



Regularly Scheduled **Vinita Utilities Authority (VUA) Meeting**

Tuesday, April 16, 2024, 5:30 p.m., City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma.

AGENDA

1. The Pledge of Allegiance and the Salute to Oklahoma Flag.
2. Roll Call.
3. Recognition of Visitors and Public Comments.
4. Consideration to approve Consent Agenda:
 - A. Minutes from the April 2, 2024 VUA Meeting.
5. Discussion, consideration and possible action relating to items removed from Consent Agenda.
6. Discussion, consideration and possible action to purchase backhoe parts and service labor from Warren Cat in the amount of \$6,698.17.
7. Discussion, consideration and possible action to hire Trevor Lawson as a Full Time VUA Employee. Effective April 21, 2024.
8. VUA Superintendent Report.
9. New Business.
10. Adjourn.


Rhonda Taylor, Deputy City Clerk

Posted April 12, 2024, at 3:00 PM.

The regularly scheduled **Vinita Utilities Authority (VUA) Meeting** was held on Tuesday, April 2, 2024, 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 March 29, 2024 at 5:30 p.m.

Legal Counsel: Ryan Olsen

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 Skip Briley.
2. Roll Call. Members attending: Kevin Wofford, Roger Tyler, Stephanie Hoskin, Dale Haire, Danny Lankford, Skip Briley, Terry Young. Absent: John Swift
3. Recognition of Visitors and Public Comments.

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

A. Minutes from the March 19, 2024 VUA Meeting.
B. VUA March 2024 Bills Payable.

Motion by Hoskin, seconded by Wofford, to approve Consent Agenda. Motion: Passed.
5. Discussion, consideration and possible action relating to items removed from Consent Agenda.

No action needed.
6. VUA Superintendent Report.

Having some issues with one of the back hoes Smith wanted to thank Street Department for allowing access to one when needed.
7. Vote to enter into executive session:

A. Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest; Regarding DEQ Consent Order, Case No. 24-057.

Motion by Briley, seconded by Young, to enter into executive session: Motion: Passed.
8. Vote to return to open session.

Motion by Young, seconded by Tyler, to return to open session. Motion: Passed.
9. Statement of Executive Session.

No votes were cast and no other items were discussed.

10. Discussion, consideration and possible action on items discussed in Executive Session regarding DEQ Consent Order, Case No. 24-057.

Motion by Haire, seconded by Swift, to authorize the Chairman to execute DEQ Consent Case No 24-057. Roll Call: Aye votes: Wofford, Tyler, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

11. New Business.

None.

12. Adjourned at 5:55 p.m.

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

Josh D. Lee, Chairman

ATTEST:

Brian Prince, Secretary

CITY OF VINITA
 PO BOX 329 ATTN CITY CLERK
 VINITA

ESTIMATE

CUSTOMER NO.	QUOTE NO.	DATE	CONTACT
9995075	24147688	4/4/2024	
PHONE NO.	FAX NO.	EMAIL	
5555555555			
MODEL	MAKE	SERIAL NO.	
420F AS4	CATERPILLAR	OSKR03923	
UNIT NO.	HOURS	WO NO.	P.O. NO.
	8		

SEGMENT: 01 TROUBLESHOOT AFTERTREATMENT SYSTEM (035 108U)
 NOTES:

Parts

Part Number	Description	Qty	Unit Price	Discount%	Ext Price
Total Estimated Parts:					0.00

Labor

Item Number	Description	Qty	Unit Price	Discount%	Ext Price
SJM-**-**-**	STD JOB MACH SHP	4.00	172.00	0	688.00
Total Estimated Labor:					688.00

Labor Summary

Misc

Item Number	Description	Qty	Unit Price	Discount%	Ext Price
SUP-**-**-**	SUPPLIES	1	75.00	0	75.00
Total Estimated Misc:					75.00

Segment 01 Total: 763.00

SEGMENT: 02 REMOVE & INSTALL DIESEL PARTICULATE FILTER (010 108F)
 NOTES:

Parts

Part Number	Description	Qty	Unit Price	Discount%	Ext Price
RI-PARTS-1	MISC PARTS	1	50.00	0	50.00
Total Estimated Parts:					50.00

Labor

Item Number	Description	Qty	Unit Price	Discount%	Ext Price
SJM-**-**-**	STD JOB MACH SHP	8.00	172.00	0	1,376.00
Total Estimated Labor:					1,376.00

Labor Summary

Segment 02 Total: 1,426.00

SEGMENT: 03 REPLACE WITH NEW DIESEL PARTICULATE FILTER (511 108F)
NOTES:

Parts

Part Number	Description	Qty	Unit Price	Discount%	Ext Price
3809159	FILTER GP-DP	1	3,816.67	0	3,816.67
RI-PARTS-1	MISC PARTS	1	150.00	0	150.00
Total Estimated Parts:					3,966.67

Labor

Item Number	Description	Qty	Unit Price	Discount%	Ext Price
SJM-**-**-**	STD JOB MACH SHP	1.80	172.00	0	309.60
Total Estimated Labor:					309.60

Labor Summary

Segment 03 Total: 4,276.27

SEGMENT: 04 REPLACE RELAY ELECTRONIC CONTROL (510 1927)
NOTES:

Parts

Part Number	Description	Qty	Unit Price	Discount%	Ext Price
2750490	RELAY AS.	1	60.90	0	60.90
Total Estimated Parts:					60.90

Labor

Item Number	Description	Qty	Unit Price	Discount%	Ext Price
SJM-**-**-**	STD JOB MACH SHP	1.00	172.00	0	172.00
Total Estimated Labor:					172.00

Labor Summary

Segment 04 Total: 232.90

Total Segments: 6,698.17

SUB TOTAL (BEFORE TAXES) 6,698.17

PO#: _____ Authorized Name: _____ (signature)

Date: _____ (print)

Thank you for this opportunity to serve your company

CONTACT INFORMATION:

Prepared by: Brett Ritchey Phone: Email: Brett.Ritchey@warrencat.com Fax:

-
- This estimate will expire 14 days from the estimate date.
 - Price excludes Freight Charges, Operating Supplies/EPA Fees, Overtime and supplier prices changes and surcharges
 - Terms: Net 10th Prox.
 - Sales Taxes where applicable are not included with the above prices.
-

Terms and Conditions

BY SIGNATURE ABOVE, I certify that I am the owner or owner's agent, and authorize Warren CAT, its employees, subcontractors or consultants to perform the inspection, maintenance or repairs described above to include the provision and use of necessary materials required to accomplish the described work scope. I further authorize Warren CAT to operate the equipment, or any part therein described for the purpose of testing and/or inspection. I understand that payment for all work performed is due in full upon completion.

Upon acceptance, this quote becomes a legal agreement between you (either an individual or the entity you are authorized to represent) and Warren CAT. Further, signing certifies the information provided is true and correct, and that the signer is authorized to charge this purchase as noted. Warren CAT reserves the right to reject a partial or modified quote. You may cancel an accepted quote until the work is started. Once started, work may be stopped at anytime. Partially completed work will be billed based on Time and Materials at Warren CAT's prevailing rate. Additional handling and storage fees may apply to work partially completed or work temporarily put on hold.

EQUIPMENT HAVING INSTALLED FIRE SUPPRESSANT SYSTEMS: During course of repair work it may become necessary to deactivate or disturb mechanical and/or electrical components of the fire suppression system. Reactivation of the fire suppressant system is the responsibility of the customer and should be undertaken before machine operations. Warren CAT accepts no responsibility for the reactivation, testing or operation of the fire suppressant system.

STANDARD WARRANTY: Parts for this repair are warranted as indicated by the manufacturer from the date of invoice. In addition, Warren CAT's standard labor warranty of 90 days will apply. Full warranty statements, including limitations and exclusions, are available from any Warren CAT facility. Ask your service representative about additional or enhanced warranty availability.

THESE WARRANTIES ARE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS OF PURPOSE. REMEDIES FOR THESE WARRANTIES ARE LIMITED TO THE PROVISION OF MATERIAL AND SERVICES AS SPECIFIED HEREIN. IN NO EVENT WILL EITHER CATRPILLAR OR WARREN CAT BE RESPONSIBLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

CORE CHARGES: Core charges will be returned to customer upon acceptance of the core by Caterpillar.

OVERTIME: Overtime can be added at customers request charged at Warren CAT's prevailing overtime rate.

PARTS POLICY: This quote does not include any un-salvageable parts. Parts will be set aside for customer approval before replacement.

TURNAROUND TIME: Warren CAT will not be responsible for circumstances outside of its control. If delays are experienced, the customer will be contacted. In no event will Warren CAT or subsidiaries be liable for any direct or indirect damages (including, without limitation, lost profits, lost savings or other incidental or consequential damages) arising out of the use or inability to use the machine, even if Warren CAT or subsidiaries has been advised of the possibility of such loss.

VUA SUPERINTENDANT REPORT

DISTRIBUTION

6" TAP ON 540 E EXCELSIOR
703 N SCRAPER METER CAN, REPLACED SERVICE LINE
124 FAIRMONT SERVICE LINE
504 S SMITH SERVICE LINE
601 PERSIMMON COMPLETED DIRT WORK FROM FIRE HYDRANT REPLACEMENT
RODDED SEWER N SCRAPER STREET
TOOK BACKHOE TO WARREN CAT TO REPAIR WAITING ON COUNCIL APPROVAL
PAINTED SWIMMING POOL

SOLID WASTE

TOOK BOTH TRUCKS FOR REPAIR ELECTRICAL ISSUES

WATER TREATMENT PLANT

REPLACED MIXER FOR THE NON IONIC POLYMER TANK
CLEANED BOTH PONDS
REPLACED ALL SHUT OFF VALVES FOR TURBIDITY METERS
REPLACED TUBING ON POLYMER PUMP

WASTE WATER PLANT

STARTED MOWING AND WEED EATING
CLEANED 4 DRYING BEDS
HAULD SLUDGE TO LAND APPLICATION SITE
RECEIVED RAW WATER PUMP #3



Regularly Scheduled **Vinita City Council Meeting**

Tuesday, April 16, 2024, immediately following the Vinita Utilities Authority (VUA) Meeting at 5:30 p.m., in the City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma.

AGENDA

1. Roll Call.
 2. Recognition of Visitors and Public Comments.
 3. Veteran Recognition
 4. Update from Mansion Entertainment Group.
 5. Consideration to approve Consent Agenda:
 - A. Actions taken during the VUA meeting.
 - B. Minutes from the April 2, 2024, City Council meeting.
 6. Discussion, consideration and possible action relating to items removed from Consent Agenda.
 7. Discussion, consideration and possible action with recommendations from Park and Cemetery Committee:
 - A. To purchase diving board for Vinita Municipal Swimming Pool in the amount of \$7,282.00.
 8. Discussion, consideration and possible action on invoice 9074-1 from Mears Engineers, LLC in the amount of \$14,130.00 for Prep Grant Industrial Park Drainage and Roadway.
 9. Discussion, consideration and possible action on Estimate# 865-029452 from RCN Technologies:
 - A. 30 day trial of the device.
 - B. Full contract after 30 days in the amount of \$17,782.36 for 7 devices.
 10. Discussion, consideration and possible to reappoint Vinita residents Toni Moore, Bill Corbett and Stephen Tamplen to the Library Board for a three year term commencing May 1, 2024, upon recommendation of the Vinita Public Library Board of Directors.
 11. Discussion, consideration, and possible action to approve a grant application to the Oklahoma Arts Council in partnership with the Vinita Friends of Route 66, Inc.
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-CONT AGENDA

12. Discussion, consideration, and possible action to approve a request to close the following streets during the 10th Annual Vinita Route 66 Festival:

June 14th, 5:00 a.m. through June 15th 2:00 p.m.; The eastern half of the 100 block of West Canadian Ave.

June 15th 12:01 a.m. through 2:00 p.m.; The 100 block of E. Canadian Ave. and the 100 and 200 blocks of S. Wilson St.

13. Department Reports:

- A. City Administrator Allen Goforth
- B. Cemetery/Parks/Street Department James Tracy
- C. Library Vanessa Hicks
- D. Police Chief Mark Johnson
- E. Fire Chief Kevin Huxtable
- F. Code Enforcement Henry Goforth
- G. Economic & Community Development Coordinator Misty Deffenbaugh
- H. City Clerk Brian Prince
- I. Treasurer Paula Butcher
- J. Mayor Josh Lee

14. Vote to enter into executive session:

- A. Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, pursuant to Title 25 O.S. 307 (B)(1): Probationary Police Officer William Cantrell.

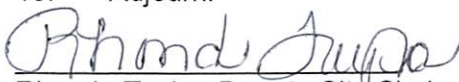
15. Vote to return to open session.

16. Statement of Executive Session.

17. Discussion, consideration and possible action on items discussed in Executive Session on the employment, hiring, appointment, promotion, demotion, disciplining or resignation of Probationary Police Officer William Cantrell.

18. New Business.

19. Adjourn.


Rhonda Taylor, Deputy City Clerk

Posted April 12, 2024 at 3:00 PM

The regularly scheduled **Vinita City Council Meeting** was held on Tuesday, April 2, 2024, 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 agenda at City Hall on March 29, 2024 at p.m.

Legal Counsel: Ryan Olsen

Mayor Josh Lee called the meeting to order at 5:55 p.m.

MEETING MINUTES

1. Roll Call. Members attending: Kevin Wofford, Roger Tyler, Stephanie Hoskin, Dale Haire, Danny Lankford, Skip Briley, Terry Young. Absent: John Swift..
2. Recognition of Visitors and Public Comments.

No cards were submitted.
3. Proclamation to CASA of Northeast Oklahoma for National Child Abuse Prevention Month.

Mayor Josh Lee and City Clerk Brian Prince presented the Proclamation to Dr. John Myers.
4. Consideration to approve Consent Agenda:
 - A. Actions taken during the VUA meeting.
 - B. Minutes from the March 19, 2024, City Council meeting.
Motion by Tyler, seconded by Hoskin to approve Consent Agenda: Motion: Passed.
5. Discussion, consideration and possible action relating to items removed from Consent Agenda.

No action needed.
6. Discussion, consideration and possible action on Finance Ordinance 3838; Bills Payable.

Motion by Hoskin, seconded by Tyler to approve Finance Ordinance 3838; Bills Payable..
Motion: Passed.
7. Discussion, consideration and possible action on Finance Ordinance 3838 Emergency Clause.

Motion by Hoskin, seconded by Tyler to approve Finance Ordinance 3838 Emergency Clause.
Motion: Passed.
8. Discussion, consideration and possible action on Ordinance 3839; Amending the Zoning Classification of Certain Property Located within the City of Vinita, Oklahoma; and Declaring an Emergency.
 - A. All that part of the SE/4 SW/4 SW/4 and the S/2 SE/4 SW/4 lying south and east of the Oklahoma Turnpike Authority Right-of-Way which is described as follows: Beginning at a point on the South Line of said SW/4 SW/4 470.5 feet east of the southwest corner of said SW/4 SW/4; thence East along said south line a distance of 488.6 feet; thence Northeasterly on a curve to the left having a radius of 17,339.0 feet a distance of 1012.3 feet to a point on

the North Line of said S/2 SE/4 SW/4; thence West along said North Line a distance of 421.5 feet to the northwest corner of said S/2 SE/4 SW/4; thence North along the east line of said SW/4 SW/ 4 a distance of 31.0 feet; thence southwesterly on a curve to the right having a radius of 17,339.0 feet a distance of 1094.7 feet to the point of beginning; AND All that part of said 5/2 St/4 SW/4 and all that part of the SW/4 SW/4 SE/4 lying south of the south line of public road which south line is described as follows to-wit: Beginning at the southeast corner of the SW/4 SW/4 SE/4; thence North along the east line of said subdivision a distance of 75 feet to the south line of said public road; thence North 70 degrees West to a point where the south line of said public road intersects the north line of the SW/4 SE/4 SW/4 all being in Section 23, Township 25 North, Range 20 East of the Indian Base and Meridian in Craig County, Oklahoma. Containing 20.4084 acres and subject to covenants, easements and restrictions of record.

STREET OR APPROXIMATE LOCATION:

E HWY 60 East of I44 on South Side of Road

Motion by Briley, seconded by Wofford, to approve Ordinance 3839; Amending the Zoning Classification of Certain Property Located within the City of Vinita, Oklahoma. Roll Call: Aye votes: Wofford, Tyler, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

B. Emergency Clause.

Motion by Briley, seconded by Young to approve Emergency Clause. Motion: Passed.

9. Discussion, consideration and possible action on acceptance of grant from Cherokee Nation in the amount of \$20,050.00 for purchase of internet capabilities for VPD Patrol Units.

Motion by Hoskin, seconded by Tyler to approve acceptance of grant from Cherokee Nation in the amount of \$20,050.00 for purchase of internet capabilities for VPD Patrol Units. Motion: Passed.

10. Discussion, consideration and possible action on Quote from TLS GROUP, INC in the amount of \$45,000.00 for the repair of Wilson and Illinois Traffic Control Detection System.

To be paid out of CIP 75

Motion by Hoskin, seconded by Wofford to approve Quote from TLS GROUP, INC in the amount of \$45,000.00 for the repair of Wilson and Illinois Traffic Control Detection System. Motion: Passed.

11. Discussion, consideration and possible action on Invoice from Livingston Plumbing LLC in the amount of \$11,480.00 for remodel at Vinita Fire Department.

To be paid out of Building Property and support

Motion by Hoskin, seconded by Tyler, to approve Invoice from Livingston Plumbing LLC in the amount of \$11,480.00 for remodel at Vinita Fire Department. Roll Call: Aye votes: Wofford, Tyler, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

12. Discussion, consideration, and possible action on Invoice from Livingston Plumbing LLC in the amount of \$6,245.32 for the installation of grease trap at the Vinita Senior Citizens Building.

To be paid out of Building Property and support

Motion by Hoskin, seconded by Wofford, to approve Invoice from Livingston Plumbing LLC in the amount of \$6,245.32 for the installation of grease trap at the Vinita Senior Citizens Building. Roll Call: Aye votes: Wofford, Tyler, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

13. Department Reports:

Several Electronic reports were included in the packets but nothing new in the meeting to report.

14. New Business.

None.

15. Adjourned at 6:15 p.m.

Motion by Lankford seconded by Hoskin to adjourn. Motion: Passed.

Josh D. Lee, Mayor

ATTEST:

Brian Prince, City Clerk



Mears Engineers, LLC

4107 N Council Rd Suite B2
Bethany, OK 73008 US
melissa.mears@mearsengineers.com

INVOICE

BILL TO
City of Vinita
104 E Illinois Ave
Vinita, OK 74301

INVOICE 9074-1
DATE 04/01/2024
TERMS Net 30
DUE DATE 05/01/2024

PROJECT #
23-24 Ind. Park (Paving & Drain

ACTIVITY	DESCRIPTION	QTY	DUE	RATE	AMOUNT
Plans & Specifications & SWPPP	20%	0.20	8,430.00 of 42,150.00	42,150.00	8,430.00
Topographic Survey & Construction Staking	80%	0.80	5,700.00 of 7,125.00	7,125.00	5,700.00

Thank you for your business!
If you have any questions about this invoice, please contact Melissa Mears by email at melissa.mears@mearsengineers.com or by phone (405)289-8223.

BALANCE DUE **\$14,130.00**



Estimate

Estimate# 865-029452

RCN Technologies

200 Jennings Ave.
Knoxville, Tennessee, 37917
865.293.0350

Bill To

Vinita Police Department
Mark Johnson - Chief of Police
104 E Illinois Ave
Vinita, OK, 74301

Estimate Date : 01/10/2024

Expiry Date : 02/29/2024

Sales person : Danny Sartain




City of Vinita PD - Mobile

Project Name : connectivity - R1900(1)-
RCN+CP+VZW

Terms : Net15


Ship To

Mark Johnson - Chief of Police
104 E Illinois Ave
Vinita, OK, 74301

#	Item & Description	Qty	Rate	Amount
1	 1-yr NetCloud Mobile Performance Essentials Plan and R1900 SKU : MB01-19005GB-GA 1-yr NetCloud Mobile Performance Essentials Plan and R1900 router with WiFi (5G modem), no AC power supply or antennas, Global	7.00 Each	1,599.20	11,194.40
2	 AG97 7-LEAD 4XCELL 2XWIFI GPS-BB SKU : AG97-BB-4CG2W AG97 Low Profile Series Mobility 7-Lead Multi-MIMO x 4 Cellular 3G 4G 5G CBRS / GPS GNSS / MIMO x 2 WiFi Dual Band - Bolt Mount Antenna w /15ft Coax Cables - Black	7.00 Each	284.15	1,989.05
3	 5G/LTE Device Setup & Configuration, Multiple Devices SKU : TL-SETUP-PRO-M TechLab Setup and Provisioning for multiple devices -Seat SIM Cards -Partner with customer and carrier of choice for activation -Verify connection to the network -Establish device configuration according to submitted Setup and Configuration Form -QC against defects	7.00 Each	40.50	283.50

Print Name: _____

Title: _____ Date: _____

#	Item & Description	Qty	Rate	Amount
	This service's design results in a turn-key shipment of your device ready for field installation			
4	 Tech Lab Vehicle Install SKU : VEHICLE INSTALL Vehicle install for (1) Cradlepoint and (1) Antenna per vehicle. Any additional items needed to be installed will be addressed on an as needed basis and may result in additional charges.	7.00 Each	576.18	4,033.26
5	 NOC 1-Year License, Monthly SKU : RCN-NOC-1YR-MO RCN Professional NOC support 24x7 Proactive Monitoring 24x7 Tier I, 12x5 Tier II-III Support Email Alerts & Notifications Firmware Updates Device Configuration Updates Activation Assistance Failover Facilitation Primary Network Outage Support 20% off Break/Fix & IT Project Services Available *Six month trial	7.00	30.00	210.00
6	 Shipping (Standard) SKU : Shipping (Standard) - INACTIVE SKU Standard Ground Delivery	1.00 Each	72.15	72.15
Items in Total 36.00			Sub Total	17,782.36
			Total	\$17,782.36

Notes

Please Remit To:
 RCN Technologies -C/O U.S. Bank TFM Lockbox
 PO Box 860573
 Minneapolis, MN 55486-0573
 Reference: RCN A/C 221414000

Looking forward to working with you in the future. Have a great day!

Terms & Conditions

- Payment Due Net 15 from the ship date for all goods.
- A Service fee of 3.5% of the subtotal payment will be added to all credit card transactions. Payment can be made via check or ACH with no fee.
- Orders containing Installation or other services may be billed separately.
- An executed estimate by an authorized signatory will result in a binding purchase order.
- Certain products may be returned or exchanged upon approval within 30 days
- Customer may be responsible for a minimum of a 20% restocking fee

Print Name: _____

Title: _____ Date: _____

- All licenses, services, and shipping fees are non-refundable
- View our Limited Return Policy here: <http://rcntechnologies.com/returns/>

Authorized Signature _____
Customer Signature

Print Name: _____

Title: _____ Date: _____

Administrator Report

April 16 2024

Started doing some business surveys and so far, we have had a good response. Singed checks for Grand Gateway attended the 911 board meeting.

Misty and I went to Grand gateway for a zoom meeting to explore the possibility of a grant for the comprehensive plan. We don't know at this time if we will qualify but we are moving forward to find out. Attended the parks and cemetery committee meeting. on the 11 we are having interviews for street and water. We had an employ quit at the sewer plant and are 1 short for the street department.

We received a notice of violation in January at our water plant from DEQ we have already corrected the problem within a couple days. However, we are required to send out notices to the public for NOV so you will be hearing from the public. The NOV was turbidity (cloudy water) has no health effects. Justin has made sure we do not have any other NOV,s in February or March. This was due to sub 0 temperatures and high demand.

Did interviews for the street and water departments. Doing a business survey to day OFC and the Holiday Inn. Talked with Grand gateway to have them bring us a van to take a tour around with TSW .

Vinita Public Library
 Department Report to City Council
 April 16, 2024

LIBRARY VISITS: Students of Cowboy Junction Christian School visited the library last week on a field trip. They toured the library and learned what libraries have to offer to the community and to them. Will Rogers Middle School librarian Darla Tanner, is scheduled to bring her book club students to visit the library this week. Children’s director Danielle Fraser does a great job with the classes tours!



CAPYBARA! Our new summer reading mascot, a Capybara, needs a name! Children can submit entries until May 4th. We have had some pretty interesting names so far! Also, children and teens may submit a bookmark design to accompany our Summer



Reading theme “Adventure Begins at Your Library.” The winning bookmark will be created for all Summer Reading participants.



Library a Cherokee Nation Student Work Site: I have applied for the library to be a work site for the Cherokee Nation Summer Youth Work program. We participated in the program last summer and had 2 youth workers. Participants will help with the Summer Reading Programs, in addition to other tasks in the library.

ACTIVITY	Feb	March
New memberships	17	20
Materials circulation (books and audiovisuals)	1,554	1,572
Materials (physical) added to local collection	41	22
Public computer sessions (average 58 min/session)	129	170
Library visits	1,505	1,500
Circulation from OK Virtual Library Consortium	927	981

Respectfully submitted,
Vanessa Hicks, Library Director



Code Compliance Report

March 30th to April 12, 2024

During the specified period, the following activities were conducted in accordance with regulatory standards and municipal ordinances:

1. Conducted inspection of ground-mounted solar panel installation at a residential property.
2. Engaged in dialogue with an individual seeking information regarding permitting requirements.
3. Consulted with a property owner regarding setbacks and variance inquiries.
4. Assisted an individual seeking information on zoning regulations pertaining to rest homes and facilitated the provision of documentation demonstrating zoning compliance for an established rest home.
5. Addressed inquiries related to boring permits.
6. Inspected the plumbing top-out phase at a newly constructed residential dwelling.
7. Investigated a reported case of dandelion proliferation in a neighboring yard, noting excessive growth exceeding twelve inches in height.
8. Held discussions with a property owner regarding variance considerations for their property.
9. Assessed the framing progress of a remodeling project.
10. Conducted plumbing top-out inspections at multiple new residential constructions.
11. Inspected the mechanical, electrical, and plumbing systems of a new residential property.
12. Met with an electrician to discuss permit requirements for the electrical installation in a newly constructed dwelling.
13. Inspected the temporary electric setup at a construction site.
14. Investigated a complaint concerning an individual residing in a travel trailer on a vacant lot, with subsequent communication leading to a commitment from the occupant to address the situation.
15. Responded to an email requesting an extension for a sign permit application.
16. Facilitated the submission of a variance application via email for the construction of a carport in a setback location.
17. Provided comprehensive responses to an email inquiry regarding permit procedures, associated fees, and inspection protocols.
18. Conducted a reinspection of electrical systems at a new dwelling, ensuring compliance with code ordinances following corrective measures.



19. Inspected the rough installation of electrical systems at a new dwelling, identifying non-compliance due to the use of aluminum service lines, and communicated necessary corrections to the contractor as per city code requirements.

20. Facilitated the submission of a sign permit application to a sign company responsible for installing signage.

21. Conducted follow-up inspections and identified additional instances of code violations, with accompanying reports and graphical representations attached for reference.

22. Followed up on the violations pertaining to the trailer park situated in the vicinity of 400 Blk. E. Excelsior. Despite previous courtesy notice, no progress had been observed, and there was no response from the property owner. Consequently, eleven (11) citations were issued for the violations. These citations have been scheduled for a court date on May 15, 2024, at 04:30 PM.



Code Enforcement

Unresolved Case

Case Number	Address	Code Violation	Date/Time of Contact
<u>2023-0273</u>	<u>315 N. Gunter</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>11/07/2023 10:00</u>
<u>2023-0106</u>	<u>211 S. Third</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>04/10/2023 09:56</u>
<u>2023-0275</u>	<u>1113 W. Illinois</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>11/13/2023 09:59</u>
<u>2023-0218</u>	<u>712 N. Smith</u>	<u>4-4-3A: Weeds & Grass</u>	<u>08/30/2023 10:28</u>
<u>2023-0220</u>	<u>335 S. Fourth</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>09/05/2023 10:55</u>
<u>2024-0001</u>	<u>305 N. Bell</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/02/2024 10:24</u>
<u>2023-0286</u>	<u>416 N. Smith</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/04/2023 10:02</u>
<u>2023-0287</u>	<u>437 N. Smith</u>	<u>9-2-3: Plumbing Permit</u>	<u>12/04/2023 10:47</u>
<u>2024-0003</u>	<u>309 N. Brown</u>	<u>4-3-6 § 15A: Dangerous Buildings</u>	<u>01/02/2024 09:56</u>
<u>2023-0278</u>	<u>337 S. Gunter</u>	<u>4-3-6 § 23: Objectionable Deposits, 4-3-6 § 15A: Dangerous Buildings, 4-4-3A: Weeds & Grass</u>	<u>11/13/2023 10:23</u>
<u>2024-0011</u>	<u>403 S. First</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>01/08/2024 10:01</u>
<u>2024-0012</u>	<u>1410 W. Canadian</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>01/08/2024 10:09</u>
<u>2024-0013</u>	<u>815 W. Halsell</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/08/2024 10:18</u>
<u>2023-0283</u>	<u>W. Flint</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>11/27/2023 09:17</u>
<u>2023-0284</u>	<u>S. Second</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>11/27/2023 10:01</u>
<u>2023-0291</u>	<u>301 N. Vann</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>12/05/2023 11:00</u>
<u>2023-0298</u>	<u>232 S. Third</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>12/11/2023 10:37</u>
<u>2023-0301</u>	<u>349 S. First</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>12/12/2023 10:59</u>
<u>2024-0004</u>	<u>418 S. Thompson</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/02/2024 10:06</u>

Case Number	Address	Code Violation	Date/Time of Contact
<u>2023-0279</u>	<u>103 S. Gunter</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>11/13/2023 10:32</u>
<u>2023-0281</u>	<u>402 N. Bell</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>11/15/2023 10:05</u>
<u>2023-0082</u>	<u>410 S. Scraper</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>11/15/2023 10:29</u>
<u>2023-0305</u>	<u>325 S. Fourth</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/18/2023 09:51</u>
<u>2023-0306</u>	<u>327 S. Fourth</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/18/2023 09:51</u>
<u>2023-0307</u>	<u>504 E. Excelsior</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/18/2023 09:54</u>
<u>2024-0008</u>	<u>216 W. Tahlequah</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>01/02/2024 10:53</u>
<u>2024-0009</u>	<u>613 W. Sequoyah</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/03/2024 10:37</u>
<u>2024-0010</u>	<u>335 N. Miller</u>	<u>4-3-6 § 19: Vehicle Storage, 3-6-7: Junk Motor Vehicles</u>	<u>01/03/2024 10:42</u>
<u>2024-0018</u>	<u>117 S. Foreman</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/10/2024 10:08</u>
<u>2024-0021</u>	<u>202 E. Illinois</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-4-3A: Weeds & Grass</u>	<u>01/11/2024 10:57</u>
<u>2023-0141</u>	<u>309 E. Illinois</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>06/14/2023 10:17</u>
<u>2023-0147</u>	<u>238 N. Second</u>	<u>4-3-6 § 23: Objectionable Deposits, 4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings, 4-4-3A: Weeds & Grass</u>	<u>06/14/2023 10:08</u>
<u>2023-0155</u>	<u>212 N. Foreman</u>	<u>4-3-6 § 23: Objectionable Deposits, 4-4-3A: Weeds & Grass</u>	<u>06/22/2023 10:37</u>
<u>2024-0032</u>	<u>248 N. Thompson</u>	<u>4-3-6 § 3: Obscene Books, Objects</u>	<u>02/12/2024 10:05</u>
<u>2024-0033</u>	<u>347 N. Brown</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>02/13/2024 09:34</u>
<u>2024-0034</u>	<u>348 N. Brown</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>02/13/2024 09:35</u>
<u>2024-0035</u>	<u>808 N. Brown</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>02/13/2024 09:45</u>
<u>2024-0036</u>	<u>417 N. Bailey Ln</u>	<u>4-3-6 § 19: Vehicle Storage, 3-6-7: Junk Motor Vehicles</u>	<u>02/14/2024 09:47</u>
<u>2024-0037</u>	<u>303 W. Flint</u>	<u>4-3-6 § 3: Obscene Books, Objects</u>	<u>02/14/2024 10:25</u>
<u>2024-0038</u>	<u>701 S. Scraper</u>	<u>9-1-3A: Building Permit</u>	<u>02/23/2024 08:30</u>

Case Number	Address	Code Violation	Date/Time of Contact
<u>2023-0267</u>	<u>423 N. Vann</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>11/01/2023 09:51</u>
<u>2023-0271</u>	<u>202 N. Brown</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>11/06/2023 10:57</u>
<u>2023-0233</u>	<u>309 S. Thompson</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>09/21/2023 10:35</u>
<u>2023-0235</u>	<u>438 S. Smith</u>	<u>4-4-3A: Weeds & Grass</u>	<u>09/25/2023 09:46</u>
<u>2023-0247</u>	<u>222 S. Second</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings, 4-4-3A: Weeds & Grass</u>	<u>10/03/2023 09:37</u>
<u>2023-0008</u>	<u>345 N. Foreman</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>01/05/2023 11:09</u>
<u>2024-0054</u>	<u>850 N. Morningside Dr.</u>	<u>4-3-6 § 23: Objectionable Deposits, 10-4-7B: Storage & Parking of Trailer, Commercial Vehicles</u>	<u>04/09/2024 09:18</u>
<u>2023-0025</u>	<u>532 N. Second</u>	<u>4-3-6 § 15A: Dangerous Buildings</u>	<u>01/26/2023 11:15</u>
<u>2023-0045</u>	<u>607 N. Third</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>02/14/2023 10:34</u>
<u>2023-0091</u>	<u>222 W. Tahlequah</u>	<u>10-4-7B: Storage & Parking of Trailer, Commercial Vehicles</u>	<u>04/13/2023 11:03</u>
<u>2024-0024</u>	<u>251 N. Second</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/24/2024 09:39</u>
<u>2024-0025</u>	<u>207 N. Second</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/24/2024 09:48</u>
<u>2024-0026</u>	<u>349 N. First</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/24/2024 10:10</u>
<u>2024-0030</u>		<u>4-3-6 § 23: Objectionable Deposits, 4-3-6 § 19: Vehicle Storage, 3-6-7: Junk Motor Vehicles</u>	<u>02/08/2024 10:30</u>
<u>2024-0023</u>	<u>304 S. Fourth</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>01/17/2024 11:00</u>
<u>2024-0039</u>	<u>960 W. Hope</u>	<u>9-1-3A: Building Permit</u>	<u>03/08/2024 12:30</u>
<u>2024-0040</u>	<u>336 S. Thompson</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>03/12/2024 09:51</u>
<u>2024-0041</u>	<u>338 S. Thompson</u>	<u>4-3-6 § 23: Objectionable Deposits, 4-3-6 § 19: Vehicle Storage</u>	<u>03/12/2024 09:51</u>
<u>2024-0047</u>	<u>N/A N/A</u>	<u>4-3-6 § 23: Objectionable Deposits, 4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings, 4-3-6 § 10-17</u>	<u>03/20/2024 10:02</u>
<u>2024-0049</u>	<u>524 N. Scrapper</u>	<u>4-4-3A: Weeds & Grass</u>	<u>04/01/2024 10:26</u>

Case Number	Address	Code Violation	Date/Time of Contact
<u>2024-0050</u>	<u>325 W. North</u>	<u>4-4-3A: Weeds & Grass</u>	<u>04/01/2024 10:50</u>
<u>2024-0051</u>	<u>815 W. Sequoyah</u>	<u>4-3-6 § 15A: Dangerous Buildings</u>	<u>04/02/2024 10:38</u>
<u>2024-0052</u>	<u>111 Mockingbird Ln.</u>	<u>4-4-3A: Weeds & Grass</u>	<u>04/08/2024 09:28</u>
<u>2024-0053</u>	<u>119 Mockingbird Ln.</u>	<u>4-4-3A: Weeds & Grass</u>	<u>04/08/2024 09:20</u>
		<u>4-4-3A: Weeds & Grass</u>	
<u>2024-0044</u>	<u>109 S. Gunter</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>03/12/2024 10:48</u>
<u>2024-0046</u>	<u>217 N. Foreman</u>	<u>4-3-6 § 19: Vehicle Storage, 3-6-7: Junk Motor Vehicles</u>	<u>03/20/2024 09:40</u>

Economic and Community Development Coordinator Update

April 16, 2024

Misty Deffenbaugh, City of Vinita Economic and Community Development Coordinator

Industry/Retail:

- I attended a free webinar about tools to assist in promoting sites online.
- Brian and I had a phone meeting with a resource to assist developers in accessing USDA funding for business development.
- I am pursuing information on potential funding through a Federal Reserve Bank of KC program for economic development opportunities.
- We received confirmation of acceptance to participate in the OK Dept of Commerce SITES program to evaluate potential industrial sites.

Community:

- The Mayor's Business Survey team has met with several local businesses. City staff has already resolved a few concerns. Our goal is to meet with 40 businesses before June while following up on issues. This is just the first round of surveys planned.
- Allen and I attended Main Street Day at the Capitol, making contact with Main Street staff and leaders from several other communities. We spoke briefly with Senator Bergstrom while at the Capitol.
- Main Street Vinita continues to progress under guidance from OK Main Street. Volunteers have developed a mission and vision and are working to adopt bylaws.
Vision: Cultivate a dynamic environment to revitalize and grow Vinita's historic downtown district.
Mission: Create an electric atmosphere to attract growth and revitalize the Main Street District by engaging locals, businesses, and tourists while honoring our historic highways and adventurous spirit.

Grants:

- In addition to TSET, OK Arts Council, USDA and EDA grant opportunities, I am working on a OTA Transportation Alternatives Program grant application designed to improve community quality of life with enhanced transportation infrastructure.

Tourism:

- I attended a presentation by Lt. Gov. Matt Pinnell in Pryor regarding tourism in OK.
- Printed materials with Vinita shopping/dining/fun opportunities and a summer event calendar are being updated for distribution at Vinita businesses.
- The OK Arts Council hosted a regional meeting to kick off Route 66 Centennial planning. There was a great deal of useful information about funding/partnering opportunities and good networking with other cities in the region.