passed.

J. Eastern Trails Museum FY 23-24 Contract.

\$19,200 from EC/Development Annually

Motion by Hoskin, seconded by Tyler to approve Eastern Trails Museum FY 23-24 Contract.
Motion: Passed.

8. Discussion, consideration, and possible action to transfer designated funds for the City of Vinita Gen Gov FY 22-23 Budget with recommendations from the Finance Committee:

A. From Gen Gov M/O to Governing Board Personnel Services in the amount of \$15,000.00.

Motion by Hoskin, seconded by Tyler to transfer funds from Gen Gov M/O to Governing Board Personnel Services in the amount of \$15,000.00. Motion: Passed.

B. From Gen Gov M/O to Municipal Court Personnel Services in the amount of \$1,600.00.

Motion by Hoskin, seconded by Tyler to transfer funds from Gen Gov M/O to Municipal Court Personnel Services in the amount of \$1,600.00. Motion: Passed.

C. From Gen Gov M/O to Fire Department Personnel Services in the amount of \$57,000.00.

Motion by Hoskin, seconded by Tyler to transfer funds from Gen Gov M/O to Fire Department Personnel Services in the amount of \$57,000.00. Motion: Passed.

D. From Gen Gov M/O to Library Personnel Services in the amount of \$2,000.00.

Motion by Hoskin, seconded by Tyler to Library Personnel Services in the amount of \$2,000.00. Motion: Passed.

9. Discussion, consideration, and possible action with recommendations from the Finance Committee on Ordinance 3814; Establishing the salaries and compensation of elected officials of the City of Vinita, Oklahoma; Providing for revision thereto Ordinance 3760.

This will change the % for elected officials to 2% every other FY beginning FY 2023.

Motion by Hoskin, seconded by Wofford, to approve Ordinance 3814; Establishing the salaries and compensation of elected officials of the City of Vinita, Oklahoma; Providing for revision thereto Ordinance 3760. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

10. Discussion, consideration, and possible action on Ordinance 3814 Emergency Clause.

Motion by Hoskin, seconded by Tyler, to approve Ordinance 3814 Emergency Clause. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

11. Discussion, consideration, and possible action on Ordinance 3815; Establishing Compensation of the Fire Chief of the City of Vinita, Oklahoma; Providing for revision thereto Title 1 Sec1-7B-4.

This will align the Fire Chief Salary with Police Chief's Salary as stated in Ordinance 3814.

Motion by Young, seconded by Wofford, to approve Ordinance 3815; Establishing Compensation of the Fire Chief of the City of Vinita, Oklahoma; Providing for revision thereto Title 1 Sec1-7B-4. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Young. Nay votes: Briley. Motion carried.

12. Discussion, consideration, and possible action on Ordinance 3815 Emergency Clause.

Motion by Young, seconded by Haire, to approve Ordinance 3815 Emergency Clause. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

13. Discussion, consideration, and possible action to approve 2022 Audit Report with Ober & Littlefield CPA.

Motion by Hoskin, seconded by Lankford, to approve 2022 Audit Report with Ober & Littlefield CPA. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

14. Discussion, consideration, and possible action to pay invoice ORD-1635 in the amount of \$24,799.00 to CMC for Confined Space Rescue Technician Class out of the SAFER Grant.

Motion by Hoskin, seconded by Wofford, to approve to pay invoice ORD-1635 in the amount of \$24,799.00 to CMC for Confined Space Rescue Technician Class out of the SAFER Grant. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

15. Discussion, consideration, and possible action on quote #NJVX671 in the amount of \$10,740.00 to CDW-G for Panasonic Tough books for Vinita Police Department.

Motion by Young, seconded by Lankford, to approve quote #NJVX671 in the amount of \$10,740.00 to CDW-G for Panasonic Tough books for Vinita Police Department. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

16. Department Reports:

Fire Chief Kevin Huxtable reported call numbers for the month for the department and Engine 4 is having some oil issues and will be looked at.

City Councilor Stephanie Hoskin gave an update on the Route 66 Festival and thanked all City Employees who put in the extra work for this event. It took every department in the city to make it happen.

17. New Business.

None.


18. Adjourned at 6:59 p.m.

Motion by Hoskin, seconded by Briley to adjourn. Motion: Passed.

ATTEST:


Brian Prince, City Clerk




Josh D. Lee, Mayor