



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

Tuesday, December 5, 2023, 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 November 21, 2023 VUA Meeting.
  - B. VUA November 2023 Bills Payable.
5. Discussion, consideration and possible action to:
  - A. Provide a turkey or ham for each employee.
  - B. Award a \$100.00 safety bonus to employees hired prior to July 1, 2023, who has not had a "lost time" on-the-job injury from December 1, 2022 through November 30, 2023.
6. VUA Superintendent Report.
7. New Business.
8. Adjourn.

  
Brian Prince, City Clerk

Posted December 1, 2023, at 3:40 PM.

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The regularly scheduled **Vinita Utilities Authority (VUA) Meeting** was held on Tuesday, November 21, 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 amended agenda at City Hall on November 20, 2023 at 1:50 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 Councilor Skip Briley.
2. Roll Call. Members attending: Kevin Wofford, Roger Tyler, John Swift, Stephanie Hoskin, Danny Lankford, Skip Briley, Terry Young. Absent: Dale Haire.
3. Recognition of Visitors and Public Comments.

Pat Henderson with H+ Roll Off Containers spoke on behalf of the city ordinance about no outside containers allowed in the City. He lives here and buys groceries and gas here and wants the same chance to operate his business in Vinita.

Mayor Lee noted his comments and suggested that a committee meeting needs to take place to look at this concern.

4. Consideration and appropriate action relating to a request for VUA approval of the Consent Agenda:
  - A. Minutes from the November 7, 2023 VUA Meeting.
  - B. Holiday schedule for 2024.
  - C. VUA Meeting schedules for 2024.

Motion by Briley, seconded by Hoskin, to approve Consent Agenda. Motion: Passed.

5. Discussion, consideration, and possible action relating to items removed from Consent Agenda.

None.
6. Adjourned at 5:35 p.m.

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

VUA Superintendent Report Justin Smith gave an update on amount of work the crews have been doing. Several roll offs have been repaired this week.

\_\_\_\_\_  
Josh D. Lee, Chairman

ATTEST:

\_\_\_\_\_  
Brian Prince, Secretary

**November 2023**

VUA Bills Payable

Report 14

Vinita Utilities Authority  
 GL Rpt14 - 7/1/2023 thru 11/30/2023

41.65%

VINITA UTILITY AUTHORITY	<u>Budget</u>	<u>Current Month Actual</u>	<u>Year to Date Actual</u>	<u>Unused Budget</u>	<u>MTD%</u>	<u>YTD%</u>
ADMIN/OPERATION REIMB	547,500.00	45,000.00	229,500.00	318,000.00	8.2	41.9
TOTAL	547,500.00	45,000.00	229,500.00	318,000.00	8.2	41.9
ATTORNEY						
ATTORNEY FEES	30,000.00	962.50	10,932.89	19,067.11	3.2	36.4
TOTAL	30,000.00	962.50	10,932.89	19,067.11	3.2	36.4
WASTEWATER TREATMENT PLANT						
MAINTENANCE & OPERATION WWTP	95,000.00	7,543.16	49,700.37	45,299.63	7.9	52.3
UTILITIES WWTP	75,000.00	6,236.46	32,069.58	42,930.42	8.3	42.8
GASOLINE WWTP	4,000.00			4,000.00		
WWTP CHEMICALS	35,000.00	394.00	4,707.83	30,292.17	1.1	13.5
TOTAL	209,000.00	14,173.62	86,477.78	122,522.22	6.8	41.4
UTILITY						
PERSONNEL SERVICES UTILITY	700,000.00	49,931.44	248,355.88	451,644.12	7.1	35.5
MAINTENANCE & OPERATION UTILITY	200,000.00	30,998.93	79,356.37	120,643.63	15.5	39.7
UTILITIES UTILITY	35,000.00	2,182.82	9,977.68	25,022.32	6.2	28.5
GASOLINE UTILITY	35,000.00		11,518.72	23,481.28		32.9
CAPITAL OUTLAY UTILITY	145,000.00	482.37	2,751.85	142,248.15	0.3	1.9
TOTAL	1,115,000.00	83,595.56	351,960.50	763,039.50	7.5	31.6
WATER TREATMENT PLANT						
MAINTENANCE & OPERATIONS WTP	56,000.00	8,809.76	28,354.86	27,645.14	15.7	50.6
UTILITIES WTP	90,000.00	6,139.02	34,711.88	55,288.12	6.8	38.6
GASOLINE WTP	10,000.00		100.56	9,899.44		1.0
CHEMICALS WTP	600,000.00	41,280.25	193,087.29	406,912.71	6.9	32.2
TOTAL	756,000.00	56,229.03	256,254.59	499,745.41	7.4	33.9
SOLID WASTE						
PERSONNEL SERVICES SOLID WASTE	340,000.00	23,823.67	129,123.68	210,876.32	7.0	38.0
MAINTENANCE AND OPERATION SOLID	150,000.00	3,593.11	27,674.69	122,325.31	2.4	18.4
UTILITIES SOLID WASTE	12,000.00	1,324.45	3,760.78	8,239.22	11.0	31.3
GASOLINE AND DIESEL SOLID WASTE	110,000.00	5,823.52	32,220.35	77,779.65	5.3	29.3
TIPPING FEES SOLID WASTE	160,000.00	13,403.17	56,206.22	103,793.78	8.4	35.1
SOLID WASTE RESERVE	308,690.37	15,626.12	49,860.93	258,829.44	5.1	16.2
SOLID WASTE CAPITAL OUTLAY	150,000.00			150,000.00		
TOTAL	1,230,690.37	63,594.04	298,846.65	931,843.72	5.2	24.3
RESERVE ACCT- WWTP/WTP	184,531.41		19,097.50	165,433.91		10.3
TOTAL	184,531.41		19,097.50	165,433.91		10.3

# Vinita Utilities Authority

GL Rpt14 - 7/1/2023 thru 11/30/2023

	<u>Budget</u>	<u>Current Month Actual</u>	<u>Year to Date Actual</u>	<u>Unused Budget</u>	<u>MTD%</u>	<u>YTD%</u>
VUA GENERAL						
VUA WORKERS COMP	40,000.00	3,969.00	18,815.00	21,185.00	9.9	47.0
VUA ENGINEERING FEE	60,000.00	3,515.00	18,915.00	41,085.00	5.9	31.5
VUA GENERAL FUND-Build/Property/Svcs	458,972.43	286.42	53,016.60	405,955.83	0.1	11.6
TOTAL	558,972.43	7,770.42	90,746.60	468,225.83	1.4	16.2
GRAND TOTAL	4,631,694.21	271,325.17	1,343,816.51	3,287,877.70	5.9	29.0

11/30/2023

**Bills Payable**  
11/01/2023 thru 11/30/2023

1

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>ATTORNEY</b>				
14-04-02	Logan & Lowry LLP	116828	Services Thru 9/30/23	962.50
Total	ATTORNEY			<u>962.50</u>
<b>VUA ADMIN/OPERATION REIMB</b>				
14-07-01	CITY OF VINITA	117189	VUA Admin/Operation Reim	45,000.00
Total	VUA ADMIN/OPERATION REIMB			<u>45,000.00</u>
<b>WASTEWATER TREATMENT PLANT</b>				
14-09-02	Aaron Erwin, Aaron's Extermina	117164	Spray for pests- WWTP	50.00
14-09-02	ATWOODS	117124	heater(3), roll tape, 2 shelve	137.94
14-09-02	Green Country Testing	117287	Samples	1,375.00
14-09-02	HOLLIDAY SAND & GRAVEL	117385	2 loads Sand	1,914.86
14-09-02	Pace Analytical Services, LLC	117449	Chronic Wet Test	3,660.60
14-09-02	USABBLUEBOOK	116633	calibration chem/gloves	361.76
14-09-02	USABBLUEBOOK	117089	Griffin Breaker Yellow,Blue	43.00
14-09-03	1-VOIP Enhanced Services LLC	117310	Land Lines WWTP 7320	11.30
14-09-03	Public Service Company of Okla	117256	***-47-231-0-3	52.58
14-09-03	Public Service Company of Okla	117255	***-26-362-0-9	6,172.58
14-09-05	Hawkins, Inc.	117428	Chemicals -WWTP	394.00
Total	WASTEWATER TREATMENT PLANT			<u>14,173.62</u>
<b>UTILITY</b>				
14-10-01	Personnel Services-Water Main	PAYROLL	PAYROLL 11/03/2023	24,320.49
14-10-01	Personnel Services-Water Main	PAYROLL	PAYROLL 11/17/2023	25,610.95
14-10-02	Aaron Erwin, Aaron's Extermina	117162	Spray for pests- Water Barn	50.00
14-10-02	Accurate Environmental	117388	D,C License, lab license	90.00
14-10-02	ACE TOWN & COUNTRY	117129	magnet	8.99
14-10-02	ACE TOWN & COUNTRY	117052	Keys	11.94
14-10-02	ATWOODS	117020	pull string-motor	5.99
14-10-02	ATWOODS	116991	gloves, welding rods	62.34
14-10-02	ATWOODS	117433	grease, oil changes	79.89
14-10-02	Clean Uniform Company	117272	Uniform Rental Water Dept	224.55
14-10-02	Core & Main LP	116413	Restock parts	9,652.50
14-10-02	Core & Main LP	116412	Hydro saw,chains,hose set powe	14,561.00
14-10-02	Core & Main LP	117050	Parts repair leak Hope Rd	1,031.91
14-10-02	GRAND RIVER DAM AUTHOR	117284	Water Sold (m/b)	2,523.92
14-10-02	JONES HARDWARE	117021	plug for air compressor	43.59
14-10-02	O'Reilly Automotive, Inc.	117384	oil for air compressor	20.98
14-10-02	O'Reilly Automotive, Inc.	117434	oil change supplies	15.86
14-10-02	O'Reilly Automotive, Inc.	117374	fuel filter-brush truck	40.34
14-10-02	O'Reilly Automotive, Inc.	117066	pliers, tool pliers	34.98
14-10-02	O'Reilly Automotive, Inc.	116917	oil changes VUA 4 and VUA 9	87.14
14-10-02	OK One Call System Inc	117431	Ticket fees,Service period 11/	740.10
14-10-02	PowerUp Rental	117367	portable air compressor rental	100.00
14-10-02	Ron's Heat & Air	117136	hanging heater service call	110.00
14-10-02	T H ROGERS LUMBER CO	117110	meter plugs	61.91
14-10-02	U S POST OFFICE	117190	Advance \$750	750.00
14-10-02	U S POST OFFICE	117088	First Class Presort PI#2	310.00
14-10-02	U S POST OFFICE	117191	VUA postage 6 Rolls @ \$51 each	306.00
14-10-02	VINITA DAILY JOURNAL	117001	VUA Superintendent classified a	75.00
14-10-03	1-VOIP Enhanced Services LLC	117311	Land Lines WD 3387	11.30
14-10-03	Craig Co Rural Water Dist #2	117285	Acct 25025-3 Hwy 60/4420	67.28
14-10-03	NE Okla Electric Cooperative	117279	940451 Booster Pump Station	1,028.36
14-10-03	OK NATURAL GAS CO	117300	****76316185622764	170.78
14-10-03	Public Service Company of Okla	117257	***-99-231-0-0	29.37
14-10-03	Public Service Company of Okla	117258	***-04-700-0-8	217.84
14-10-03	Public Service Company of Okla	117260	***-99-231-3-2	73.89
14-10-03	Public Service Company of Okla	117259	***-44-922-0	79.08

11/30/2023

**Bills Payable**  
11/01/2023 thru 11/30/2023

2

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>UTILITY</b>				
14-10-03	Verizon Wireless 2264	117320	Cell Phone/Radios-Water Dept	504.92
14-10-20	RCB	117323	Loan 4190120 Dodge Truck	482.37
Total UTILITY				<u>83,595.56</u>
<b>VUA GENERAL FUND</b>				
14-12-05	COMPSOURCE OKLAHOMA	117266	Workers Comp	3,969.00
14-12-07	Aaron Richard Mears	117134	Prem Engineering sewer/OWRB	875.00
14-12-07	Aaron Richard Mears	117135	Railroad Bore/Eng & constr. ad	1,390.00
14-12-07	Aaron Richard Mears	117133	Prem Engineering water/OWRB	1,250.00
Total VUA GENERAL FUND				<u>7,484.00</u>
<b>VUA GENERAL FUND-Build/Prop/Sv</b>				
14-12-60	Carson Wiley	117139	refund overpay-tap 21244	48.18
14-12-60	Cherokee Nation	117137	refund overpay-tap 26940 Denni	136.36
14-12-60	OK Human	117138	refund overpay-tap 20126	101.88
Total VUA GENERAL FUND-Build/Prop/Sv				<u>286.42</u>
<b>SOLID WASTE</b>				
14-20-01	Personnel Services-Solid Waste	PAYROLL	PAYROLL 11/03/2023	12,296.05
14-20-01	Personnel Services-Solid Waste	PAYROLL	PAYROLL 11/17/2023	11,527.62
14-20-02	Aaron Erwin, Aaron's Extermina	117161	Spray for pests-Transfer Stati	50.00
14-20-02	ATLAS STEEL PRODUCTS INC	117109	steel for S/w Trailer	127.00
14-20-02	ATWOODS	117394	push broom, tp, papertowels	133.92
14-20-02	ATWOODS	117437	paint for roll-off cover Graff	71.93
14-20-02	AUTOMOTIVE SUPPLY PARTS	117019	Rolloff #15 hydraulic hose	277.37
14-20-02	Bank of America Business Card	117090	Ameriflex hose, hydraulic	221.15
14-20-02	Bruckner Truck Sales, Inc	117366	brake valve unit #15	278.35
14-20-02	Clean Uniform Company	117268	Uniform Rental Solid Waste	168.88
14-20-02	O'Reilly Automotive, Inc.	117070	trans fluid,funnels unit #37	125.96
14-20-02	OTA PIKEPASS	117276	Toll Fee-Solid Waste Dept	341.55
14-20-02	Sam's Tire Shop, LLC	117081	new tires unit #7	892.00
14-20-02	Vogel Oil/PPP	117084	55 gallon hydraulic oil	625.00
14-20-02	Vogel Oil/PPP	117432	DEF (20)	280.00
14-20-03	1-VOIP Enhanced Services LLC	117307	Land Lines Transfer Station 10	11.30
14-20-03	Craig Co Rural Water Dist #2	117302	Transfer Station Water 1501101	62.26
14-20-03	Livingston Propane & Oil	117480	Propane-S/W	819.28
14-20-03	Public Service Company of Okla	117210	***-11-579-0	162.46
14-20-03	Public Service Company of Okla	117209	***-10-331-0-6	133.54
14-20-03	Verizon Wireless 2264	117316	Cell Phone Solid Waste	135.61
14-20-04	Vogel Oil/PPP	117201	Fuel Solid Waste Dept	5,823.52
14-20-06	Waste Management	117286	Tipping Fees	13,403.17
Total SOLID WASTE				<u>47,967.92</u>
<b>WATER TREATMENT PLANT</b>				
14-44-02	Aaron Erwin, Aaron's Extermina	117163	Spray for pests- WTP	50.00
14-44-02	Accurate Environmental	116927	Sodium	55.00
14-44-02	Accurate Environmental	117481	TOC's	110.00
14-44-02	Accurate Environmental	117127	BACT's	140.00
14-44-02	Accurate Environmental	117128	TOC's	140.00
14-44-02	ACE TOWN & COUNTRY	117376	hose,clamps,thread tape	95.76
14-44-02	ACE TOWN & COUNTRY	117142	red paint pens	19.98
14-44-02	Airgas USA, LLC	117101	welding rods	50.77
14-44-02	ATWOODS	117143	spray paint	31.96
14-44-02	ATWOODS	117121	spray paint	15.98
14-44-02	ATWOODS	117113	inv 11590/24 returned paint cr	(23.98)
14-44-02	AUTOMOTIVE SUPPLY PARTS	116644	3 O brackets, screws	45.71
14-44-02	Core & Main LP	116483	Restock	2,703.14
14-44-02	Fastenal Company	116990	bolts WTP	115.58
14-44-02	HAYNES EQUIPMENT COMPA	116982	4 inch pump parts	1,633.19

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
WATER TREATMENT PLANT				
14-44-02	JONES HARDWARE	117368	pipe fittings	107.32
14-44-02	JONES HARDWARE	117100	2 inch steel coupling,grinder	32.27
14-44-02	JONES HARDWARE	117051	Electrical supplies	19.14
14-44-02	JONES HARDWARE	116645	pipe fittings	5.46
14-44-02	JONES HARDWARE	117379	hose,spray paint,nipples	41.72
14-44-02	USABLUEBOOK	116995	Seametrics,paddlewheel flow	1,740.18
14-44-02	USABLUEBOOK	117348	lab supplies	1,376.21
14-44-02	USABLUEBOOK	117054	tubing for pump	119.62
14-44-02	Wal Mart Community-Capital One	117483	3 ink cartridges	122.94
14-44-02	Wal Mart Community-Capital One	117448	short paid inv 06614 9/30	0.03
14-44-02	Walker's Hardware & Lumber	117412	pinosol,mop,mop bucket	61.78
14-44-03	1-VOIP Enhanced Services LLC	117312	Land Lines WTP 8182	11.30
14-44-03	Public Service Company of Okla	117263	***-*47-923-0-7	1,599.68
14-44-03	Public Service Company of Okla	117261	***-*41-684-0-2	4,450.81
14-44-03	Public Service Company of Okla	117262	***-*75-923-0-5	77.23
14-44-05	OMNI Water Consultants, Inc.	117149	November Chemicals	41,280.25
Total WATER TREATMENT PLANT				<u>56,229.03</u>
SOLID WASTE CAPITAL FUND				
14-75-02	RCB	117322	Loan Semi 4189676	2,290.73
14-75-02	RCB	117324	loan 4197836 09 Crane Carrier	687.11
14-75-02	RCB	117326	loan 10361889 Freightliner tra	5,722.33
14-75-02	RCB	117325	loan 10243418 Solid Waste Trai	1,203.72
14-75-02	RCB	117491	Loan 10361889 Freightliner tru	5,722.23
Total SOLID WASTE CAPITAL FUND				<u>15,626.12</u>
<b>Grand Total</b>				<u><u>271,325.17</u></u>





Regularly Scheduled **Vinita City Council Meeting**

Tuesday, December 5, 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.

**AGENDA**

1. Roll Call.
  2. Recognition of Visitors and Public Comments.
  3. Consideration to approve Consent Agenda:
    - A. Actions taken during the VUA meeting.
    - B. Minutes from the November 21, 2023, City Council meeting.
  4. Discussion, consideration and possible action relating to items removed from Consent Agenda.
  5. Discussion, consideration and possible action on Finance Ordinance 3831; Bills Payable.
  6. Discussion, consideration and possible action on Finance Ordinance 3831 Emergency Clause.
  7. Discussion, consideration and possible action to:
    - A. Provide a turkey or ham for each employee.
    - B. Award a \$100.00 safety bonus to employees hired prior to July 1, 2023, who has not had a "lost time" on-the-job injury from December 1, 2022 through November 30, 2023.
  8. Discussion, consideration and possible action on Ordinance 3829; Amending the Zoning Classification of Certain Property Located within the City of Vinita, Oklahoma; and Declaring an Emergency
    - A. The North Half (N1/2) of Section Twenty-two (22), Township Twenty-five (25) North, Range Twenty-one (21) East of Indian Meridian, Craig County, Oklahoma, according to the United States Government Survey thereof, LESS AND EXCEPT the NE1/2NE1/4NW1/4 of said Section 22, Township 25 North, Range 21 East of the Meridian, Craig County
    - B. Emergency Clause
  9. Discussion, consideration and possible action on Ordinance 3830; Amending the Zoning Classification of Certain Property Located within the City of Vinita, Oklahoma; and Declaring an Emergency
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### Cont Agenda-

- A. The North Half of the Northeast Quarter of the Northwest Quarter (N1/2NE1/4NW1/4) of Section Twenty-two (22), Township Twenty-five (25) North, Range Twenty-one (21) East of Indian Meridian, Craig County, Oklahoma, according to the United States Government Survey thereof.
- B. Emergency Clause
10. Discussion, consideration and possible action on the ASPCA Service Agreement (The American Society For The Prevention Of Cruelty To Animals).
11. 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
12. New Business.
13. Adjourn.

  
Brian Prince, City Clerk

Posted December 1, 2023 at 3:40pm

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The regularly scheduled **Vinita City Council Meeting** was held on Tuesday, November 21, 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 agenda at City Hall on November 17, 2023 at 3:30 p.m.

Legal Counsel: Ryan Olsen

Mayor Josh Lee called the meeting to order at 5:36 p.m.

## MEETING MINUTES

1. Roll Call. Members attending: Kevin Wofford, Roger Tyler, John Swift, Stephanie Hoskin, Danny Lankford, Skip Briley, Terry Young. Absent: Dale Haire.

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

2. Recognition of visitors.

No cards were submitted.

3. Veteran Recognition: General H.M. "Bud" Wyatt.

General Wyatt served his country honorably in the United States Air Force from 1971-2013. He retired at the rank of Lieutenant General and last served as the 14<sup>th</sup> Director of the Air National Guard.

4. Consideration and appropriate action relating to a request for City Council approval of the Consent Agenda:

A. Actions taken during the VUA meeting.

B. Minutes from the November 7, 2023, City Council meeting.

C. Holiday schedule for 2024.

D. Meeting schedules for 2024: City Council, Planning Commission, Regional Planning Commission, and Library Board.

Motion by Briley, seconded by Wofford, to approve Consent Agenda. Motion: Passed.

5. Discussion, consideration, and possible action relating to items removed from Consent Agenda.

None.

6. Discussion, consideration, and possible action on CDBG Library Renovation to accept bid from Horizon Roofing & Construction, INC in the amount of \$290,777.00 for complete construction project.

This project should start in January 2024.

Motion by Young, seconded by Swift, to approve to accept bid from Horizon Roofing & Construction, INC in the amount of \$290,777.00 for complete construction project. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Lankford, Briley, Young. Nay votes: None. Motion carried.

7. Discussion, consideration, and possible action on temporary library location agreement.

Motion by Hoskin, seconded by Wofford, to approve to temporarily locate to 116 S Scaper during the ADA Renovation at the Library in the amount of \$1,200 per month. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Lankford, Briley, Young. Nay votes: None. Motion carried.

8. Discussion, consideration, and possible action to hire John White as Full-Time Street Employee effective November 20, 2023.

Motion by Briley, seconded by Tyler, to approve to hire John White as Full-Time Street Employee effective November 20, 2023. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Lankford, Briley, Young. Nay votes: None. Motion carried.

9. Discussion, consideration, and possible action to hire Angel Davis as Full-Time Dispatcher effective November 21, 2023.

Motion by Young, seconded by Briley, to approve to hire Angel Davis as Full-Time Dispatcher effective November 21, 2023. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Lankford, Briley, Young. Nay votes: None. Motion carried.

10. Discussion, consideration, and possible action on the resignation of Vinita Probationary Patrolman Adam Daane.

Police Chief Mark Johnson reported that Probationary Officer Daane sent an email on November 11, 2023 and submitted his two week notice. Chief Johnson responded and noted the two weeks would not be necessary.

Motion by Hoskin, seconded by Tyler, to approve resignation of Vinita Probationary Patrolman Adam Daane effective November 16, 2023. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Lankford, Briley, Young. Nay votes: None. Motion carried.

11. Discussion, consideration, and possible action regarding the seeking of reimbursement from, or on behalf of, former Vinita Probationary Patrolman Adam Daane, for the cost of CLEET training and salary paid to him while completing the basic police course by the City of Vinita.

Chief Johnson reported that Probationary Patrolman Daane was in CLEET Class for over 17 weeks and his hourly wage, not including benefits, is \$17.65. Johnson noted by State Statute that if an officer has spent less than a year with the department than training expenses can be reimbursed 100% by the officer or by the department the officer was newly hired by.

There were several comments by councilors on the amount of money that this would be for a young officer trying to repay.

Motion by Wofford, seconded by Swift, to approve legal council to send a demand letter to both the employee Adam Daane and Verdigris Police Department for the expenses during training while employed as a Vinita Police Department Probationary Officer. Roll Call: Aye votes: Wofford, Tyler, Swift, Briley, Young. Nay votes: Hoskin and Lankford. Motion carried 5-2.

12. Department Reports:

Cemetery/Parks/Street Department James Tracy gave an update on the Vann St project in front of C & L Warehouse. That drainage is close to being installed. Tracy noted that the department will collect bags of leaves from residents if they are by the curb.

Mayor Josh Lee noted to Visitor Pat Henderson with H+ Rolloff Company that committees will take a look at the city code and thanked him for bringing this to the VUA and Council.

13. New Business.

None.

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, Seung Joom Kim.

Motion by Hoskin, seconded by Swift, to enter into Executive Session. Motion: Passed.

15. Vote to return to open session.

Motion by Young, seconded by Swift, to return to open session. Motion: Passed.

16. Statement of Executive Session.

No other action or votes were cast while in 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 Seung Joom Kim.

Motion by Young, seconded by Swift, to approve to Promote Probationary Police Officer Seung Joom Kim to Full time Police Officer effective December 5, 2023. Roll Call: Aye votes: Wofford, Tyler, Swift, Hoskin, Lankford, Briley, Young. Nay votes: None. Motion carried.

18. Adjourned at 6:31 p.m.

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

\_\_\_\_\_  
Josh D. Lee, Mayor

ATTEST:

\_\_\_\_\_  
Brian Prince, City Clerk

FINANCE ORDINANCE NO. 3831

An Ordinance of the City of Vinita, Oklahoma Providing Claims against the City Of Vinita, and Declaring an Emergency.

Section 1. That There Is Hereby Appropriated From The Following Listed Municipal Accounts, to-wit: The General Fund, Sales Tax CIP, Fire Grant, Library Grants, Revolving Fund, Economic Development, Hotel/Motel Tax, Police Reserve/PAAS, New Library, Vinita Lake Park, Meter Deposit Refunds. Amounts Sufficient To Pay The Bills And Invoices Listed On Exhibit "A", Attached Hereto.

Section 2. EMERGENCY CLAUSE: It being immediately necessary for the preservation of the public peace, health and safety, an emergency is hereby declared to exist by reason whereof this Ordinance shall take effect and be in full force and effect from and after its passage and approval.

Passed And Approved This 5th Day of December 2023.

Attest:

\_\_\_\_\_  
Josh D. Lee, Mayor

\_\_\_\_\_  
Brian K. Prince, City Clerk

# City of Vinita

GL Rpt01 - 7/1/2023 thru 11/30/2023

	<u>Budget</u>	<u>Current Month Actual</u>	<u>Year to Date Actual</u>	<u>Unused Budget</u>	<u>MTD%</u>	<u>YTD%</u>
TOTAL	458,000.00	31,021.34	135,816.98	322,183.02	6.8	29.7
ECONOMIC DEVELOPMENT						
PERSONNEL SVCS ECONOMIC DEVELOP	84,000.00	6,961.02	10,977.03	73,022.97	8.3	13.1
MAINT & OPERATON ECONOMIC DEVEI	2,500.00	391.54	647.40	1,852.60	15.7	25.9
TOTAL	86,500.00	7,352.56	11,624.43	74,875.57	8.5	13.4
GENERAL GOVERNMENT						
PERSONNEL SERVICES GEN GOV	127,151.45	8,898.27	43,395.83	83,755.62	7.0	34.1
MAINTENANCE & OPERATION GEN GOV	200,482.40	4,870.63	89,445.64	111,036.76	2.4	44.6
UTILITIES GEN GOV	21,500.00	1,843.17	10,496.87	11,003.13	8.6	48.8
AMBULANCE SUBSIDY	104,000.00	8,640.00	43,200.00	60,800.00	8.3	41.5
WORKMANS COMP	130,000.00	15,095.00	83,811.00	46,189.00	11.6	64.5
DOC-SENIOR SERVICES	10,000.00	833.33	4,166.65	5,833.35	8.3	41.7
BUILDING/PROPERTY SUPPORT	618,222.82	2,524.44	6,574.88	611,647.94	0.4	1.1
SAFER GRANT 2022	250,000.00	33,604.64	118,754.80	131,245.20	13.4	47.5
TIF FUND EXPENSE		12,500.00	12,500.00	(12,500.00)		
TOTAL	1,461,356.67	88,809.48	412,345.67	1,049,011.00	6.1	28.2
LIBRARY						
PERSONNEL SERVICES LIBRARY	119,807.45	8,471.75	40,559.60	79,247.85	7.1	33.9
MAINTENANCE & OPERATION LIBRARY	13,500.00	5,707.59	8,601.77	4,898.23	42.3	63.7
UTILITIES LIBRARY	14,000.00	732.66	5,011.33	8,988.67	5.2	35.8
MATERIALS & PUBLICATIONS	5,000.00	235.32	2,139.75	2,860.25	4.7	42.8
CAPITAL OUTLAY LIBRARY CDBG	300,000.00			300,000.00		
TOTAL	452,307.45	15,147.32	56,312.45	395,995.00	3.3	12.5
PARKS/CEMETERY						
PERSONNEL SERVICES PARKS/CEM	240,000.00	12,876.01	64,413.33	175,586.67	5.4	26.8
MAINT & OPER PARKS/CEMETERY	40,000.00	3,611.15	14,727.59	25,272.41	9.0	36.8
UTILITIES PARKS/CEMETERY	11,000.00	732.54	5,107.26	5,892.74	6.7	46.4
GASOLINE PARKS/CEMETERY	12,000.00		4,551.52	7,448.48		37.9
CAPITAL OUTLAY PARKS/CEMETERY	20,000.00		15,898.00	4,102.00		79.5
TOTAL	323,000.00	17,219.70	104,697.70	218,302.30	5.3	32.4
AIRPORT						
MAINT & OPER AIRPORT	6,000.00	100.00	2,100.00	3,900.00	1.7	35.0
UTILITIES AIRPORT	1,500.00	201.45	975.85	524.15	13.4	65.1
AIRPORT FUEL		15,491.14	15,491.14	(15,491.14)		
TOTAL	7,500.00	15,792.59	18,566.99	(11,066.99)	210.6	247.6
SWIM POOL						
PERSONNEL SERVICES SWIM POOL	38,000.00		17,888.51	20,111.49		47.1
MAINT & OPER SWIM POOL	10,000.00	134.77	1,463.11	8,536.89	1.3	14.6
UTILITIES SWIM POOL	6,000.00	147.82	2,463.34	3,536.66	2.5	41.1
CHEMICALS SWIM POOL	10,000.00		7,505.70	2,494.30		75.1
CAPITAL OUTLAY SWIM POOL	15,000.00	4,715.55	4,715.55	10,284.45	31.4	31.4

# City of Vinita

GL Rpt01 - 7/1/2023 thru 11/30/2023

	<u>Budget</u>	<u>Current Month Actual</u>	<u>Year to Date Actual</u>	<u>Unused Budget</u>	<u>MTD%</u>	<u>YTD%</u>
TOTAL	79,000.00	4,998.14	34,036.21	44,963.79	6.3	43.1
PELIVAN CONTRACT	39,500.00	4,327.78	8,655.56	30,844.44	11.0	21.9
TOTAL	39,500.00	4,327.78	8,655.56	30,844.44	11.0	21.9
ZONING COMMISSION	1,000.00	254.57	774.77	225.23	25.5	77.5
TOTAL	1,000.00	254.57	774.77	225.23	25.5	77.5
SR. CITIZENS						
UTILITIES SENIOR CITIZENS	17,000.00	1,327.62	8,457.59	8,542.41	7.8	49.8
SR CITIZENS CONTRACT	40,000.00	3,116.51	15,582.55	24,417.45	7.8	39.0
TOTAL	57,000.00	4,444.13	24,040.14	32,959.86	7.8	42.2
FINANCE OFFICER						
SALARIES/AUDIT/RPT-FINANCE OFFICE	19,000.00	1,557.00	7,016.00	11,984.00	8.2	36.9
TOTAL	19,000.00	1,557.00	7,016.00	11,984.00	8.2	36.9
COMPLIANCE OFFICER						
PERSONNEL SERVICES COMPLIANCE OFFICER	71,598.58	5,140.64	24,447.89	47,150.69	7.2	34.1
MAINTENANCE COMPLIANCE OFFICER	3,500.00	15.75	996.87	2,503.13	0.5	28.5
UTILITIES	800.00	70.01	348.92	451.08	8.8	43.6
GASOLINE COMPLIANCE OFFICER	3,000.00	139.25	785.94	2,214.06	4.6	26.2
PROPERTY ABATEMENT/SALES	15,000.00		1,027.68	13,972.32		6.9
TOTAL	93,898.58	5,365.65	27,607.30	66,291.28	5.7	29.4
STREET & ALLEY						
STREET LIGHTING	60,000.00	4,495.47	25,313.37	34,686.63	7.5	42.2
TOTAL	60,000.00	4,495.47	25,313.37	34,686.63	7.5	42.2
GRAND TOTAL	6,228,539.75	469,408.62	2,097,162.48	4,131,377.27	7.5	33.7



11/30/2023

**Bills Payable**  
11/01/2023 thru 11/30/2023

1

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>GOVERNING BOARD</b>				
01-01-01	Personnel Services-Gov Board	PAYROLL	PAYROLL 11/03/2023	2,033.50
01-01-01	Personnel Services-Gov Board	PAYROLL	PAYROLL 11/17/2023	11,239.30
Total	GOVERNING BOARD			<u>13,272.80</u>
<b>CLERK DEPT</b>				
01-02-01	Personnel Services-City Clerk	PAYROLL	PAYROLL 11/03/2023	9,987.85
01-02-01	Personnel Services-City Clerk	PAYROLL	PAYROLL 11/17/2023	9,880.92
01-02-02	Vinita Rotary Club	117150	1/2 Monthly dues Brian Prince	26.50
Total	CLERK DEPT			<u>19,895.27</u>
<b>TREASURER</b>				
01-03-01	Personnel Services-Treasurer	PAYROLL	PAYROLL 11/17/2023	1,090.52
01-03-01	Personnel Services-Treasurer	PAYROLL	PAYROLL 11/03/2023	1,019.72
Total	TREASURER			<u>2,110.24</u>
<b>ATTORNEY</b>				
01-04-01	Personnel Services-City Attorn	PAYROLL	PAYROLL 11/17/2023	777.80
01-04-02	Logan & Lowry LLP	116827	Services Thru 9/30/23	11,943.48
Total	ATTORNEY			<u>12,721.28</u>
<b>MUNICIPAL COURT</b>				
01-05-01	Personnel Services-Court Clerk	PAYROLL	PAYROLL 11/17/2023	2,624.20
01-05-02	Cherokee Nation District Court	117338	Matthew Glover T-23-86	30.00
01-05-02	Cherokee Nation District Court	117339	Brandon Logan T-23-88	30.00
01-05-02	Cherokee Nation District Court	117340	Nicholas Sears T-23-89	30.00
01-05-02	Cherokee Nation District Court	117341	Ethan Dixon T-23-95	30.00
01-05-02	Cherokee Nation District Court	117343	Katrina Longmire T-23-76	30.00
01-05-02	Cherokee Nation District Court	117342	Elizabeth Hicks T-23-96	30.00
01-05-02	Cherokee Nation District Court	117336	Nicholas Sears T-23-62	30.00
01-05-02	Cherokee Nation District Court	117335	Nicholas Sears T-23-61	30.00
01-05-02	Cherokee Nation District Court	117337	Jemmie Abrams T-23-82	30.00
01-05-02	Cleet	117333	Penalty Assess Fee Oct 2023	375.96
01-05-02	OK Bureau of Narcotics	117330	Drug Education Fee Oct 2023	5.00
01-05-02	OSBI	117332	AFIS Fee Oct 2023	371.96
01-05-02	OSBI	117331	Forensic Fee Oct 2023	356.25
Total	MUNICIPAL COURT			<u>4,003.37</u>
<b>POLICE</b>				
01-06-01	Personnel Services-Police	PAYROLL	PAYROLL 11/03/2023	54,473.79
01-06-01	Personnel Services-Police	PAYROLL	PAYROLL 11/17/2023	57,253.26
01-06-02	Action Graphics	117427	Notary stamp R Stokes, no long	35.50
01-06-02	Bank of America Business Card	117086	USPS roll of stamps	66.00
01-06-02	Bank of America Business Card	117092	8 Keys	15.92
01-06-02	Board of Test for Alcohol	117365	training Adam Daane, Sueng Kim	124.00
01-06-02	Current Pride Electric LLC	117407	11/9 light pole at high school	227.50
01-06-02	L-Tron Corporation	117373	replacement scanner cable	45.50
01-06-02	Lloyd's Quick Lube	117399	oil change unit #3	66.49
01-06-02	Lloyd's Quick Lube	117011	power steering pump #12	95.00
01-06-02	Lloyd's Quick Lube	117063	oil change unit #102	66.49
01-06-02	Lloyd's Quick Lube	117103	headlight unit #14	55.18
01-06-02	Matthews CDJR	117077	oil change unit #21	73.94
01-06-02	O'Reilly Automotive, Inc.	117438	spark plug, coil pack Unit #5	67.54
01-06-02	O'Reilly Automotive, Inc.	117082	headlight bulbs unit #102	43.92
01-06-02	OK DEPT OF PUBLIC SAFETY	117418	O'lets increase September/Octo	40.00
01-06-02	OK DEPT OF PUBLIC SAFETY	117151	O'lets Usage	440.00
01-06-02	Positronix Technology, Inc.	117408	16 Ch PoE switch PAAS cameras	250.00
01-06-02	Sam's Tire Shop, LLC	117397	2 ftr tires unit #5	50.00
01-06-02	Sam's Tire Shop, LLC	113844	rotate tires unit #22	20.00
01-06-02	Sam's Tire Shop, LLC	117398	install 4 tires unit #14	100.00

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>POLICE</b>				
01-06-02	Southern Tire Mart, LLC	117382	4 tires unit #5	512.56
01-06-02	Southern Tire Mart, LLC	117383	4 tires unit #14	538.56
01-06-02	Southern Uniform & Tactical	116157	Pants Ashley Martin	471.22
01-06-02	Vinita Rotary Club	117183	1/2 Monthly Dues Mark Johnson	26.50
01-06-02	Wal Mart Community-Capital One	117085	lavendar Fabuloso	7.98
01-06-02	Wal Mart Community-Capital One	116993	uniforms for cleet PD	209.72
01-06-03	1-VOIP Enhanced Services LLC	117186	Land Lines Police Dept	237.15
01-06-03	CULLIGAN OF JOPLIN	117187	Water Police Dept	30.25
01-06-03	Public Service Company of Okla	117204	***-54-468-0	76.60
01-06-03	Verizon Wireless 5436	117185	Cell Phone- Police Dept	542.73
01-06-04	Fleet Services	117193	Fuel-Police Dept	3,689.87
01-06-20	RCB	117328	loan 4199519 19 Charger/20 Dur	915.90
01-06-20	RCB	117329	loan 10309375/103280452 2 poli	2,692.02
01-06-20	RCB	117327	loan 4199006 21 Dodge Durango	597.30
Total	POLICE			<b>124,158.39</b>
<b>FIRE</b>				
01-07-01	Personnel Services-Fire	PAYROLL	PAYROLL 11/17/2023	47,140.52
01-07-01	Personnel Services-Fire	PAYROLL	PAYROLL 11/03/2023	30,239.66
01-07-02	66 Apparel	117424	4 t-shirt/sweatshirt	108.00
01-07-02	66 Apparel	117423	White sweatshirt	34.00
01-07-02	Aaron Erwin, Aaron's Extermina	117153	Spray for pests-Fire Dept	45.00
01-07-02	ACE TOWN & COUNTRY	117120	hardware for tank #3	43.94
01-07-02	ACE TOWN & COUNTRY	117147	repair air compressor	5.52
01-07-02	AUTOMOTIVE SUPPLY PARTS	117131	door struts tanker #3	58.95
01-07-02	AUTOMOTIVE SUPPLY PARTS	117345	light bulb engine #4	19.94
01-07-02	Bank of America Business Card	117152	Adobe Monthly Fee	29.99
01-07-02	Bank of America Business Card	117419	Thompson Bros Hydro Test	68.00
01-07-02	CASCO INDUSTRIES INC	117364	SCBA's for Fire Dept	9,612.15
01-07-02	CFS Inspections	117422	Unit truck 1 Pierce 75 HDL	1,210.00
01-07-02	FOREMAN'S BODY SHOP	116959	rear seal tanker #3	631.00
01-07-02	Sam's Tire Shop, LLC	117126	2 new tires chief 1	466.00
01-07-02	Wal Mart Community-Capital One	117426	halloween Candy	222.20
01-07-03	1-VOIP Enhanced Services LLC	117305	Land Lines Fire Dept 2674	11.30
01-07-03	OK NATURAL GAS CO	117294	****78014116670664	170.77
01-07-03	Public Service Company of Okla	117206	***-67-402-0-6	309.46
01-07-03	Verizon Wireless 2264	117314	Cell Phone Fire Dept-IPADS	138.52
01-07-04	Fleet Services	117194	Fuel- Fire Dept	1,896.62
Total	FIRE			<b>92,461.54</b>
<b>STREET</b>				
01-08-01	Personnel Services-Street	PAYROLL	PAYROLL 11/17/2023	11,208.48
01-08-01	Personnel Services-Street	PAYROLL	PAYROLL 11/03/2023	10,511.65
01-08-02	ACE TOWN & COUNTRY	117416	Dewalt grinder, blades	103.98
01-08-02	ACE TOWN & COUNTRY	117117	drill bits,lag screws	26.68
01-08-02	ACE TOWN & COUNTRY	117344	nuts, bolts	78.86
01-08-02	ACE TOWN & COUNTRY	117024	2 gallons muratic acid	12.98
01-08-02	Airgas USA, LLC	117353	Acetylene	106.81
01-08-02	Associated Supply Co, Inc	116983	hydr cyl rebuild kit	369.80
01-08-02	Associated Supply Co, Inc	117064	2 addl seal kits-box blade	162.80
01-08-02	ATLAS STEEL PRODUCTS INC	117370	pipe for C&L job	42.00
01-08-02	ATLAS STEEL PRODUCTS INC	117352	Jack Handle	18.00
01-08-02	ATLAS STEEL PRODUCTS INC	117393	2x2 angle iron	112.00
01-08-02	ATWOODS	117390	spray foam	49.99
01-08-02	ATWOODS	116973	5 bal buckets	22.45
01-08-02	ATWOODS	116986	sprayer pump	59.99
01-08-02	ATWOODS	117055	water, 2 propane refills	51.94
01-08-02	AUTOMOTIVE SUPPLY PARTS	117013	Hydr,fluid,DEF,zipties	272.71

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>STREET</b>				
01-08-02	AUTOMOTIVE SUPPLY PARTS	117106	2 wrenches,hydraulic cyl	401.06
01-08-02	AUTOMOTIVE SUPPLY PARTS	117014	couplers,filters, filter wrench	329.76
01-08-02	AUTOMOTIVE SUPPLY PARTS	117107	elect switches,engine coolant,	409.93
01-08-02	AUTOMOTIVE SUPPLY PARTS	117105	filters,rust remover, hand cle	300.70
01-08-02	Clean Uniform Company	117267	Uniform Rental Street Dept	108.28
01-08-02	Green Country Spine	117146	Drug Screen/physical Tate Wisd	130.00
01-08-02	Holt Truck Centers	117012	6 Inj O ring kit 83/10 wheel	295.14
01-08-02	HY-FLO	117053	transformer/ igniter	148.30
01-08-02	JO CO Equipment	117354	tank heaters, patcher	661.05
01-08-02	JO CO Equipment	117355	tank heaters, patcher	661.05
01-08-02	LONGAN CONSTRUCTION CO	117396	6 yards concrete C&L project	888.00
01-08-02	O'Reilly Automotive, Inc.	117116	coolant tank old sweeper truck	76.17
01-08-02	O'Reilly Automotive, Inc.	117094	Chevy 1 ton, fuel filter	53.37
01-08-02	OK One Call System Inc	117359	Ticket fees,Service period 11/	245.10
01-08-02	OTA PIKEPASS	117275	Toll Fee-Street Dept	6.20
01-08-02	Sam's Tire Shop, LLC	117130	flat repair, brushhog tractor	14.00
01-08-02	T H ROGERS LUMBER CO	117078	cap (1 1/2 inch)	1.99
01-08-02	T H ROGERS LUMBER CO	117023	3 bags concrete	16.47
01-08-02	T H ROGERS LUMBER CO	116980	concrete (bags)	10.98
01-08-02	T H ROGERS LUMBER CO	117357	1 bag concrete	5.50
01-08-02	WARREN CAT	117439	steel kit D backhoe	140.02
01-08-03	1-VOIP Enhanced Services LLC	117306	Land Lines Street Dept 6580	11.30
01-08-03	OK NATURAL GAS CO	117295	****76318185623164	54.21
01-08-03	Public Service Company of Okla	117208	***-04-700-03	235.35
01-08-03	Public Service Company of Okla	117207	***-*04-700-0-6	80.47
01-08-03	Verizon Wireless 2264	117315	Cell Phone Street Dept	24.95
01-08-04	Fleet Services	117195	Fuel- Street Dept	2,500.87
Total STREET				<b>31,021.34</b>
<b>GENERAL GOVERNMENT</b>				
01-12-01	Personnel Services-Gen Gov	PAYROLL	PAYROLL 11/17/2023	4,432.43
01-12-01	Personnel Services-Gen Gov	PAYROLL	PAYROLL 11/03/2023	4,465.84
01-12-02	Aaron Erwin, Aaron's Extermina	117160	Spray for pests-City Hall	60.00
01-12-02	ACE TOWN & COUNTRY	117429	Toilet seat screws	5.99
01-12-02	BancFirst	117361	Safe deposit box renewal 00395	20.00
01-12-02	Bank of America Business Card	117486	Adobe Credits 10/25/2023	(110.26)
01-12-02	Bank of America Business Card	117371	USDOT Drug,Alcohol Querries	125.00
01-12-02	Bank of America Business Card	117372	Otterbox clip for phone	21.36
01-12-02	Bank of America Business Card	117289	Call Centric-fax lines	20.00
01-12-02	Bank of America Business Card	117362	Riser shelf for A/P desk	22.18
01-12-02	Bank of America Business Card	117484	Acrobat Pro	19.99
01-12-02	Bank of America Business Card	117447	Apple I Cloud storage	0.99
01-12-02	Clean Uniform Company	117273	Uniform Rental-Mats/City Hall	12.00
01-12-02	CULLIGAN OF JOPLIN	117132	bottled water-City Hall	22.95
01-12-02	CULLIGAN OF JOPLIN	117184	Water City Hall	30.95
01-12-02	Liberty Flags Inc	117141	multiple Flags,American,POW,Mi	465.83
01-12-02	LUCILLE'S FLOWERS	116908	employee Bereavement flowers	45.99
01-12-02	OK TAX COMMISSION	117389	Sales Tax Library October 2023	6.65
01-12-02	Positronix Technology, Inc.	117179	Services per Contract	2,775.00
01-12-02	Positronix Technology, Inc.	117180	cloud backup subscription	51.00
01-12-02	QUILL CORPORATION	117108	trash bags,calulator ink	72.35
01-12-02	QUILL CORPORATION	117351	toilet paper,paper towels	103.98
01-12-02	QUILL CORPORATION	117108	trash bags,calulator ink	30.36
01-12-02	QUILL CORPORATION	116948	folders, envelopes	82.97
01-12-02	SEQUOYAH SOFTWARE & CO	117181	Services-EBPP Fee-2 addl licen	980.00
01-12-02	VINITA DAILY JOURNAL	117442	ordinance #3824 annexation	5.35
01-12-03	1-VOIP Enhanced Services LLC	117308	Land Lines City Hall	158.05
01-12-03	OK NATURAL GAS CO	117296	****76323185623518	176.29

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
GENERAL GOVERNMENT				
01-12-03	Public Service Company of Okla	117212	***-*41-399-0	7.14
01-12-03	Public Service Company of Okla	117211	***-*01-402-0-6	1,231.62
01-12-03	Public Service Company of Okla	117205	***-*49-561-1-4	134.40
01-12-03	Public Service Company of Okla	117213	***-*24-524-0	7.14
01-12-03	Public Service Company of Okla	117214	***-*36-511-8	7.14
01-12-03	Public Service Company of Okla	117215	***-*00-605-0	7.14
01-12-03	Public Service Company of Okla	117216	***-*798-642-0	7.14
01-12-03	Public Service Company of Okla	117217	***-*40-353-0	7.14
01-12-03	Public Service Company of Okla	117218	***-*10-651-0	7.14
01-12-03	Public Service Company of Okla	117219	***-*23-644-0	7.14
01-12-03	Public Service Company of Okla	117221	***-*58-336-0	7.14
01-12-03	Public Service Company of Okla	117222	***-*50-011-0	7.14
01-12-03	Public Service Company of Okla	117223	***-*02-013-0	7.14
01-12-03	Public Service Company of Okla	117224	***-*95-812-0	7.14
01-12-03	Public Service Company of Okla	117220	***-*879-771-0	7.14
01-12-03	Verizon Wireless 2264	117313	Cell Phone Allen Goforth	49.99
01-12-04	Craig Co Clerk	117165	Ambulance Subsidy	8,640.00
01-12-06	COMPSOURCE OKLAHOMA	117265	Workers Comp	15,095.00
01-12-16	DOCSENIOR SERVICES	117166	per Contract	833.33
01-12-19	The Public Finance Law Group	117410	special council/Mansion Ent TI	12,500.00
01-12-20	Current Pride Electric LLC	117406	11/9 Senior Citizen Security c	227.50
01-12-20	OK NATURAL GAS CO	117301	****76316185403200	1,196.97
01-12-20	Positronix Technology, Inc.	117409	council room amplifier/Mic	165.53
01-12-20	Positronix Technology, Inc.	117115	powerstrip,cable,adapter,breez	47.27
01-12-20	Public Service Company of Okla	117375	***-*37-0512 PAAS	849.42
01-12-20	Public Service Company of Okla	117225	950-933-44-1-4	37.75
01-12-22	Bible, Matthew W	117473	9 Runs	225.00
01-12-22	CASCO INDUSTRIES INC	117425	Medium face piece	3,163.00
01-12-22	CMC Rescue, Inc	117420	Rope rescue tech P Mendell	1,469.00
01-12-22	Copeland,Bill	117469	3 Runs	75.00
01-12-22	Cunningham, Hayden Lee Cole	117465	6 Runs	150.00
01-12-22	Harris, Deriek	117451	R&R Coordinator Nov 2023	2,000.00
01-12-22	Harris, Deriek	117459	8 Runs	200.00
01-12-22	Harris,Deriek	117474	Reimburse Tuition	2,669.00
01-12-22	Huxtable, Kevin	117450	R&R Coordinator Nov 2023	2,000.00
01-12-22	Lee, Josh D	117457	Medical Insurance Reimburse	625.00
01-12-22	Lee, Josh D	117458	7 Runs	175.00
01-12-22	McElhaney, Scott	117466	3 Runs	75.00
01-12-22	McElhaney, Sydney	117462	12 Runs	300.00
01-12-22	Mendell, Phillip	117461	Reimburse Tuition	1,200.00
01-12-22	Mendell, Phillip Lee	117456	Medical Insurance Reimburse	378.30
01-12-22	Parker, Bryar Lynn	117463	9 Runs	225.00
01-12-22	Powers, Jessica	117454	Medical Insurance Reimburse	236.60
01-12-22	Powers, Jessica	117464	2 Runs	50.00
01-12-22	Prince, Brian	117455	Medical Insurance Reimburse	330.00
01-12-22	Prince, Brian	117468	2 Runs	50.00
01-12-22	Richardson,Sawyer	117467	5 Runs	125.00
01-12-22	Rinehart, Zachary Todd	117471	6 Runs	150.00
01-12-22	Rinehart, Zachary Todd	117453	Medical Insurance Reimburse	1,540.00
01-12-22	Starks, Tyton H	117475	Reimburse Tuition	11,606.00
01-12-22	Starks, Tyton Howard	117472	14 Runs	350.00
01-12-22	TargetSolutions Learning LLC	117421	Vector LMS Premier Memb/Maint	3,412.74
01-12-22	TECH RESQ	117087	B Parker Swiftwater rescue tra	250.00
01-12-22	Ward, Drake	117460	6 Runs	150.00
01-12-22	Weaver, Jason J	117452	Medical Insurance Reimburse	375.00
01-12-22	Weaver, Jason J	117470	2 Runs	50.00
Total	GENERAL GOVERNMENT			<u>88,809.48</u>

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>LIBRARY</b>				
01-13-01	Personnel Services-Library	PAYROLL	PAYROLL 11/17/2023	4,084.39
01-13-01	Personnel Services-Library	PAYROLL	PAYROLL 11/03/2023	4,387.36
01-13-02	Aaron Erwin, Aaron's Extermina	117154	Spray for pests-Library/Museum	55.00
01-13-02	Bank of America Business Card	117095	Amazon battery backup,feathers	329.19
01-13-02	Bank of America Business Card	117485	Amazon-Book 10/5/23	7.99
01-13-02	Funds for Learning, LLC	117346	contract renewal	1,500.00
01-13-02	LAKELAND OFFICE SYSTEMS	117182	Library-Monthly contract,overa	40.80
01-13-02	Librarica LLC	117144	Cassie renewal	550.95
01-13-02	OverDrive, Inc.	117145	Contract Renewal	3,000.00
01-13-02	Wal Mart Community-Capital One	117347	Christmas program supplies	46.92
01-13-02	Wal Mart Community-Capital One	117056	Library supplies	176.74
01-13-03	1-VOIP Enhanced Services LLC	117309	Land Lines Library 2115	11.30
01-13-03	OK NATURAL GAS CO	117297	***-78013116670527	219.75
01-13-03	Public Service Company of Okla	117226	***-*96-402-0-7	501.61
01-13-06	Baker & Taylor	117062	Books	108.57
01-13-06	Bank of America Business Card	117058	Amazon-Books	126.75
Total LIBRARY				15,147.32
<b>PARKS/CEMETERY</b>				
01-14-01	Personnel Services-Parks/Cemet	PAYROLL	PAYROLL 11/17/2023	6,239.99
01-14-01	Personnel Services-Parks/Cemet	PAYROLL	PAYROLL 11/03/2023	6,636.02
01-14-02	Aaron Erwin, Aaron's Extermina	117155	Spray for pests-South Park Res	20.00
01-14-02	Aaron Erwin, Aaron's Extermina	117157	Spray for pests-Cemetery Offic	20.00
01-14-02	Aaron Erwin, Aaron's Extermina	117158	Spray for pests-Sports Concess	25.00
01-14-02	Aaron Erwin, Aaron's Extermina	117159	Spray for pests-Attucks Restro	10.00
01-14-02	ATWOODS	117010	tire tube for mower	9.99
01-14-02	ATWOODS	117411	pig rings (100)	4.49
01-14-02	ATWOODS	117098	antifreeze,distilled water	40.95
01-14-02	ATWOODS -	117414	straps, hogrings/bungee cords	30.05
01-14-02	AUTOMOTIVE SUPPLY PARTS	117104	fuel filter,separators, RV ant	491.82
01-14-02	CARR & CARR PLUMBING	117479	Winterize Park Bathrooms	290.00
01-14-02	Clean Uniform Company	117269	Uniform Rental Parks/Cemetery	69.28
01-14-02	Fastenal Company	117060	Bolts	136.74
01-14-02	Green Country Spine	117478	James Hubert drug screen	45.00
01-14-02	Hiseley Customs	117111	2-signs, Bathroom Closed	25.00
01-14-02	Lauchner Lawn Care	117358	Fall weed control sports compl	750.00
01-14-02	Positronix Technology, Inc.	114649	cameras at North Park	484.16
01-14-02	Positronix Technology, Inc.	114648	cameras at Lake Park	582.31
01-14-02	Sam's Tire Shop, LLC	116975	2 tires for cemetery	446.00
01-14-02	Sam's Tire Shop, LLC	116943	2 flats repaired	28.00
01-14-02	T H ROGERS LUMBER CO	117356	outlet plug/cover sports compl	30.86
01-14-02	T H ROGERS LUMBER CO	117125	6 inch extension sink	4.99
01-14-02	T H ROGERS LUMBER CO	117381	3 bags concrete	64.03
01-14-02	T H ROGERS LUMBER CO	117112	light switch, plate	2.48
01-14-03	Public Service Company of Okla	117242	***-*50-270-0-3	61.60
01-14-03	Public Service Company of Okla	117227	***-*67-231-0-1	69.90
01-14-03	Public Service Company of Okla	117237	***-*88-322-0-8	271.44
01-14-03	Public Service Company of Okla	117236	***-*68-302-0-3	53.73
01-14-03	Public Service Company of Okla	117235	***-*67-402-0-8	27.10
01-14-03	Public Service Company of Okla	117234	***-*50-270-0-8	46.64
01-14-03	Public Service Company of Okla	117239	***-*64-600-0-0	35.71
01-14-03	Public Service Company of Okla	117233	***-*25-482-0-3	61.00
01-14-03	Public Service Company of Okla	117240	***-*64-600-1	12.09
01-14-03	Public Service Company of Okla	117241	***-*67-402-00-3	18.79
01-14-03	Public Service Company of Okla	117238	***-*97-928-0-5	29.48
01-14-03	Verizon Wireless 2264	117317	Cell Phone Cemetery/ Parks	45.06
Total PARKS/CEMETERY				17,219.70

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>AIRPORT</b>				
01-15-02	The Outback Co., LLC	117168	Toilet Rental-Airport	100.00
01-15-03	Public Service Company of Okla	117230	***-26-362-0-4	34.09
01-15-03	Public Service Company of Okla	117228	***-06-362-0-6	85.37
01-15-03	Public Service Company of Okla	117231	***-680-873-0-7	52.51
01-15-03	Public Service Company of Okla	117229	***-06-362-0-4	29.48
Total AIRPORT				<u>301.45</u>
01-15-10	AvFuel Corporation	116667	Aviation fuel 3248 gallons	15,491.14
Total				<u>15,491.14</u>
<b>SWIM POOL</b>				
01-16-02	Aaron Erwin, Aaron's Extermina	117156	Spray for pests-Swimming Pool	25.00
01-16-02	ACE TOWN & COUNTRY	117099	stem key-pool	11.99
01-16-02	ATWOODS	117096	duct tape, anitfreeze	97.78
01-16-03	OK NATURAL GAS CO	117298	****79188116772973	45.76
01-16-03	Public Service Company of Okla	117232	***-84-600-0-5	77.11
01-16-03	Verizon Wireless 2264	117318	Cell Phone Swimming Pool	24.95
01-16-20	Arlan Company Inc	117075	Paint for swimming pool	4,715.55
Total SWIM POOL				<u>4,998.14</u>
<b>PELIVAN CONTRACT</b>				
01-18-07	GRAND GATEWAY ECONOMIC	117171	per Contract	4,327.78
Total PELIVAN CONTRACT				<u>4,327.78</u>
<b>ZONING</b>				
01-19-02	Bank of America Business Card	117059	post office mailings	35.07
01-19-02	Cordray, Tony	117403	Planning Committee meeting 11/	25.00
01-19-02	Flock, Mike	117401	Planning Committee meeting 11/	25.00
01-19-02	Hilburn,Elizabeth	117402	Planning Committee meeting 11/	25.00
01-19-02	Patrick, Dennis	117405	Planning Committee meeting 11/	25.00
01-19-02	VINITA DAILY JOURNAL	117445	Planning Commiss Notice Parcel	29.05
01-19-02	VINITA DAILY JOURNAL	117444	Planning Commiss Notice Parcel	30.85
01-19-02	VINITA DAILY JOURNAL	117443	Board of Adjust Zoning-Ratclif	34.60
01-19-02	YOUNG, BOB	117404	Planning Committee meeting 11/	25.00
Total ZONING				<u>254.57</u>
<b>SENIOR CITIZENS</b>				
01-40-03	OK NATURAL GAS CO	117299	****73832116330745	242.19
01-40-03	Public Service Company of Okla	117243	***-25-711-0-47	27.10
01-40-03	Public Service Company of Okla	117245	***-39-600-0-6	640.07
01-40-03	Public Service Company of Okla	117244	***-39-600-0-1	418.26
01-40-07	Senior Citizens Center	117172	per Contract	3,116.51
Total SENIOR CITIZENS				<u>4,444.13</u>
<b>FINANCE OFFICER</b>				
01-42-02	Hood & Associates, CPA's P.C.	117288	Finance Accounting	1,557.00
Total FINANCE OFFICER				<u>1,557.00</u>
<b>CODE COMPLIANCE</b>				
01-43-01	Personnel Services-Compliance	PAYROLL	PAYROLL 11/03/2023	2,517.69
01-43-01	Personnel Services-Compliance	PAYROLL	PAYROLL 11/17/2023	2,622.95
01-43-02	Clean Uniform Company	117270	Uniform Rental Code Enforce/Co	15.75
01-43-03	Verizon Wireless 2264	117319	Cell Phone Compliance	70.01
01-43-04	Fleet Services	117196	Fuel Code Enforce/Compliance	139.25
Total CODE COMPLIANCE				<u>5,365.65</u>
<b>ECONOMIC DEVELOPMENT</b>				
01-46-01	Economic Development Personne	PAYROLL	PAYROLL 11/03/2023	3,445.11
01-46-01	Economic Development Personne	PAYROLL	PAYROLL 11/17/2023	3,515.91

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>ECONOMIC DEVELOPMENT</b>				
01-46-02	Deffenbaugh, Misty	117091	reimburse for mileage Oct 2023	156.54
01-46-02	LUCILLE'S FLOWERS	116987	ribbon for ribbon cutting	10.00
01-46-02	South Grand Lake Chamber	117349	3 tickets 2023 Annual Awards B	225.00
Total ECONOMIC DEVELOPMENT				<u>7,352.56</u>
<b>STREET &amp; ALLEY</b>				
01-50-03	Public Service Co of Oklahoma	117264	***-411-541-0-1	3,795.15
01-50-03	Public Service Company of Okla	117246	***-*39-345-0-1	37.40
01-50-03	Public Service Company of Okla	117247	***-*53-639-0-6	339.53
01-50-03	Public Service Company of Okla	117249	***-*60-331-0-25	85.20
01-50-03	Public Service Company of Okla	117248	***-*22-284-0-2	111.70
01-50-03	Public Service Company of Okla	117250	***-*86-838-0-5	6.49
01-50-03	SignalTek, Inc.	117173	Traffic Control	120.00
Total STREET & ALLEY				<u>4,495.47</u>
<b>SALES TAX CIP</b>				
05-32-08	RCB	117174	Lease Agreement #4173985	3,794.31
05-32-08	SCURLOCK INDUSTRIES	116642	Culvert's for C&L Supply proje	21,037.50
Total SALES TAX CIP				<u>24,831.81</u>
<b>FIRE DEPARTMENT GRANT</b>				
08-07-02	CASCO INDUSTRIES INC	117363	SCBA's for Fire Dept/AFG Grant	157,142.85
Total FIRE DEPARTMENT GRANT				<u>157,142.85</u>
<b>LIBRARY GRANT</b>				
15-55-04	Bank of America Business Card	117057	Amazon-designated funds	52.25
Total LIBRARY GRANT				<u>52.25</u>
<b>REVOLVING FUND</b>				
30-00-30	Blue Cross and Blue Shield	117175	Ins premiums-retirees,cobra	623.93
30-00-30	Blue Cross and Blue Shield	117177	Ins premiums-John Swift	30.31
30-00-30	MetLife	117178	Ins premiums-retirees	266.45
30-00-30	OK Uniform Building Code Comn	117334	13 Permits Oct 2023	52.00
Total REVOLVING FUND				<u>972.69</u>
<b>ECONOMIC DEVELOPMENT</b>				
46-46-02	Bank of America Business Card	117369	International Council of Shopp	125.00
46-46-02	T H ROGERS LUMBER CO	117080	plywood-tennis courts	312.79
Total ECONOMIC DEVELOPMENT				<u>437.79</u>
<b>HOTEL/MOTEL TAX</b>				
67-67-01	Boyce Investments	117304	Billboard	375.00
67-67-01	Eastern Trails Museum, Inc.	117188	Monthly Support	1,600.00
67-67-01	Public Service Company of Okla	117251	***-*54-245-0	26.99
67-67-01	Public Service Company of Okla	117253	***-*50-354-0	26.99
67-67-01	Public Service Company of Okla	117254	***-*47-177-0	26.99
Total HOTEL/MOTEL TAX				<u>2,055.97</u>
<b>POLICE RESERVE/PAAS</b>				
84-00-55	Animal Shelter Support (PAAS)	117350	per agreement 11/7/2023	3,000.00
Total POLICE RESERVE/PAAS				<u>3,000.00</u>
<b>LIBRARY-NEW LIBRARY</b>				
85-85-02	TULSA WORLD	117360	Bid 239-001-21 Library	152.54
85-85-02	VINITA DAILY JOURNAL	117114	Bid # 239-001.21 CDGB project	244.84
Total LIBRARY-NEW LIBRARY				<u>397.38</u>
<b>METER DEPOSIT REFUND</b>				
95-00-02	APRIL & RICK LAUCHNER	INV164226	meter dep ref @ 526 S Smith	51.08
95-00-02	AUDREY KINZER	INV164229	meter dep ref @ 450 N Miller	51.08

*\$469,408.62*

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>METER DEPOSIT REFUND</b>				
95-00-02	AUSTIN GARDNER	INV164242	meter dep & 2nd meter dep ref	44.63
95-00-02	B & L FITNESS	INV164232	meter dep ref @ 352 S Wilson	100.00
95-00-02	CITY OF VINITA	INV164225	meter dep ref @ 1200 W Canadi	100.00
95-00-02	CLINT WARD	INV164222	meter dep ref @ 221 W Delaware	42.98
95-00-02	DYLAN BROWN	INV164227	meter dep ref @ 526 S Scrapper	51.08
95-00-02	E.R. BERRY	INV164233	meter dep ref @ 703 W Canadian	51.08
95-00-02	JEFFERY LEWIS	INV164243	meter dep ref @ 1400 W Hope #2	0.79
95-00-02	JONATHAN STOWE EMERSON	INV164224	meter dep & 2nd meter dep ref	82.81
95-00-02	KALEAH DAVIS	INV164231	meter dep & 2nd meter dep ref	53.24
95-00-02	KAREN MASON	INV164230	meter dep ref @ 431 S Smith	51.08
95-00-02	KIMBERLY FRISK	INV164239	meter dep ref @ 707 N Adair	2.16
95-00-02	LARRY COVERT	INV164246	meter dep ref @ 650 N Scrapper	51.08
95-00-02	MICHAEL WRIGHT	INV164228	meter dep ref @ 109 W Clyde	18.70
95-00-02	NANCY MEJIA OCAMPO	INV164234	meter dep ref @ 210 S Wilson	42.98
95-00-02	OK HUMANE	INV164223	meter dep ref @ 628 S Wilson	100.00
95-00-02	SARA FLYNN	INV164245	meter dep ref @ 425 n Fifth	21.40
95-00-02	SCOOBY'S CUSTOM RESTORA	INV164241	meter dep ref @ 128 S first	100.00
95-00-02	STEPHANIE HARRIS	INV164236	meter dep ref @ 338 S Adair	2.16
95-00-02	TONI STANLEY	INV164237	meter dep ref @ 620 W North	2.16
95-00-02	VINITA UTILITIES AUTHORIT	INV164247	meter dep ref @ Oct 2023	2,747.78
95-00-02	WHITTANIE VANOVER	INV164244	meter dep ref @ 414 S Scrapper	31.73
Total METER DEPOSIT REFUND				<b>3,800.00</b>
<b>VINITA LAKE PARK</b>				
98-98-02	Craig Co Rural Water Dist #2	117303	Acct 1500101 442050 E 240 RD	42.72
98-98-02	NE Okla Electric Cooperative	117280	940451 Vinita Lake Park	64.16
Total VINITA LAKE PARK				<b>106.88</b>
<b>Grand Total</b>				<b>662,206.24</b>



**ORDINANCE NO. 3829**

**AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY LOCATED WITHIN THE CITY OF VINITA, OKLAHOMA; AND DECLARING AN EMERGENCY.**

**WHEREAS**, the owner of the real property hereinafter described has made application to the City of Vinita requesting zoning of said real property be amended from Single-family Residential District (R-1) to Highway Commercial and Commercial Recreation District (C-2); and

**WHEREAS**, on November 14, 2023, the Planning Commission of the City of Vinita, after public hearing, and upon notice to the public and the surrounding property owners as provided by statute, has determined that the zoning classification of the hereinafter described property should be amended to Highway Commercial and Commercial Recreation District (C-2); and

**WHEREAS**, there having been a public hearing allowing persons an opportunity to protest or challenge the propriety of said zoning classification change, and pursuant thereto, said zoning reclassification has been recommended by the Planning Commission of the City of Vinita for approval to the City Council; and

**WHEREAS**, on December 5, 2023, the City Council of the City of Vinita, Oklahoma, has found and determined that the recommendation of the Planning Commission for approval of the zoning classification amendment of said property, as hereinafter described, is desirable and in the best interest of the City of Vinita and its citizens.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Vinita, Oklahoma:

**Section 1:** That the zoning classification of the following described property situated within the City of Vinita, Oklahoma, be and same is hereby amended to classify the entire parcel as Highway Commercial and Commercial Recreation District (C-2), said property being described as follows, to-wit:

**The North Half (N1/2) of Section Twenty-two (22), Township Twenty-five (25) North, Range Twenty-one (21) East of Indian Meridian, Craig County, Oklahoma, according to the United States Government Survey thereof, LESS AND EXCEPT the NE1/2NE1/4NW1/4 of said Section 22, Township 25 North, Range 21 East of the Meridian, Craig County**

**STREET OR APPROXIMATE LOCATION:**

**E 260 Road, Vinita, OK**

and that said property, and owners thereof, enjoy and be subject to uses restricted to those permitted under Highway Commercial and Commercial Recreation District (C-2), benefits and restrictions of said Highway Commercial and Commercial Recreation District (C-2) zoning classification.

**Section 2:** EMERGENCY: WHEREAS, it being immediately necessary for the preservation of the peace, health, and safety of Vinita, Oklahoma, and its inhabitants thereof, that the provisions of this ordinance be put into full force and effect, and an emergency is hereby declared to exist by reason whereof this ordinance shall take effect and be in full force for usage from and after its passage and approval.

**PASSED AND APPROVED** by the City Council of the City of Vinita, Oklahoma, with the Emergency Clause being approved and voted on separately, on this 5<sup>th</sup> day of December, 2023.

CITY OF VINITA, OKLAHOMA

By: \_\_\_\_\_  
Josh D. Lee, Mayor

ATTEST:

\_\_\_\_\_  
Brian Prince, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Ryan H. Olsen, City Attorney

**ORDINANCE NO. 3830**

**AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY LOCATED WITHIN THE CITY OF VINITA, OKLAHOMA; AND DECLARING AN EMERGENCY.**

**WHEREAS**, the owner of the real property hereinafter described has made application to the City of Vinita requesting zoning of said real property be amended from Single-family Residential District (R-1) to Highway Commercial and Commercial Recreation District (C-2); and

**WHEREAS**, on November 14, 2023, the Planning Commission of the City of Vinita, after public hearing, and upon notice to the public and the surrounding property owners as provided by statute, has determined that the zoning classification of the hereinafter described property should be amended to Highway Commercial and Commercial Recreation District (C-2); and

**WHEREAS**, there having been a public hearing allowing persons an opportunity to protest or challenge the propriety of said zoning classification change, and pursuant thereto, said zoning reclassification has been recommended by the Planning Commission of the City of Vinita for approval to the City Council; and

**WHEREAS**, on December 5, 2023, the City Council of the City of Vinita, Oklahoma, has found and determined that the recommendation of the Planning Commission for approval of the zoning classification amendment of said property, as hereinafter described, is desirable and in the best interest of the City of Vinita and its citizens.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Vinita, Oklahoma:

**Section 1:** That the zoning classification of the following described property situated within the City of Vinita, Oklahoma, be and same is hereby amended to classify the entire parcel as Highway Commercial and Commercial Recreation District (C-2), said property being described as follows, to-wit:

**The North Half of the Northeast Quarter of the Northwest Quarter (N1/2NE1/4NW1/4) of Section Twenty-two (22), Township Twenty-five (25) North, Range Twenty-one (21) East of Indian Meridian, Craig County, Oklahoma, according to the United States Government Survey thereof.**

**STREET OR APPROXIMATE LOCATION:**

E 260 Road, Vinita, OK

and that said property, and owners thereof, enjoy and be subject to uses restricted to those permitted under Highway Commercial and Commercial Recreation District (C-2), benefits and restrictions of said Highway Commercial and Commercial Recreation District (C-2) zoning classification.

**Section 2:** EMERGENCY: WHEREAS, it being immediately necessary for the preservation of the peace, health, and safety of Vinita, Oklahoma, and its inhabitants thereof, that the provisions of this ordinance be put into full force and effect, and an emergency is hereby declared to exist by reason whereof this ordinance shall take effect and be in full force for usage from and after its passage and approval.

**PASSED AND APPROVED** by the City Council of the City of Vinita, Oklahoma, with the Emergency Clause being approved and voted on separately, on this 5<sup>th</sup> day of December, 2023.

CITY OF VINITA, OKLAHOMA

By: \_\_\_\_\_  
Josh D. Lee, Mayor

ATTEST:

\_\_\_\_\_  
Brian Prince, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Ryan H. Olsen, City Attorney



D  
December 5, 2023

Mayor Josh Lee  
104 E Illinois Avenue  
Vinita, OK 74301

Re: Services Letter Agreement

Dear Mayor Lee,

For both of our records, this letter will confirm the agreement (the "Agreement") between and among the City of Vinita ("City") and The American Society for the Prevention of Cruelty to Animals, a nonprofit corporation with offices at 424 East 92<sup>nd</sup> Street, New York, NY 10128 ("ASPCA") (collectively, the "Parties" and each individually a "Party"). This Agreement shall be effective as of the date written above (the "Effective Date") and shall continue in effect during the "Term" (as detailed in Exhibit A).

In consideration of the "Services" (as detailed in Exhibit A) provided by City to the ASPCA, and the ASPCA's mission to provide effective means for the prevention of cruelty to animals throughout the United States (the "ASPCA Mission"), City agrees to the following terms and conditions:

1. Obligations of City. City shall use best efforts to provide the Services according to the time schedule set forth in Exhibit A in a diligent and conscientious manner and to devote the appropriate time, energies and skill to such duties while maintaining and growing the high professional standing and reputation established by the ASPCA.
2. Communications between the Parties. City key contact (the "City Key Contact" as defined in Exhibit A) shall communicate with the "ASPCA Key Contact" (as defined in Exhibit A) on a regular basis during any time when Services are being provided to review and evaluate the Services.
3. Confidentiality. City acknowledges and agrees that the terms of this Agreement and all information provided to or in connection with City's performance under this Agreement shall be considered confidential and proprietary information (the "Confidential Information") and shall not be disclosed to any third party without the prior written consent of the ASPCA.

Confidential Information shall include, without limitation, the terms of this Agreement, marketing materials, sales data, strategies and targeting methods, statistics, and all formulas and/or designs.

The obligation of confidentiality shall not apply to information, which: (a) was known to City prior to its acquisition hereunder; (b) is, or without fault of City becomes, generally known to the public; (c) is acquired by City from a third party having no duty of confidentiality to the ASPCA outside the terms of this Agreement; (d) City received from a third party authorized to disclose it without restriction; (e) City, its agents or subcontractors, developed independently without use of the Confidential Information; or (f) City is required by law, regulation or valid court or governmental agency order to disclose, in which case City must give notice to the ASPCA, allowing it to seek a protective order.

City agrees that any unauthorized use or disclosure of Confidential Information may cause immediate and irreparable harm to the ASPCA, for which money damages may not constitute an adequate remedy. City agrees that injunctive relief may be warranted in addition to any other remedies the ASPCA may have. In addition, the City agrees to promptly advise the ASPCA in writing of any unauthorized misappropriation, disclosure or use by any person of the Confidential Information which may come to its attention and to take all steps at its own expense reasonably requested by the ASPCA to limit, stop, or otherwise remedy such misappropriation, disclosure, or use.

City agrees that all Confidential Information provided by the ASPCA is, and shall remain, the property of the ASPCA or its applicable affiliates. Within five days after being so requested by the ASPCA, City shall, and shall cause its representatives to, return or destroy, at the ASPCA's election, all Confidential Information, including all copies thereof, and destroy all materials of City or any of its representatives based upon, containing, or otherwise reflecting any Confidential Information, and no such Confidential Information shall thereafter be retained in any form or medium by City or its representatives, provided however that City may retain such of its materials as necessary to enable City to comply with its document retention policies. Upon the ASPCA's request, City shall promptly certify to the ASPCA that it has complied with the provisions of this section. Such certification shall be in writing and be signed by the officer of City that supervises such return or destruction.

4. **Safety.** The Parties are committed to prioritizing the health and safety of their staff and the community. Taking this commitment into consideration, the Parties agree to adhere with safety procedures and protocols that align with guidance set forth by the Centers for Disease Control and Prevention (CDC), as well as other federal, state, and local governing authorities.

5. **Fees.** City shall, according to the schedule outlined in Exhibit A, send to the ASPCA invoices detailing the Services provided and the amount due for those Services and any corresponding expenses, as described in Exhibit A. The ASPCA shall pay the Fees and Expenses (as described in Exhibit A) to City within thirty (30) days of the date of each invoice, provided

that invoices shall be delivered to the ASPCA in a timely manner. If a purchase order number is provided by the ASPCA, City shall include the full purchase order number on all invoices submit to the ASPCA. Expenses shall not be reimbursed without the prior written approval of the ASPCA Key Contact. In addition, City understands and agrees that, unless City advises the ASPCA that it is not able to initiate electronic payments, all Fees shall be paid electronically.

6. Term. The term of this Agreement shall begin as of the Effective Date and be as described in Exhibit A, unless terminated earlier in accordance with Paragraph 7 below.

7. Termination.

- a. The ASPCA may terminate this Agreement upon thirty (30) days advance written notice to City.
- b. If either Party breaches any material term or condition of this Agreement, the non-breaching Party shall provide prompt written notice of such breach and shall allow ten (10) days following delivery of the written notice of default to cure such breach. If the breaching Party fails to cure the breach, the non-breaching Party may terminate the Agreement without penalty.
- c. Either Party may terminate this Agreement immediately if the other Party (i) becomes insolvent or unable to pay its debts or makes an assignment for the benefit of its creditors; (ii) is the subject of a voluntary petition in bankruptcy or any voluntary proceeding relating to insolvency, receivership, liquidation, or composition for the benefit of creditors; or (iii) becomes the subject of any involuntary petition in bankruptcy or any involuntary proceeding relating to insolvency, receivership or liquidation for the benefit of creditors.
- d. The ASPCA may terminate this Agreement immediately on written notice to City, if City is or was involved in any activity or makes any statement disparaging of, or reflecting unfavorably upon the ASPCA, tarnishes the reputation of the ASPCA or is not in alignment with the ASPCA Mission. The ASPCA's decision with regard to termination under the terms of this Section 7(d) shall be in its sole discretion.

8. Representations and Warranties. Each of the Parties represents and warrants that it has the full power and authority to enter into and fully perform this Agreement. Each Party further represents and warrants that it will: (a) at all times comply with all applicable federal, state, local, and foreign laws; (b) perform all of its obligations in a professional manner consistent with industry standards; (c) use best efforts to present the other Party in the best light possible; and (d) not infringe the intellectual property rights of the other party or any third-party.

9. Liability. Neither Party shall be liable to the other Party for any consequential or punitive damages arising in connection with the breach of the terms of this Agreement.

10. **Indemnification.** To the fullest extent permitted by applicable law, each Party shall indemnify, defend, save and hold harmless the other Party, its officers, directors, employees, agents, successors and assigns (collectively, “ Indemnitees”), from and against any and all losses, liabilities, claims , obligations, actions, damages, demands, costs and expenses, including reasonable attorneys’ fees and disbursements, of any nature whatsoever that arise out of or are connected with, or are claimed to arise out of or be connected with, the performance of the Services by the indemnifying Party, or any act or omission of the indemnifying Party.

Without limiting the generality of the foregoing, such defense and indemnity includes all liability, damages, losses, claims, demands, and actions on account of personal injury, death, or property loss to any Indemnatee, and of an Indemnatee’s employees, agents, contractors or subcontractors, licensees or invitees, or other contractor or subcontractor, their employees, agents, subcontractors, licensees or invitees or to any other persons, whether based upon, or claimed to be based upon, statutory (including, without limiting the generality of the foregoing, Workers’ Compensation), contractual, tort, or other liability of any Indemnatee, contractor, subcontractor or any other persons.

The foregoing indemnification shall be included in each of the subcontractors’ agreements, if any, that is related to this Agreement and shall be in favor of the Indemnitees and subcontractor.

11. **Insurance.** During the Term of this Agreement, each Party shall carry, at its own expense, a commercial general liability insurance policy issued on an occurrence form in the amount(s) of at least \$1,000,000 per occurrence. Both Parties represent that they have Workers’ Compensation insurance in accordance with applicable law. The ASPCA represents that it maintains automotive insurance for any and all vehicles that may be brought to City’s property.

Each Party’s’ insurer will name the other Party as an additional insured on its commercial general liability policy. Prior to commencement of the Services, each Party shall furnish the other Party an insurance certificate issued by a licensed insurance broker or agent for commercial general liability, with coverage underwritten by insurers with a financial rating of A-7 or better. The certificate shall also evidence all the specialized insurance requirements enumerated in this Agreement and shall evidence a minimum of thirty (30) days’ notice of cancellation.

Each Party acknowledges that its own Workers’ Compensation coverage is its sole remedy for any injury incurred by its employees while performing services pursuant to this Agreement, including work performed on the other Party’s premises. Each Party hereby knowingly and voluntarily waives any right to claim any coverage or benefits, or both, under the other Party’s workers’ compensation insurance coverage.

12. **Choice of Law; Venue.** This Agreement shall be deemed to have been negotiated, made and entered into in the State of New York any and all performance hereunder, or breach thereof, shall be interpreted, governed and construed pursuant to the laws of the State of New York without reference to its choice of law provisions. The Parties hereby acknowledge and consent to personal jurisdiction and venue exclusively in New York (in a federal or state court of



competent jurisdiction) with respect to any action or proceeding (including, without limitation, all pretrial proceedings and party depositions) brought in connection with this Agreement.

13. Relationship of the Parties. The Parties agree that City is an independent contractor and not an employee, agent, or representative of the ASPCA. City understands it is responsible to pay required taxes related to its provision of the Services, that no workers' compensation insurance shall be obtained by the ASPCA on its behalf, and that City shall not be entitled to any of the benefits available to ASPCA employees (including, but not limited to, health care, retirement or leave). This Agreement does not constitute a partnership, joint venture, agency, employee/employer, or any other similar relationship between City and the ASPCA. City shall not have the power to incur any costs or liabilities for or on behalf of the ASPCA without the prior written consent of the ASPCA.

14. Force Majeure. The Parties agree that neither Party shall be liable for, or be considered to be in breach of or default under this Agreement on account of any delay or failure to perform as required by this Agreement as a result of an event of force majeure, so long as that Party uses commercially reasonable efforts to avoid or remove the causes of non-performance, and that Party provides to the other Party reasonable notice of the event of force majeure and the reasons for the event of force majeure preventing or delaying that Party from performance under this Agreement.

15. Entire Agreement; Waiver. This Agreement constitutes and contains the entire agreement between the Parties with respect to the subject matter herein, supersedes all prior written or oral understandings and agreements relating thereto, and may not be changed, modified, amended or supplemented, except by written consent of both Parties. No waiver of any provision hereof shall be effective unless made in writing and signed by the waiving Party. The failure of either Party to require the performance of any term or obligation of this Agreement, or the waiver by any Party of any breach of this Agreement, shall not prevent any subsequent enforcement of such term or obligation or be deemed a waiver of any subsequent breach.

16. Notice.

a. All notices, requests, demands, waivers, and other communications required or permitted pursuant to this Agreement must be in writing and shall be sent (i) by overnight delivery by internationally or nationally recognized overnight mail carrier service and (ii) via email, if email addresses are provided below. Either Party may change the designee or notice address provided in Section 16(b) upon written notice to the other Party, following the notice requirements outlined in this Section 16.

b. Physical addresses and email addresses for notices are as follows:

If to the ASPCA:

The American Society for the Prevention of Cruelty to Animals  
424 E. 92<sup>nd</sup> Street

New York, NY 10128  
Attention: Karen Walsh

With a copy to:  
The American Society for the Prevention of Cruelty to Animals  
424 E. 92<sup>nd</sup> Street  
New York, NY 10128  
Attention: Legal Department

And required electronic copies sent to:  
Karen.walsh@aspca.org

With a copy to:  
legal@aspca.org

If to the City:

Mayor Josh Lee  
Vinita City Hall  
104 E Illinois Avenue  
Vinita, OK 74301  
mayorjoshlee@gmail.com

17. Miscellaneous. This Agreement shall be binding upon the Parties, their representatives, successors, administrators and assigns. This Agreement and the Services, rights and obligations herein may not be assigned or delegated in whole or part by either of the Parties to any third party without the prior written consent of both of the Parties. This Agreement shall be construed without regard to any presumption or rule requiring construction or interpretation against the party drafting the Agreement. The schedules and exhibits referred to herein shall be construed with, and as an integral part of, this Agreement to the same extent as if they were set forth verbatim herein.

This Agreement may be executed in counterparts, each of which shall be deemed an original, and which collectively will be deemed one document. The Parties agree that a signature by facsimile, electronic mail, portable document format (.pdf), electronic submission or by any other electronic means, shall be deemed an original signature and shall constitute effective execution and delivery of this Agreement. Sections 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, and 17 shall survive the expiration or earlier termination of this Agreement.

If the foregoing accurately reflects your understanding of the agreement between City and the ASPCA, please sign this Agreement where indicated below and return a signed copy to my attention as soon as possible.

Sincerely,

Lou Guyton  
Vice President  
Relocation & Placement

**I HEREBY WARRANT THAT I (A) AM OVER EIGHTEEN (18) YEARS OF AGE, (B) HAVE READ THIS AGREEMENT CAREFULLY PRIOR TO ITS EXECUTION, (C) FULLY UNDERSTAND THE CONTENTS OF THIS AGREEMENT, (D) REALIZE THIS AGREEMENT IS AN ENFORCEABLE LEGAL DOCUMENT BETWEEN MYSELF AND THE ASPCA, AND (E) AM AUTHORIZED TO BIND THE CITY TO THIS AGREEMENT (F) VOLUNTARILY SIGN THIS AGREEMENT OF MY OWN FREE WILL.**

ACKNOWLEDGED AND AGREED TO:

City of Vinita

Signatory's Name (print): \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

## Exhibit A

### City Information:

Full Mailing Address (“Service Address”): 628 S. Wilson Street, Vinita, Oklahoma 74301

Term: The Term of this Agreement will begin on the Effective Date and will continue in effect for one year following the effective date (“Initial Term”). After the Initial Term, the Parties shall deem this Agreement to be renewed automatically each year for successive one year terms (each, an “Automatic Renewal Term”) unless, no later than sixty days prior to the expiration of the Initial Term or an Automatic Renewal Term, either Party provides notice to the other that the Party does not wish to renew the Agreement or either Party terminates this Agreement in accordance with the Termination Section of this Agreement.

### Services to be provided (“Services”):

The Parties agree that City may hire a subcontractor to perform its duties herein and City shall be responsible for ensuring such contractor adheres to the relevant portions of this Agreement including, but not limited to, confidentiality obligations. City shall notify the ASPCA (email will suffice) of the contact information of such subcontractor and will immediately notify the ASPCA of any change in subcontractor.

City will house dogs at the Service Address (dogs that live together can cohause) in Pod 4, or another area mutually agreed to by the parties and designated for use by the ASPCA during its transports. City’s or City subcontractor staff will assist the ASPCA transport staff with unloading dogs from transport vehicles, walking dogs, feeding dogs, providing dogs with water at all times, and loading dogs in the ASPCA vehicles the next day for transport. City will provide staff to clean kennels after each use by the ASPCA and prepare the kennels for the next overnight stay. City will provide parking for the ASPCA transport vehicles, as needed, at or in close proximity to the Service Address. City shall store the ASPCA’s provided food for the dogs.

Due to concerns for the health of animals in the ASPCA’s care, City agrees not to house any transport animals in the pod next to the pod in which the ASPCA shall be holding its animals for the duration of time the ASPCA is holding animals in its pod.

If a dog City is housing for the ASPCA requires emergency veterinary care, City shall make best efforts to contact the ASPCA Key Contact before seeking emergency veterinary care. In the event the ASPCA Key Contact can’t be reached, City shall act in the best interest of the animal and seek emergency veterinary care accordingly. Upon the consent of the ASPCA, or in the best interest of the animal if the ASPCA cannot be reached in an emergency, City shall secure veterinary care and City agrees to pay any veterinary care providers directly for any veterinary

medical expenses that may be incurred for the ASPCA's dogs, and the ASPCA shall reimburse City in accordance with the terms of Section 5 of this Agreement.

The ASPCA's responsibilities:

The ASPCA will provide City or City Subcontractor as directed by City, with scheduled dates for transport drop-offs and pickups at least three weeks in advance in order to have City's or City's subcontractor staff available. Communication with City or City's subcontractor on arrival time and departure time of the transports is important to the success of this relationship, and City's or City's subcontractor staff will be updated by the ASPCA on delays and cancellations in a timely manner.

Food for the dogs will be supplied by the ASPCA.

The ASPCA shall also provide City with a fifty (50) gallon drum of Rescue disinfectant annually.

Key Contacts:

City Key Contact:

ASPCA Key Contact: Karen Walsh - 423-599- 1233 - karen.walsh@aspca.org

ASPCA Logistics - Katie Moore - 614-915-2413 - katie.moore@aspca.org

Fees:

\$20.00 per dog per night, payable according to the following schedule.

Invoices shall be submitted by City or City's subcontractor to the ASPCA monthly and includes details of the date of each overnight stay, number of animals housed by City and receipts for any reimbursements that were approved by the ASPCA ("Expenses"). Animals that are provided for transport by City or City's subcontractor and are then transported by the ASPCA will be housed by City with no charges to the ASPCA.

December 5, 2023

## Administrator report

Everything is moving along pretty well. Working on getting the temporary library ready to move into hopefully around the 1 St. of January. I have been meeting with contractors on the temporary library and talking with the contractors on the ADA project. We are still having issue with the railroad at Attucks Street now we have to get a Geotech survey completed to prove its solid rock so we can bore the hole 1 inch larger than the sleeve we are installing under the railroad. all the departments are moving along very well. We are still looking for some good employees. We really need a class A driver if anyone knows of someone looking for a really good job send them our way.

Vinita Public Library  
Department Report to City Council  
Dec 5, 2023



State Rep. Rusty Cornwell and State Senator Micheal Bergstrom visited the library on Nov. 27 to present a certificate of congratulations for the library's 100-year anniversary to Library Director Vanessa Hicks, Youth Director Danielle Fraser and Vinita Mayor Josh Lee. We appreciate the recognition and appreciation!

**CHILDRENS PROGRAMS:** The Sharpie Mug craft program was very popular with more than 20 children attending. The children enjoyed getting creative with their mug designs.

Dec. 6 - Santa will be at the library. We will have activities for children, including Story time and writing letters to Santa starting at 5 pm. Santa will make his appearance at 5:30 pm.

Dec. 11 - Story time and ornament craft for ages 0-5 at 11 am.



**PROGRAMS:**

Dec 5 - DIY Christmas wreath making adult program at noon.

Dec 6 – Yoga at the Library at noon.

Dec. 7 - Monthly free seminar on Edible and Medicinal Plants at 5:30.

Dec 14 - Book Club will meet to discuss the book “1225 Christmas Tree Lane” by Debbie Macomber. Everyone is welcome to attend.

The library is accepting donations of nonperishable food items for our “Food for Fines” program. All donations will go to Neighbors Helping Neighbors on Dec. 20. At the end of November, we forgave \$77.50 in fines!

ACTIVITY	Oct	Nov
New memberships	22	16
Materials circulation (books and audiovisuals)	1,947	1,789
Materials (physical) added to local collection	18	18
Public computer sessions (average 58 min/session)	275	212
Library visits	2,938	2,321
Circulation from OK Virtual Library Consortium	719	688

Respectfully submitted,  
*Vanessa Hicks*, Library Director



# Council Meeting

**Date: December 5th 2023**

**Employees:**

**Vehicles:**

Currently all units are operational.

**Training**

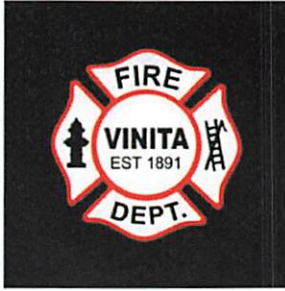
No additional training since last report.

**Community:**

Preparations are ongoing for the upcoming Cops and Kids Program.

**Grant:**

I was awarded a \$10,000.00 Jag Grant to purchase 2 more Panasonic Laptop Computers. I have a webinar on December the 4<sup>th</sup> on what I do to receive the funds. Craig County 911 was also awarded a \$14,000.00 grant to be used to purchase and upgrade equipment in 911 Dispatch.



**Vinita Fire Department**  
**203 W. Canadian Ave**  
**918-256-2674**  
[www.vinitafire.com](http://www.vinitafire.com)  
[chief@vinitafire.com](mailto:chief@vinitafire.com)

Mayor and Council,

Day to day operations continue to run smoothly, and fortunately I do not have much to report.

### **Incidents**

During the month of November, we responded to 128 emergency incidents. This brings are total for the year to 1,410 incidents.

### **Personnel**

I still have two members with active work comp injuries. I do believe one will be released back to full duty today, and the other has not missed any time off work from his injury so far. I will keep you updated as I know more.

### **Apparatus**

We started servicing our engines for the annual pump test last week and found the primer engine had recently stopped working. We have a new one ordered and will be able to complete the repair in house. Once this is completed will schedule the annual pump tests for both engines and the ladder.

### **Training**

Our EMT-Advanced class is still doing great. The class is roughly halfway through with at this point. Both of our Pump Operator classes were successfully completed this week. I do believe the journal was able to take some pictures of the class. Hopefully this class will help with longevity of the pumps in our engines.



## Code Enforcement Report

November 20, 2023, to November 30, 2023

Inspected rebar for a concrete slab for a new accessory building.

Inspected the replacement of wastewater service line at a residence.

Inspected the replacement of wastewater service line at a residence.

Reviewed remodel plans for a commercial business. The plans had been approved and permit had been purchased.

Responded to inquiries about code regulations for remodeling.

Responded to inquiries about lot sizes, and utility locations.

I have been doing follow ups and finding new violations.

I have attached my usual reports to this report.

## **Economic and Community Development Coordinator Update**

December 5, 2023

*Misty Deffenbaugh, City of Vinita Economic and Community Development Coordinator*

### **Industry/Retail:**

- We assisted 14 businesses promote participation in Shop Small Saturday.
- I presented information to realtors from Hometown Realty explaining how to access interactive Vinita city limits map on our website and how to submit free commercial listings to a nationwide audience on locateok.com.
- I met with Charlotte Howe, OK Dept of Commerce Regional Specialist, regarding participation in an upcoming retail recruiting event in Dallas in January.
- Charlotte and I will be meeting with another local manufacturer in January for an incentive analysis. We discussed additional steps to formalize a Business Retention and Expansion (BRE) plan.

### **Community:**

- The City is assisting, as asked, with the Vinita Area Chamber of Commerce Parade of Lights on December 7 at 6 pm. Entries will line up on West Canadian, travel north on Scrapper, east on Illinois and south on Wilson. The theme is Western Wonderland.
- The Main Street Business Owners are conducting a contest with 13 local businesses who have volunteered to decorate the planters on South Wilson. The entry receiving the most Facebook likes will be announced as the winner on December 11.
- The Vinita Area Chamber banquet and awards will be held on December 12, 6 pm, at the Craig County Community Center. Tickets are \$20 and available at BancFirst or [vinitachamber.com](http://vinitachamber.com).

### **Grants:**

- We continue to implement the PREP grant awarded for industrial park road.
- I have been providing information to our Craig County TSET Health Living Program Coordinator for assistance in implementing a grant they received.

### **Tourism:**

- Meeting with OK Main Street representative in January to review available grants for Route 66 Centennial activities.

City of Vinita  
104 East Illinois  
Vinita, Ok 74301

Planning Commission  
Board of Adjustments

11/28/2023

To who it may concern,

After 6 months of full retirement enjoying the freedom of travel and less stress in my life I have realized that I am no longer a good fit for several things I used to be passionate about. This does not mean that I do not care about our City and our Industrial parks it simply means that I know my heart is not 100 % committed to putting those things first at this point in my life. I have thoroughly enjoyed my tenure on these boards and committees sharing ideas and concerns with my fellow members. However, I wish to respectfully resign from any and all of my positions at this time. I know there is someone younger and more committed to lead this City in their future growth and exciting times ahead. Please accept my resignation effective December 1 2023.

Respectfully,

Tony Cordray