



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

Tuesday, February 20, 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 February 6, 2024 VUA Meeting.
5. Discussion, consideration and possible action relating to items removed from Consent Agenda.
6. Discussion, consideration and possible action to hire Jeremy Beistline as a Full Time VUA Employee effective February 26, 2024.
7. Discussion, consideration and possible action on CompSource Mutual Insurance Company for Workman's Compensation Estimated Annual Premium Renewal in the amount of \$240,201.00 effective March 1, 2024.
8. Discussion, consideration and possible action on appointing Brown & Brown of Oklahoma, INC as Agent/Broker of Record for CompSource Mutual Policy.
9. VUA Superintendent Report.
10. New Business.
11. Adjourn.



Brian Prince, City Clerk

Posted February 15, 2024, at 3:40pm.

The regularly scheduled **Vinita Utilities Authority (VUA) Meeting** was held on Tuesday, February 6, 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 February 1, 2024 at 2:30 p.m.
Legal Counsel: Leonard Logan
Mayor Josh Lee called the meeting to order at 5:30 p.m.

MEETING MINUTES

1. The Pledge of Allegiance and Salute to Oklahoma Flag was led by Preston and Michalyn Coppedge and Eric Stedl observing from Troop 1875.
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.

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

A. Minutes from the January 16, 2024 VUA Meeting.
B. VUA January 2024 Bills Payable.

Motion by Briley, seconded by Swift, 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 to hire Bryan Melton as a fulltime VUA Employee effective February 6, 2024.

Superintendent Justin Smith reported that Bryan has been a great employee while on probation.

Motion by Lankford, seconded by Hoskin, to approve to hire Bryan Melton as a fulltime VUA Employee effective February 6, 2024. Motion: Passed.
7. VUA Superintendent Report.

No report was submitted.
8. New Business.

None.
9. Adjourned at 5:33 p.m.

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

Josh D. Lee, Chairman

ATTEST:

Brian Prince, Secretary

Superintendent report

distribution

1400 w hope baseball practice gym 6"main

105 park terrace 12"main

514 n miller service line

Canadian and second 6" main

212 s first service line

senior center sewer line repair

wastewater treatment plant

monthly testing submitted

operator in class this week

water treatment plant

business as usual

solid waste

ordered new tarp for rolloff truck

33 rolloffs for the week

total tons to landfill 58.26



Regularly Scheduled **Vinita City Council Meeting**

Tuesday, February 20, 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. Consideration to approve Consent Agenda:
 - A. Actions taken during the VUA meeting.
 - B. Minutes from the February 6, 2024, City Council meeting.
 4. Discussion, consideration and possible action relating to items removed from Consent Agenda.
 5. Discussion, consideration and possible action on Resolution 2024-3836; Authorizing Application for Financial Assistance from the USDA, Rural Development Grant for City of Vinita Comprehensive Plan.
 6. Discussion, consideration and possible action on RFP 2023-1001 Comprehensive Planning Services proposal from TSW upon subsequent funding decision by council.
 7. Discussion, consideration and possible action on CompSource Mutual Insurance Company for Workman's Compensation Estimated Annual Premium Renewal in the amount of \$240,201.00 effective March 1, 2024.
 8. Discussion, consideration and possible action on appointing Brown & Brown of Oklahoma, INC as Agent/Broker of Record for CompSource Mutual Policy.
 9. Discussion, consideration and possible action to surplus and sell miscellaneous scrap metal located at the Vinita Street Department.
 10. Discussion, consideration and possible action with recommendations from Fire Chief Kevin Huxtable to recruit new Firefighter Volunteers:
 - A. Joshua Coulter
 - B. Brandon Mullis
-



-CONT AGENDA

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 February 15, 2024 at 3:40pm



The regularly scheduled **Vinita City Council Meeting** was held on Tuesday, February 6, 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 February 1, 2024 at 2:30 p.m.

Legal Counsel: Leonard Logan

Mayor Josh Lee called the meeting to order at 5:34 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

2. Recognition of Visitors and Public Comments.

No cards or emails were submitted.

3. Consideration to approve Consent Agenda:

A. Actions taken during the VUA meeting.

B. Minutes from the January 16, 2024, City Council meeting.

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

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

No action needed.

5. Discussion, consideration and possible action on Finance Ordinance 3835; Bills Payable.

Motion by Tyler, seconded by Hoskin to approve Finance Ordinance 3835; Bills Payable.

Motion: Passed.

6. Discussion, consideration and possible action on Finance Ordinance 3835 Emergency Clause.

Motion by Tyler, seconded by Wofford to approve Finance Ordinance 3835 Emergency Clause.

Motion: Passed.

7. Discussion, consideration and possible action on the acceptance of the City of Vinita's REAP Application with Grand Gateway Economic Development Association in the amount of \$100,000.00 grant award # 016-ED-2024.

Motion by Hoskin, seconded by Tyler to approve the City of Vinita's REAP Application with Grand Gateway Economic Development Association in the amount of \$100,000.00 grant award # 016-ED-2024. Motion: Passed.

8. Discussion, consideration and possible action on hiring Street Department Employee John Willis as Street Foreman with \$18.00 per hour wages effective February 7, 2024.

Motion by Briley, seconded by Young to approve hiring Street Department Employee John Willis as Street Foreman with \$18.00 per hour wages effective February 7, 2024. Motion: Passed.

9. Discussion, consideration and possible action to surplus library book shelves as scrap material.

Allen Goforth stated that there is a nonprofit that could use the bookshelves. The Library plans to purchase new ones with donated funds so would like to donate them.

Motion by Hoskin, seconded by Lankford to approve to surplus library book shelves as surplus material. Motion: Passed.

10. Department Reports:

City Clerk Brian Prince gave an update with day to day business. He mentioned that everything has been working well with the contractors calling in their requests and the City can charge their credit Card at that time. This saves them a lot of time not needing to come into City Hall. Also other projects include web design and upgrading a few portals.

Mayor Lee gave a brief update on the American Heartland Theme Park and Three Ponies RV Park and Campground.

11. New Business.

None.

12. Adjourned at 5:50 p.m.

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

Josh D. Lee, Mayor

ATTEST:

Brian Prince, City Clerk

RESOLUTION NO. 2024-3836

**AUTHORIZING APPLICATION FOR FINANCIAL
ASSISTANCE FROM THE UNITED STATES DEPARTMENT OF
AGRICULTURAL, RURAL DEVELOPMENT**

WHEREAS, a resolution of the City Council of the City of Vinita agreeing to apply for financial assistance with the United States Department of Agriculture, Rural Development to finance the City of Vinita Comprehensive Plan. Be it further resolved that the City Council of the City of Vinita authorizes the Mayor of the City of Vinita and/or the City Clerk of the City of Vinita to sign all documents relating to the USDA Rural Development loan and/or grant.

PASSED AND APPROVED by the City Council of the City of Vinita, Oklahoma in regular session on this 20th day of February, 2024.

CITY OF VINITA, OKLAHOMA

By:

Josh D. Lee, Mayor

ATTEST:

Brian Prince, City Clerk



Brian Prince, City Clerk

Date: February 5, 2024
To: CompSource Mutual
Address: 1901 N. Walnut Ave, OKC OK, 73105

AGENT/BROKER OF RECORD LETTER

Dear Sir or Madam:

This will confirm that, as of 02/05/2024, Brown & Brown of Oklahoma, Inc. is appointed Agent/Broker of Record and representative on insurance matters in connection with the following policies:

Carrier: CompSource Mutual
Insured: City of Vinita
Account Number: 00013206-24-1
Effective Date: 03/01/2024 to 03/01/2025

Brown & Brown of Oklahoma, Inc. is authorized to negotiate with any insurance company to effect changes in our existing coverage and/or to increase, reduce, or cancel such insurance as may be necessary.

This appointment supersedes and revokes any previous Agent/Broker of Record letter, and will remain in force until cancelled in writing by an officer of this Company.

We agree that Brown & Brown of Oklahoma, Inc. is not responsible for any deficiencies in our present insurance program, and will not assume such responsibility unless and until its representatives have had a reasonable opportunity to review our exposures, provide us with suggestions for coverage, and implement any changes agreed upon. Also, Brown & Brown of Oklahoma, Inc. will not be responsible for any returned commissions, uncollected premiums, audit premiums or other financial obligations or arrangements relating to the current policy period or to prior policy periods.

This letter also constitutes the authority of any underwriter to furnish Brown & Brown of Oklahoma, Inc. representatives with any information or data that may be required in order to respond to our present and future insurance needs.

Please waive any grace period as this decision is effective immediately.

Thank you for your cooperation.

Sincerely,

Brian K. Prince- City Clerk
brian@cityofvinita.com
918-256-6468

Date

February 20, 2024

Administrator report

Attended Grand Gateway board meeting on the 8 of February. Had a meeting at city hall on cyber security for the city of Vinita. We are still looking into the options.

Most everything is moving along as normal. No big problems. I have been off 12,13,14 while my wife was in the hospital. I know this is not much of a report but not having any big problems is a good thing. If you have any questions, please call.

parks, cemetery and, street

Report

To whom it may concern since the last council meeting the crews have been busy!

- . cutting brush in alleys
- . ditching and cleaning out horns
- . pothole patching with cold lay asphalt.
- . picking up bagged leaves also picking up trash that community service workers have collected around town.
- . hauling cold lay asphalt from Sand Springs
- . working on equipment and cleaning/organizing shop and shop yard
- . trimming trees in parks and cemetery
- . digging graves and locating plots
- . Running street sweeper
- . cleaning storm drains and ends of culverts so water can flow.
- . mulching leaves in the parks
- . box blading alleys and adding rock
- . disassembling shelves at the library
- . cleaning flood plain ditches
- . attending safety meetings

If you have any questions or concerns, feel free to contact street commissioner James Tracy at street department office (918-256-6580) or work cell (918-915-1545) Thank you.

Vinita Police Department
 P.O. Box 163 Vinita, OK 74301
 (918) 256-6414

ODIS Summary Report From 02/01/2024 - 02/14/2024

Booking Summary Report

Booking Record					
Inmate Booked	5	Inmate Released	5		
Male	4	Male	4		
Female	1	Female	1		
Unknown	0	Unknown	0		
Federal Inmate Booked	0				
Federal Inmate Released	0				
Booking Officer		Arresting Officer		Releasing Officer	
Total	Officer Name	Total	Officer Name	Total	Officer Name
3	ASHLEY, PHILLIP	2	ASHLEY, PHILLIP	2	ASHLEY, PHILLIP
2	KIM, SEUNG	1	COLBY, TANNER	1	COLBY, TANNER
5	GRAND TOTAL	2	KIM, SEUNG	2	KIM, SEUNG
		5	GRAND TOTAL	5	GRAND TOTAL

Incident Summary Report

Incident Record	
Incident Report Filed	22
Sensitive Report	0
Classified Report	0
Report Approved	10
Offense Summary	
Total	Offense (IBR)
5	Assault - Simple
1	Burglary/Breaking and Entering
3	Burglary/Larceny/Theft - From Motor Vehicle
2	Drug/Narcotics - Violations - Marijuana
1	Drunkenness
1	Larceny/Theft - From Building
1	Public Peace - Animal Bites
1	Public Peace - Door Found Open
1	Public Peace - Found Property
2	Public Peace - Other
1	Public Peace - Unattended Death
1	Sex - Assault with an Object
1	Sex - Forcible Sodomy
1	Stolen Vehicle/Motor Vehicle Theft
1	Traffic - Other
2	Warrants - For other Agency
25	GRAND TOTAL
Originating Officer Report	

Total Originating Officer						
2	ASHLEY, PHILLIP					
1	COLBY, TANNER					
5	CUNNINGHAM, HAYDEN					
2	GARRETT, DANIEL					
2	GARRETT, PATRICK					
5	HEILIG, JOSHUAH					
3	KIM, SEUNG					
2	LANGLEY, JERAD					
22	GRAND TOTAL					
Total Report Filed		22				
Total Reports Assigned to Detective		2				
Total Reports Un-Assigned		20				
Report Assigned To	Total	Open	Closed	Case Closed Detail		
GARRETT, PATRICK	1	1	0			
LANGLEY, JERAD	1	0	1	Closed By	Total	
				Cleared - Unfounded		1
GRAND TOTAL	2	1	1			
Total Report Filed		22				
Total Open Cases		13				
Total Closed Cases		9				
Cleared By					Total	
Cleared - By Arrest						5
Cleared - By Exceptional						3
Cleared - Unfounded						1
GRAND TOTAL						9

Citation Summary Report

Citation Record			
Citation Filed (Exclude Warning)	30		
Citation Warning Filed	37		
Officer Violation Report (Include Warning Citation)			
Officer Name	Violation	Total	Total Amount
ASHLEY, PHILLIP (3)	Operate vehicle while driving privilege (suspended) (revoked) (cancelled) (denied).	1	\$561.00
	Speeding 1-10 Over Posted Limit	1	\$161.00
	Speeding 21 or more Over Posted Limit	1	\$311.00
COLBY, TANNER W. (11)	Actual Physical Control of Vehicle while Under Influence or Alcohol/Intoxicating Substance	1	\$811.00
	Bicycles Lamps And Other Equipment	1	\$161.00
	Fail to Stop at Stop Sign/Light	2	\$322.00
	Operate vehicle while driving privilege (suspended) (revoked) (cancelled) (denied).	1	\$561.00
	Speeding 1-10 Over Posted Limit	1	\$161.00
	Speeding 11-15 Over Posted Limit	2	\$422.00
	Vehicle Equipment Violation	2	\$322.00
	Warning/Notice of Cost Warrant - contact Court Clerk within 10 days	1	\$0.00
	CUNNINGHAM, HAYDEN L. (19)	Allow Unauthorized Driver To Operate A Motor Vehicle	1
Expired Tag		1	\$161.00
Fail to comply with compulsory insurance law		1	\$361.00
Failure to Display License Plate		1	\$161.00
Operate vehicle without drivers license		2	\$1,122.00

	School Zone Speeding 0-10 Over Limit	4	\$844.00
	Speeding 1-10 Over Posted Limit	9	\$1,449.00
GARRETT, DANIEL L. (8)	Fail to Stop at Stop Sign/Light	4	\$644.00
	Fail to Yield to Emergency Vehicle	1	\$261.00
	Failure to Display Lighted Headlamps	1	\$161.00
	Speeding 1-10 Over Posted Limit	1	\$161.00
	Vehicle Equipment Violation	1	\$161.00
HEILIG, JOSHUAH A. (16)	Animal Exhibiting Menacing Behavior	1	\$161.00
	Dog License/Vaccination Required	1	\$161.00
	Fail to comply with compulsory insurance law	1	\$361.00
	Fail to Stop at Stop Sign/Light	1	\$161.00
	Harbor vicious animal	1	\$811.00
	Leave Scene of Accident	1	\$561.00
	Operate Unauthorized Vehicle On Public Roadway	2	\$322.00
	Permitting Animal to be at Large	1	\$211.00
	Possession of Marijuana	2	\$1,622.00
	School Zone Speeding 0-10 Over Limit	1	\$211.00
	Speeding 1-10 Over Posted Limit	4	\$644.00
KIM, SEUNG J. (9)	Fail to signal turn/lane change	1	\$161.00
	Failure to Display Lighted Headlamps	1	\$161.00
	Operate vehicle while driving privilege (suspended) (revoked) (cancelled) (denied).	2	\$1,122.00
	Operate vehicle without drivers license	2	\$1,122.00
	Speeding 1-10 Over Posted Limit	3	\$483.00
WICKLIFFE, HEATHER (1)	Animal Exhibiting Menacing Behavior	1	\$161.00
GRAND TOTAL		67	\$18,226.00

Citation Payment Method Summary

Total Cash	\$647.00
Total Checks	\$0.00
Total Credit Cards	\$1,133.00
Total Money Orders	\$0.00
Total Other	\$0.00
Grand Total	\$1,780.00

Warrant Summary Report

Warrant Record			
Warrant Issued	1		
Warrant Served	0		
Warrant Recalled	2		
Warrant Issued			
Total	Warrant Type		Bond Amount
1	Non Traffic - Filed by Citation		\$1,092.00
1	GRAND TOTAL		\$1,092.00
Warrant Served			
No records found.			
Warrant Recalled			
Total	Warrant Type	Bond Amount	Recalled By
1	Non Traffic - Filed by Citation	\$171.00	Police Dept
1	Traffic - Filed By Citation	\$661.00	Police Dept
2	GRAND TOTAL	\$832.00	

Warrant Payment Method Summary

Total Cash	\$0.00
Total Checks	\$0.00
Total Credit Cards	\$0.00
Total Money Orders	\$0.00
Total Other	\$0.00
Grand Total	\$0.00

Protective Order Summary Report

Protective Order Record	
Protective Order Issued - Non Emergency	2
Protective Order Issued - Emergency	0

Civil Process Summary Report

Civil Process Record	
Civil Process Issued	0
Group By Process Type	Group By Court Type
No records found.	No records found.

Field Interview Summary Report

Field Interview Record	
Field Interview Issued	6
Group By Interviewed Officer	
Total	Officer Name
1	CUNNINGHAM, HAYDEN L.
5	GARRETT, DANIEL L.
6	GRAND TOTAL

Accident / Collision Summary Report

Accident Record	
Accident / Collision Record	3
Accident / Collision with DUI	0
Accident / Collision with Hit & Run	1
Accident / Collision with Fatality	0

Radio Log Summary Report

Radio Log Record	
Radio Log Record	896
Group By Call Type	
Total	Initial Call Type
2	10-28/29 (Check Registration or Stolen)
Group By Final Type	
Total	Final Call Type
5	

24	911-Wireless	2	10-28/29 (Check Registration or Stolen)
3	Abandoned Vehicle	3	911 hangup
2	Accident - Hit and Run (Signal 89)	4	911 Wrong Number
1	Accident - Injury (Signal 82)	30	911-Agency Transfer
16	Accident - No Injury (Signal 81)	6	911-Open Line
7	Accident - Unk. Injury (Signal 76)	84	911-Wireless
6	Agency Assist	3	Abandoned Vehicle
7	Alarm - Fire	6	Accident - No Injury (Signal 81)
2	Alarm - Personal	2	Accident - Unk. Injury (Signal 76)
18	Animal Call	5	Agency Assist
1	Assault	7	Alarm - Fire
2	Burglary - In Progress	2	Alarm - Personal
2	Burglary - Report	2	Alarm - Residential
1	Citizen Assist	16	Animal Call
2	Civil Dispute / Civil Matter	2	Assault
11	Civil Paper Service	2	Burglary - In Progress
12	Controlled Burn	3	Burglary - Report
1	Court	1	Citizen Assist
1	Death (Unattended)	2	Civil Dispute / Civil Matter
7	Disturbance	11	Civil Paper Service
3	Dog Bite	12	Controlled Burn
9	Domestic	1	Court
2	Drug Related (Title 63)	1	Death (Unattended)
3	Drunk Driver (Signal 88)	6	Disturbance
1	Electrical Lines Down/Arcing	3	Dog Bite
3	Escort (10-14)	5	Domestic
11	Extra Patrol	1	Drug Related (Title 63)
2	Fire - Grass	1	Drunk Driver (Signal 88)
2	Fire - Other	1	Electrical Lines Down/Arcing
4	Fire - Structure	3	Escort (10-14)
21	Follow Up	11	Extra Patrol
1	Found Property	1	Fire - Grass
2	Harassment	2	Fire - Other
45	Information	1	Fire - Structure
2	Livestock in Roadway	22	Follow Up
6	Medical - Lifting Assistance	2	Found Property
2	Medical - NON EMERGENCY	1	Harassment
48	Medical Emergency	41	Information
1	Medical Transfer - Non Emergency	2	Livestock in Roadway
2	Mental Person(s)	2	Medical emergency transfer
60	Mileage Log (Beginning)	5	Medical Emergency
49	Mileage Log (Ending)	1	Medical non-emergency transfer
1	Missing Person	1	Medical- Lifting Assistance
14	Motorist Assist (10-26)	1	Mental Person(s)
1	Noise Disturbance	60	Mileage Log (Beginning)
1	Non-Committed Walk-Away	49	Mileage Log (Ending)
67	Off Shift (10-7)	1	Missing Person
2	Officer Flagged Down	13	Motorist Assist
74	On Shift (10-8)	1	Non-Committed Walk-Away
9	Other	67	Off Shift (10-7)
4	Pedestrian Check	75	On Shift (10-8)
43	Phone call / Call Back Request	7	Other
1	Prowler	4	Pedestrian Check
1	Pursuit	40	Phone call / Call Back Request

19	Reckless Driver	14	Reckless Driver
1	School Walk Through	1	School Walk Through
18	School Zone	18	School Zone
1	Shots Fired	1	Stolen Property
1	Stolen Property	5	Stolen Vehicle
3	Stolen Vehicle	1	Suicidal Subject
2	Suicidal Subject	2	Suspicious Circumstance (Open Door)
2	Suspicious Circumstance (Open Door)	6	Suspicious Person(s)
7	Suspicious Person(s)	5	Suspicious Vehicle(s)
5	Suspicious Vehicle(s)	11	Theft Report
10	Theft Report	144	Traffic Stop (10-59/60)
144	Traffic Stop (10-59/60)	2	Transport - 10-15
2	Transport - In Custody (10-15)	1	Trash Dumping
1	Trash Dumping	5	Trespassing
6	Trespassing	9	Unlock Vehicle or other
10	Unlock Vehicle or other	4	Unwanted Person
5	Unwanted Person	3	Vandalism
5	Vandalism	3	Vehicle Check
3	Vehicle Check	4	Walk in Report
8	Walk in Report	2	Warrant Service
3	Warrant Service	1	Water/Sewer Leak
2	Water/Sewer Leak	12	Welfare Check
13	Welfare Check	896	GRAND TOTAL
896	GRAND TOTAL		



Vinita Fire Department
203 W. Canadian Ave
918-256-2674
www.vinitafire.com
chief@vinitafire.com

Mayor and Council,

Day to day operations continue to run smoothly. Our station remodel is slowly starting to come along. I will post some progress pictures. We are adding a new bunk room and two new bathrooms. This will now give every guy on duty his own private bedroom. The new bathrooms will provide more privacy, as they will now be more tucked away in the back instead of right next to the public office area and day room.



Incidents

For the month of 2/15 we responded to 51 emergency incidents. This number is slightly down compared to our normal average.

Personnel

My employee that underwent knee surgery is doing good and is in physical therapy. He is estimated to be put back on light duty in two weeks. As for when he will get a full release is still unknown at this point. I currently have another employee that is on light duty for a shoulder injury. He is also undergoing physical therapy. He goes back to the doctor on the 28th of this month. I will keep you all posted as I learn more on their status.

Apparatus

All our apparatuses are good and operational at the moment!

Grants

We received \$10,000 last week from an Operation Round-up grant from REC. These funds will be used to purchase a set of battery powered spreaders aka "Jaws of Life". Obviously used for vehicle extrication. We currently have two sets, but they are both hydraulically operated and must be ran from an auxiliary unit. The new battery-operated set will be faster to deploy and more efficient.

We also received \$10,000 from Cherokee Nation. These funds will help cover the cost of our station remodel. This help purchase the new HVAC unit.

Vinita Public Library
 Department Report to City Council
 February 20, 2024

The library received approval for the Technology Grant from the Oklahoma Department of Libraries in the amount of \$3,845. The grant will help to replace old desktop computers and purchase 2 new cordless scanners with Bluetooth capability.

We hosted our first book club meeting at the new location and we had a great turnout with 8 participants to discuss “The Radium Girls”. The next book club meeting will be March 14 at 5:30pm at the library 116 S Scarper location.



The library hosted a Reading Journal craft program on Feb 12 and had a great turnout. Due to the high interest, we may make this a regular program each month.

For the children’s program we had a Valentine’s Take and Make craft with a mini-scrapbook for their Valentine cards, stickers and sweet treats. Storytime and craft for ages 0-5 is scheduled for Feb. 21 at 11:15 am.

ACTIVITY	Dec	Jan
New memberships	16	23
Materials circulation (books and audiovisuals)	1,477	1,672
Materials (physical) added to local collection	33	17
Public computer sessions (average 58 min/session)	207	151
Library visits	2,106	2,317
Circulation from OK Virtual Library Consortium	829	1,042

I would like to note that checkouts from our Virtual Library reached a record high last month with over one-thousand checkouts!

Respectfully submitted,
 Vanessa Hicks, Library Director

Economic and Community Development Coordinator Update

February 20, 2024

Misty Deffenbaugh, City of Vinita Economic and Community Development Coordinator

Industry/Retail:

- The Department of Commerce rolled out details about their new SITES program. Through this program, similar to the TOPS program we were selected for a few years ago, Vinita will receive free consulting services by a national site selection firm to determine areas of future industrial site growth and a plan to reach marketability. Brian and I attended the first meeting and will know more about timeline and details in a few weeks.
- I am working with Vinita's Middle and High School principals to increase awareness of local workforce needs and opportunities. This could include the addition of aviation related electives and school staff tours of employers in the industrial park.
- Representatives from Department of Commerce have scheduled Business Retention and Expansion training for the VIDA board on February 28.

Community:

- We are evaluating the 3 proposals received for a Comprehensive Plan to determine best fit and budget. The proposals are from professional planning firms made up of certified community planners, architects and engineers. The purpose is to create a plan for growth including a future land use plan and map that identifies potential locations for recreational, residential, commercial, industrial, community, and education areas. This will include projection of use based on population projections, infrastructure improvements required, and cost estimates of that needed infrastructure. Other objectives and action plans will be based on research and community input.
- We are continuing to move forward with next steps to expand Vinita Main Street program as part of OK Main Street.
- I attended a quarterly meeting of the Grand Lake area Chamber/Econ Development officials to stay updated on regional tourism and business development activities.
- Welch State Bank will host an open house at their new Vinita location on February 23 with a Chamber ribbon cutting at noon.
- Other upcoming community events this month include Grand Nation's Beyond the Backyard Urban Homestead Conference on Feb. 24 and the Vinita FFA Labor Auction on Feb 25.

Grants:

- I will be submitting grant applications in the coming weeks to the OK Arts Council for Route 66 related projects.
- We are applying, with approval, for a USDA grant to potentially fund the Comprehensive Plan. It is a highly competitive grant, but we will put forth the best application possible.

Tourism:

- I will be attending the quarterly meeting of Jefferson Highway Association next week.



Code Enforcement Report: *February 2, 2024, to February 14, 2024*

Introduction: During the period from February 2, 2024, to February 14, 2024, I have been actively engaged in various activities aimed at ensuring compliance with local regulations and ordinances. This report outlines the key tasks undertaken and incidents addressed during this timeframe.

Activities Conducted:

1. **Dispensary Compliance Meeting:** A meeting was held with a dispensary owner to discuss the requirements necessary for obtaining compliance and occupancy within the designated guidelines.
2. **Vehicle Compliant Investigation:** An investigation was conducted in response to a complaint regarding an inoperable vehicle parked in front of a residence. Subsequently, the issue was addressed, and the vehicle had been removed.
3. **Objectionable Deposit Complaint:** Following a complaint regarding an objectionable deposit at a residence, an investigation was carried out. It was determined that no objectionable deposit was present at the time of inspection.
4. **Front Yard Deposit Complaint:** Another complaint concerning objectionable deposits at a residence was investigated. Upon inspection, objectionable deposits were found in the front yard. The owner has been issued a courtesy notice to rectify the issue.
5. **Dispensary Inspection:** A new dispensary was inspected for compliance and occupancy certification. The dispensary successfully passed inspection and is now proceeding with state approval.
6. **Solar Panel Review:** Plans for the installation of solar panels at a business premises were reviewed.
7. **Residence Demolition Plan Review:** I reviewed plans for the demolition of a residence and the subsequent construction of a new building in its place.
8. **Electrical Installation Meeting:** A meeting was held with an electrician responsible for the new electrical installation at a residential property.
9. **Mechanical Contractor Meeting:** A meeting took place with a mechanical contractor to discuss inspections and permitting requirements.
10. **Plumbing Permit Acquisition:** I met with a plumber to obtain a permit for the relocation of restrooms in an old stage building.
11. **Business Waste Line Inspection:** Inspection of the relocation waste line at a business establishment was conducted to ensure compliance with regulations.
12. **Temporary Electrical Pole Inspection:** An inspection of a temporary electrical pole for new residential construction purposes was carried out.



Follow-ups and Violations: Throughout the reporting period, I diligently followed up on earlier violations while also identifying new instances of non-compliance. A list of open violations and corresponding graphs have been attached to this report for reference.

Conclusion: I remain committed to upholding local regulations and ordinances to ensure the safety, well-being, and aesthetic integrity of our community. The activities and investigations carried out during this period demonstrate our dedication to maintaining a compliant and orderly environment.

Report Prepared By:

Henry J. Goforth

Municipal Code Enforcement Officer

February 14, 2024



Code Enforcement

Unresolved Case

Case Number	Address		Code Violation	Date/Time of Contact
<u>2023-0105</u>	<u>204</u>	<u>S. Third</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>04/10/2023 09:55</u>
<u>2023-0106</u>	<u>211</u>	<u>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>2023-0122</u>		<u>S. First</u>	<u>4-3-6 § 23: Objectionable Deposits, 4-4-3A: Weeds & Grass</u>	<u>05/18/2023 10:28</u>
<u>2023-0273</u>	<u>315</u>	<u>N. Gunter</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>11/07/2023 10:00</u>
<u>2023-0275</u>	<u>1113</u>	<u>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</u>	<u>N. Smith</u>	<u>4-4-3A: Weeds & Grass</u>	<u>08/30/2023 10:28</u>
<u>2023-0220</u>	<u>335</u>	<u>S. Fourth</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>09/05/2023 10:55</u>
<u>2024-0001</u>	<u>305</u>	<u>N. Bell</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/02/2024 10:24</u>
<u>2023-0286</u>	<u>416</u>	<u>N. Smith</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/04/2023 10:02</u>
<u>2023-0287</u>	<u>437</u>	<u>N. Smith</u>	<u>9-2-3: Plumbing Permit</u>	<u>12/04/2023 10:47</u>
<u>2024-0003</u>	<u>309</u>	<u>N. Brown</u>	<u>4-3-6 § 15A: Dangerous Buildings</u>	<u>01/02/2024 09:56</u>
<u>2023-0272</u>	<u>317</u>	<u>N. Gunter</u>	<u>10-4-7B: Storage & Parking of Trailer, Commercial Vehicles</u>	<u>11/07/2023 10:00</u>
<u>2023-0278</u>	<u>337</u>	<u>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</u>	<u>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</u>	<u>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</u>	<u>W. Halsell</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/08/2024 10:18</u>
<u>2024-0014</u>	<u>403</u>	<u>N. Brown</u>	<u>4-3-6 § 15A: Dangerous Buildings</u>	<u>01/08/2024 10:34</u>
<u>2024-0015</u>	<u>310</u>	<u>N. Brown</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/08/2024 10:36</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>

Case Number	Address		Code Violation	Date/Time of Contact
<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>2023-0290</u>	<u>313</u>	<u>N. Brewer</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/05/2023 10:37</u>
<u>2023-0291</u>	<u>301</u>	<u>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>2023-0295</u>	<u>133</u>	<u>S. Second</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>12/11/2023 10:30</u>
<u>2023-0298</u>	<u>232</u>	<u>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</u>	<u>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</u>	<u>S. Thompson</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/02/2024 10:06</u>
<u>2023-0279</u>	<u>103</u>	<u>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</u>	<u>N. Bell</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>11/15/2023 10:05</u>
<u>2023-0082</u>	<u>410</u>	<u>S. Scraper</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>11/15/2023 10:29</u>
<u>2023-0305</u>	<u>325</u>	<u>S. Fourth</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/18/2023 09:51</u>
<u>2023-0306</u>	<u>327</u>	<u>S. Fourth</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/18/2023 09:51</u>
<u>2023-0307</u>	<u>504</u>	<u>E. Excelsior</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>12/18/2023 09:54</u>
<u>2023-0005</u>	<u>412</u>	<u>S. Thompson</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/02/2024 10:00</u>
<u>2024-0008</u>	<u>216</u>	<u>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</u>	<u>W Sequoyah</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/03/2024 10:37</u>
<u>2024-0010</u>	<u>335</u>	<u>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>2024-0017</u>	<u>717</u>	<u>W. South</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/10/2024 09:57</u>
<u>2024-0018</u>	<u>117</u>	<u>S. Foreman</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/10/2024 10:08</u>
<u>2024-0020</u>	<u>109</u>	<u>S. Brown</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/10/2024 10:19</u>
<u>2024-0021</u>	<u>202</u>	<u>E. Illinois</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-4-3A: Weeds & Grass</u>	<u>01/11/2024 10:57</u>

Case Number	Address	Code Violation	Date/Time of Contact
2023-0141	309 E. Illinois	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings	06/14/2023 10:17
2023-0147	238 N. Second	4-3-6 § 23: Objectionable Deposits, 4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 23: Objectionable Deposits, 4-4-3A: Weeds & Grass	06/14/2023 10:08
2023-0155	212 N. Foreman	4-3-6 § 23: Objectionable Deposits, 4-4-3A: Weeds & Grass	06/22/2023 10:37
2024-0032	248 N. Thompson	4-3-6 § 3: Obscene Books, Objects	02/12/2024 10:05
2024-0033	347 N. Brown	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings	02/13/2024 09:34
2024-0034	348 N. Brown	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings	02/13/2024 09:35
2024-0035	808 N. Brown	4-3-6 § 23: Objectionable Deposits	02/13/2024 09:45
2024-0036	417 N. Bailey Ln	4-3-6 § 19: Vehicle Storage, 3-6-7: Junk Motor Vehicles	02/14/2024 09:47
2024-0037	303 W. Flint	4-3-6 § 3: Obscene Books, Objects	02/14/2024 10:25
2024-0038			
2023-0267	423 N. Vann	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings	11/01/2023 09:51
2023-0270	609 1/2 N. Scraper	4-3-6 § 23: Objectionable Deposits	11/01/2023 11:15
2023-0271	202 N. Brown	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings	11/06/2023 10:57
2023-0209	434 N. Miller	4-3-6 § 23: Objectionable Deposits, 4-4-3A: Weeds & Grass	08/09/2023 10:04
2023-0233	309 S. Thompson	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings	09/21/2023 10:35
2023-0235	438 S. Smith	4-4-3A: Weeds & Grass	09/25/2023 09:46
2023-0247	222 S. Second	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings, 4-4-3A: Weeds & Grass	10/03/2023 09:37
2023-0008	345 N. Foreman	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings	01/05/2023 11:09
2023-0025	532 N. Second	4-3-6 § 15A: Dangerous Buildings	01/26/2023 11:15
2023-0045	607 N. Third	4-3-6 § 23: Objectionable Deposits	02/14/2023 10:34
2023-0059	215 N. Foreman	4-3-6 § 23: Objectionable Deposits	03/07/2023 10:45

Case Number	Address		Code Violation	Date/Time of Contact
<u>2023-0091</u>	<u>222</u>	<u>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</u>	<u>N. Second</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/24/2024 09:39</u>
<u>2024-0025</u>	<u>207</u>	<u>N. Second</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/24/2024 09:48</u>
<u>2024-0026</u>	<u>349</u>	<u>N. First</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>01/24/2024 10:10</u>
<u>2024-0027</u>	<u>132</u>	<u>S. Wilson</u>	<u>4-3-6 § 23: Objectionable Deposits, 4-3-6 § 15A: Dangerous Buildings</u>	<u>01/24/2024 10:23</u>
<u>2024-0028</u>	<u>701</u>	<u>S. Scraper</u>	<u>9-1-3A: Building Permit</u>	<u>01/30/2024 10:10</u>
<u>2024-0029</u>	<u>245</u>	<u>N. Vann</u>	<u>4-3-6 § 23: Objectionable Deposits</u>	<u>02/05/2024 10:35</u>
<u>2024-0030</u>			<u>4-3-6 § 23: Objectionable Deposits, 4-3-6 § 19: Vehicle Storage, 3-6-7: Ju nk Motor Vehicles</u>	<u>02/08/2024 10:30</u>
<u>2024-0022</u>	<u>146</u>	<u>S. First</u>	<u>4-3-6 § 15A: Dangerous Buildings</u>	<u>01/17/2024 10:39</u>
<u>2024-0023</u>	<u>304</u>	<u>S. Fourth</u>	<u>4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings</u>	<u>01/17/2024 11:00</u>