



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

Tuesday, October 17, 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 and appropriate action relating to a request for VUA approval of the Consent Agenda:
 - A. Minutes from the October 3, 2023 VUA Meeting.
5. Discussion, consideration and possible action relating to items removed from Consent Agenda.
6. Discussion, consideration and possible action to issue a Blanket P.O. in the amount of \$150,000.00 per Fiscal Quarter for the purchase of WTP Chemicals.
7. VUA Superintendent Report.
8. New Business.
9. Adjourn.



Brian Prince, Secretary

Posted October 13, 2023, at 3:30 PM.

The regularly scheduled **Vinita Utilities Authority (VUA) Meeting** was held on Tuesday, October 3, 2023, 5:30 p.m., in the City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma. Public notice of the meeting was given by posting the agenda at City Hall on September 29, 2023 at 2:45 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 Boy Scouts James and Alex Franks Troop 1875
2. Roll Call. Members attending: Kevin Wofford, Roger Tyler, John Swift, Stephanie Hoskin, Dale Haire, Danny Lankford, Terry Young. Absent: Skip Briley.
3. Recognition of Visitors and Public Comments.

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

A. Minutes from the September 19, 2023 VUA Meeting.
B. VUA September 2023 Bills Payable.

Motion by Haire, seconded by Young, to approve Consent Agenda. Motion: Passed.
5. Discussion, consideration and possible action to purchase using designated Solid Waste Reserve Funds:

A. QTY 30, 300 Gal refuse cans from Snyder Refuse in the amount of \$18,000.00.

Motion by Tyler, seconded by Wofford, to approve to purchase 30, 300 Gal refuse cans from Snyder Refuse in the amount of \$18,000.00. Motion: Passed.

B. QTY 180 96 Gal refuse cans from Rehig Co in the amount of \$13,000.00.

Motion by Tyler, seconded by Swift, to approve 180 96 Gal refuse cans from Rehig Co in the amount of \$13,000.00. Motion: Passed.
6. Discussion, consideration, and possible action on Quote 230175 from TIGHE Industrial Solutions for repair at WWTP in the amount of \$7,970.20 using designated Waste Water Reserve Account.

Motion by Lankford, seconded by Haire, to approve Quote 230175 from TIGHE Industrial Solutions for repair at WWTP in the amount of \$7,970.20 using designated Waste Water Reserve Account. Motion: Passed.
7. VUA Superintendent Report.

Justin Smith reported that interviews were held for VUA Utility Foreman and Kevin Cates was selected.



Regularly Scheduled **Vinita City Council Meeting**

Tuesday, October 17, 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.
 3. Veteran Recognition.
 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 October 3, 2023, City Council meeting.
 - C. Use of the Bill Morgan Sports Complex parking lot for the Vinita High School bonfire on the evening of October 19, 2023.
 5. Discussion, consideration and possible action relating to items removed from Consent Agenda.
 6. Discussion, consideration, and possible action regarding abatement on Jack Smith Properties.
 7. Discussion, consideration and possible action on the adoption of Ordinance 3824; Annexation as approved in the Special Public Hearing City Council Meeting on September 26, 2023.
 - A. AN ORDINANCE ANNEXING TO THE CORPORATE LIMITS OF THE CITY OF VINITA, OKLAHOMA CERTAIN TERRITORY AND EXTENDING THE CITY LIMITS OF SAID CITY TO INCLUDE SAID TERRITORY.
 - B. DECLARING AN EMERGENCY
 8. Discussion, consideration, and possible action on naming newly developed roadway to Industrial Park Phase II 170 Acres.
 9. Discussion, consideration, and possible action to expend \$10,000.00 to PAAS, INC for service support using designated Cresap Family Foundation funds for Animal Shelter (PAAS) Support.
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CONT AGENDA

10. Department Reports:

- A. City Administrator Allen Goforth
- B. Cemetery/Parks/Street Department James Tracy
- C. Library Director 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

11. New Business.

12. Adjourn.



Brian Prince, City Clerk

Posted October 13, 2023 at 3:30 PM

The regularly scheduled **Vinita City Council Meeting** was held on Tuesday, October 3, 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 September 29, 2023 at 2:45 p.m.

Legal Counsel: Ryan Olsen

Mayor Josh Lee called the meeting to order at 5:39 p.m.

MEETING MINUTES

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

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

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 September 19, 2023, City Council meeting.

C. Minutes from the September 26, 2023, Special Public Hearing City Council meeting.

City Clerk requested to Mayor Lee to remove Item 3C for correction.

Motion by Hoskin, seconded by Swift, to approve Item A and B from Consent Agenda. Motion: Passed.

City Clerk corrected Item C

Motion by Hoskin, seconded by Wofford, to approve Item C from Consent Agenda. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

4. Discussion, consideration and possible action on Finance Ordinance 3823; Bills Payable.

Motion by Wofford, seconded by Tyler, to approve Finance Ordinance 3823; Bills Payable. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

5. Discussion, consideration and possible action on Finance Ordinance 3823 Emergency Clause.

Motion by Young, seconded by Swift, to approve Finance Ordinance 3823 Emergency Clause. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

6. Discussion, consideration and possible action to terminate GGEDA Administration Contract dated March 21, 2023.

Request to remove current approved contract due to pre date signature before grant was awarded.

Motion by Wofford, seconded by Tyler, to approve to terminate GGEDA Administration Contract dated March 21, 2023. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

7. Discussion, consideration, and possible action to accept GGEDA Administration Contract in the amount of \$22,900.00 in regard to Project #19016 CDBG 22 and authorize the Mayor and City Clerk to sign such contract.

Motion by Young, seconded by Tyler, to approve to accept GGEDA Administration Contract in the amount of \$22,900.00 in regard to Project #19016 CDBG 22 and authorize the Mayor and City Clerk to sign such contract. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

8. Discussion, consideration and possible action on the adoption of Ordinance 3824; Annexation as approved in the Special Public Hearing City Council Meeting on September 26, 2023.

A. AN ORDINANCE ANNEXING TO THE CORPORATE LIMITS OF THE CITY OF VINITA, OKLAHOMA CERTAIN TERRITORY AND EXTENDING THE CITY LIMITS OF SAID CITY TO INCLUDE SAID TERRITORY.

No action

B. DECLARING AN EMERGENCY

No Action

9. Discussion, consideration and possible action to accept \$100,000.00 grant from the Cresap Family Foundation to be used exclusively for Animal Shelter (PAAS) Support.

Mayor Lee wanted to thank the Cresap Family, Stanley Family and all of those who have previously worked on this PAAS Project.

This grant from the Cresap Family Foundation is in support for the PAAS building recently donated to the City of Vinita. Funds are for AC repair and support.

Motion by Hoskin, seconded by Haire, to approve to accept \$100,000.00 grant from the Cresap Family Foundation to be used exclusively for Animal Shelter (PAAS) Support. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

10. Discussion, consideration, and possible action on Quote from Vickrey Heat and Air Inc. to repair Vinita Animal Shelter AC not to exceed \$10,000.00 using designated Animal Shelter (PAAS) Support Fund.

This repair will move AC controls from rooftop to inside building controls.

Motion by Lankford, seconded by Swift, to approve to accept Quote from Vickrey Heat and Air Inc. to repair Vinita Animal Shelter AC not to exceed \$10,000.00 using designated Animal

Shelter (PAAS) Support Fund. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

11. Discussion, consideration, and possible action on purchase of Aviation Fuel for the Vinita Municipal Airport not to exceed \$16,000.00.

Motion by Tyler, seconded by Wofford, to approve purchase of Aviation Fuel for the Vinita Municipal Airport not to exceed \$16,000.00. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

12. Discussion, consideration and possible action on invoice INUS182859 from Axon Enterprise Inc to purchase five police tasers and cartridge loads in the amount of \$14,981.30 using designated Police Grant Fund.

This is funds designated from a Cherokee Nation Grant.

Motion by Hoskin, seconded by Young, to approve invoice INUS182859 from Axon Enterprise Inc to purchase five police tasers and cartridge loads in the amount of \$14,981.30 using designated Police Grant Fund. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Young. Nay votes: None. Motion carried.

13. Department Reports:

City Administrator Allen Goforth gave an update on the airport and recent inspection. Also FAA Grant for taxiway should begin in December.

Library Director Vanessa Hicks invited everyone for the 100th Anniversary which will be held this Saturday at 11:00 AM

Police Chief Mark Johnson gave an update on police training and CPR Classes held for the officers.

Fire Chief Kevin Huxtable reported the current class of Advanced EMT Class being held and attended by several firefighters.

City Clerk Brian Prince reported he was happy to be working again with Misty Deffenbaugh the City of Vinita Economic Development Coordinator. Prince also attended the OML Conference held in OKC and attended several classes with other state City Officials.

14. New Business.

None.

15. Adjourned at 6:07 p.m.

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

Josh D. Lee, Mayor

ATTEST:

Brian Prince, City Clerk

ORDINANCE NO. 3824

AN ORDINANCE ANNEXING TO THE CORPORATE LIMITS OF THE CITY OF VINITA, OKLAHOMA CERTAIN TERRITORY AND EXTENDING THE CITY LIMITS OF SAID CITY TO INCLUDE SAID TERRITORY; AND DECLARING AN EMERGENCY

WHEREAS, on September 26, 2023, the City Council of the City of Vinita, Oklahoma, following a public hearing regarding the proposed annexation of certain territory more particularly described on Exhibit "A" attached hereto to the corporate limits of the City of Vinita, Oklahoma, directed the drafting of this ordinance extending the corporate limits of the City of Vinita, Oklahoma to encompass and include said territory more fully described on Exhibit "A" attached hereto and made a part hereof by reference, thereby incorporating the same into said City;

WHEREAS, the City Council of the City of Vinita, Oklahoma, has jurisdiction pursuant to Okla. Stat. tit. 11, § 1-103 (A), as the owners of sixty-five percent (65%) of the land and twenty-five percent (25%) of the population within the described real property has previously expressed in writing their consent to the formal annexation of said property and the extension of the corporate limits of the City of Vinita, Oklahoma, to incorporate the same through a written Consent to Annexation;

WHEREAS, the said territory more fully described on Exhibit "A" encompasses four-thousand three-hundred seventy-six (4,376) acres more or less; and

WHEREAS, the Mayor and City Council of the City of Vinita, Oklahoma have found that the annexation of said territory serves valuable municipal purposes, is desirable and in the best interest of the City of Vinita, Oklahoma; and that said property should, therefore, be formally annexed to the City of Vinita, Oklahoma;

NOW THEREFORE, be it hereby ordained by the Mayor and the City Council of the City of Vinita, as follows:

SECTION I

That the corporate limits of the City of Vinita, Oklahoma be, and the same are hereby extended to incorporate the lands and premises more particularly described on Exhibit "A" attached hereto, the content of which is herein incorporated by reference, thereby formally annexing said lands and premises to the City of Vinita, Oklahoma.

SECTION II: Emergency

Declaration of Emergency. That for the preservation of the public health, peace and safety of the citizens of the City of Vinita, an emergency is hereby declared to exist by reason of

which this Ordinance shall take effect and remain in full force and effect from and after its passage by the Council and its immediate publication thereafter, according to law.

PASSED AND APPROVED by the Mayor and City Council of the City of Vinita, Oklahoma in regular session on this ____ day of _____, 2023 with emergency clause approved separately.

By: _____
Josh D. Lee, Mayor of the City of Vinita,
Oklahoma

ATTEST:

Brian Prince, City Clerk

Approved as to the form and legality this ____ day of _____, 2023.

By: _____
Leonard M. Logan, IV, City Attorney for the
City of Vinita, Oklahoma

EXHIBIT "A" TO ORDINANCE NO. 3824
LEGAL DESCRIPTION FOR CITY OF VINITA ANNEXATION:

The East 500 feet of Section 19, LYING West of U.S. Highway 60 right-of-way; and the South 500 feet of Section 19, lying North of U.S. Highway 60 right-of-way; and the North 500 feet of Section 30, lying South of U.S. Highway 60 right-of-way; ALL in Township 25 North, Range 22 East of Indian Meridian, Delaware County, Oklahoma;

AND

The South 500 feet of Sections 23 and 24, lying North of U.S. Highway 60 Right-of-Way; in Township 25 North, Range 21 East of Indian Meridian; AND

ALL of Sections 15, 16, 20 and 22; in Township 25 North, Range 21 East of Indian Meridian; AND

The South Half (S½) of Section 21, Township 25 North, Range 21 East of Indian Meridian; AND

All of Section 17, Township 25 North, Range 21 East, lying South and East of the St. Louis and San Francisco Railroad right-of-way, LESS AND EXCEPT Beginning at the SW corner of said Section; thence North 02°00'21" West along the West line thereof a distance of 2376.36 feet to the South line of the St. Louis and San Francisco right of way line; thence North 54°59'39" East along said right of way line a distance of 1962.37 feet; thence South 02°00'21" East a distance of 3449.53 feet to the South line of said Section 17; thence South 88°15'04" West along said South line a distance of 1645.80 feet which is the point of beginning; AND

The South 301 feet of Section 19, Township 25 North, Range 21 East, lying North of U.S. Highway 60 right-of-way; AND

The South 301 feet of Section 24, Township 25 North, Range 20 East, lying North of U.S. Highway 60 right-of-way; AND

Extending the current Vinita city limits 301 feet along the South side of U.S. Highway 60 right-of-way in Sections 23 and 26, Township 25 North, Range 20 East; AND

The North 301 feet of Section 25, Township 25 North, Range 20, lying South of U.S. Highway 60 right-of-way; AND

The North 301 feet of Section 30, Township 25 North, Range 21 East, lying South of U.S. Highway 60 right-of-way; AND

The North 500 feet of the Northwest Quarter (NW¼), and the North 500 feet of the Northwest Quarter of the Northeast Quarter (NW¼ NE¼), lying South of U.S. Highway 60 right-of-way; and the Northwest Quarter of the Northeast Quarter of the Northeast Quarter (NW¼ NE¼ NE¼); and the North 500 feet of the Northeast Quarter of the Northeast Quarter of the Northeast Quarter (NE¼ NE¼ NE¼), lying South of U.S. Highway 60 right-of-way; ALL in Section 29, Township 25 North, Range 21 East; AND

The North 500 feet of the West Half of the Northwest Quarter (W½ NW¼), lying South of U.S. Highway 60 right-of-way; and the East Half of the Northwest Quarter (E½ NW¼); and the East 500 feet of the East Half of the Southwest Quarter (E½ SW¼), lying West of U.S. Highway 82 right-of-way; and the West 500 feet of the South Half of the Southeast Quarter (S½ SE¼), lying East of U.S. Highway 82 right-of-way; and the West 500 feet of the South Half of the Southwest Quarter of the Southwest Quarter of the Northeast Quarter (S½ SW¼ SW¼ NE¼), lying East of

U.S. Highway 82 right-of-way; and the North Half of the Southwest Quarter of the Southwest Quarter of the Northeast Quarter (N½ SW¼ SW¼ NE¼); and the North 500 feet of the Northeast Quarter, lying South of U.S. Highway 60 right-of-way; ALL in Section 28, Township 25 North, Range 21 East; AND

Part of the Northeast Quarter (NE¼) of Section 28, Township 25 North, Range 21 East of the Indian Meridian, Craig County, Oklahoma, being more particularly described as follows: Beginning at the NW corner of said NE¼ run South 00° 02'58" East 552.00 feet along the West line of said NE¼; thence South 84°30'46" East 923.76 feet leaving said West line; thence North 01°06'15" East 639.88 feet to the North line of said NE¼; thence North 89°57'55" West 932.33 feet along said North line to the point of beginning, LESS the North 500 feet thereof;

AND

Part of the Northeast Quarter of Section 28, Township 25 North, Range 21 East of the Indian Meridian, Craig County, Oklahoma, being more particularly described as follows: From the NW corner of said NE¼ run South 00°02'58" East 552.00 feet along the West line of said NE¼ to the point of beginning; thence South 00°02'58" East 552.00 feet along said West line; thence South 76°00'59" East 88.54 feet along an existing fence leaving said West line; thence South 79°17'41" East 843.24 feet along said fence; thence North 01°06'15" East 639.88 feet along an existing fence; thence North 84°30'46" West 923.76 feet leaving said fence to the point of beginning;

AND

Part of the Northeast Quarter (NE¼) of Section 28, Township 25 North, Range 21 East of the Indian Meridian, Craig County, Oklahoma, being more particularly described as follows: From the NW corner of said NE¼ run South 00°02'58" East 1104.0 feet along the West line of said NE¼ to the point of beginning; thence South 00°02'58" East 894.49 feet along said West line; thence North 89°33'54" East 711.12 feet along an existing fence leaving said West line; thence North 76°12'23" East 187.37 feet along said fence line; thence North 01°06'15" East 668.42 feet along an existing fence; thence North 79°17'41" West 843.24 feet along an existing fence; thence North 76°00'59" West 80.54 feet to the point of beginning;

AND

The North 500 feet of Sections 25, 26 and 27, lying South of U.S. Highway 60 right-of-way; ALL in Township 25 North, Range 21 East of Indian Meridian; ALL in Craig County, Oklahoma.

Containing approximately 4,375.35 acres/6.84 square miles

Council Meeting

Date: October 17, 2023

Employees:

- Officers Daane, Garrett, and Kim competed and graduated from the Council on Law Enforcement Education and Training's Basic Academy on October 4th.

Vehicles:

- One vehicle, Unit #11, received damage during a hydroplane incident. It has been temporarily taken out of service pending OMAG review and repair.

Training:

- First Aid/CPR/AED classes instructed by the Vinita Fire Department were completed by officers on September 27th and October 9th.
- AR-15 Operator training was completed on October 5th and 6th by officers. This training was provided by Lt. Rick Mendez with the Oklahoma Highway Patrol.
- Three officers attended the Oklahoma State Bureau of Investigation's Major Crimes Conference from October 10th to October 12th.
- Mental Health Training will be provided to the Officers by Grand Nation on October 23rd.

Community:

- Arrangements were made with the Craig County Cruisers for the annual car show and cruise.
- Lt. Garrett instructed eight hours of Alert, Lockdown, Inform, Counter, Evacuate (ALICE) Training for Home of Hope Industries, Inc.
- Domestic Violence Awareness ribbons were provided by Community Crisis Center and placed on patrol units.

Grant:

- The previously mentioned JAG Grant to purchase 2 more laptops was completed on October 3rd. The grant is in the amount of \$10,000.00 if awarded.
- Craig County 911 Trust Authority reviewed and approved to move forward on the grant in the amount of \$14,000.00 filed through the Oklahoma Department of Emergency Management.

Economic and Community Development Coordinator Update

October 13, 2023

Misty Deffenbaugh, City of Vinita Economic and Community Development Coordinator

Industry/Retail:

- The concrete apron and asphalt road into the Phase II Industrial Park is complete thanks to REAP funds. The road will be expanded onto the property with grant funding from the Oklahoma Department of Commerce's Progressing Rural Economic Prosperity program. A ribbon cutting for the new road will be held Monday, October 23 at 4 pm.
- I am updating Phase II information on the Dept of Commerce website as well as providing information to local realtors on how to list commercial property available in Vinita.
- I met with Shannon Duhon from Miami Area Economic Development Services regarding their revolving loan fund available to businesses in Craig County.
- Brian and I will be attending the annual economic development summit hosted by Northeastern Oklahoma Regional Alliance on Oct 24 at NSU.
- Working with NTC and the Vinita Area Chamber in developing and promoting a "Shop Small" campaign for the holidays.



Community:

- I attended the monthly TSET/Grand Nation meeting where the topic was strategic planning for services to accommodate future growth.
- I spoke to the PEO group regarding upgrades and planned projects included in the Invest in Vinita plan as well as industrial park updates.
- Allen and I attended the monthly CEDS meeting at Grand Gateway where discussion included possible funding and other assistance updating our comprehensive plan.

Grants:

- We concluded the Cherokee Nation Community Partners grant for playground equipment in South Park with a photo with Cherokee Nation Tribal Councilor Victoria Vazquez, city officials and council members.

Tourism:

- I finalized Vinita's ad and text in the 2024 Green Country Guide, paid from hotel/motel tax funds.
- I am working with the Vinita Chamber on accuracy of their new website and shared event calendar.