



Regularly Scheduled **Vinita Utilities Authority (VUA) Meeting**  
Tuesday, October 3, 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 September 19, 2023 VUA Meeting.
  - B. VUA September 2023 Bills Payable.
5. Discussion, consideration and possible action to purchase using designated Solid Waste Reserve Funds:
  - A. QTY 30, 300 Gal refuge cans from Snyder Refuse in the amount of \$18,000.00.
  - B. QTY 180 96 Gal refuge cans from Rehig Co in the amount of \$13,000.00.
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.
7. VUA Superintendent Report.
8. New Business.
9. Adjourn.

Brian Prince, City Clerk

Posted September 29, 2023, at 2:45 pm.

---

The regularly scheduled **Vinita Utilities Authority (VUA) Meeting** was held on Tuesday, September 19, 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 14, 2023 at 3:40p.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, Dale Haire, Danny Lankford, Skip Briley, Terry Young. Absent: None.

3. Recognition of Visitors and Public Comments.

No cards or emails were submitted.

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

A. Minutes from the September 5, 2023 VUA Meeting.

B. Hire David Herman VUA Utility Full-Time effective September 20, 2023.

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 approve bid on side loader Solid Waste New Truck.

Allen Goforth is recommending 2023 Freightliner new side loader trash truck by Premiere in the amount of \$303,892.00 with a 5 year loan best rate from RCB Bank Vinita.

Motion by Tyler, seconded by Wofford, to approve 2023 Freightliner new side loader trash truck by Premiere in the amount of \$303,892.00 with a 5 year loan best rate from RCB Bank Vinita to be paid out of VUA Solid Waste Reserve Account. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

7. Discussion, consideration and possible action to purchase Raw Waste Water Pump from Southwest Fluid Systems, LLC in the amount of \$21,461.00 out of WWTP/WTP Reserve Account.

This pump is used for pumping heavy waters into the ponds and back to process.

Motion by Briley, seconded by Haire, to approve to purchase Raw Waste Water Pump from Southwest Fluid Systems, LLC in the amount of \$21,461.00 out of WWTP/WTP Reserve Account. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.



**SEPTEMBER 2023**

VUA Bills Payable

Report 14

Vinita Utilities Authority  
 GL Rpt14 - 7/1/2023 thru 9/30/2023

24.99%

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	138,000.00	409,500.00	8.2	25.2
TOTAL	547,500.00	45,000.00	138,000.00	409,500.00	8.2	25.2
ATTORNEY						
ATTORNEY FEES	30,000.00	787.50	9,926.64	20,073.36	2.6	33.1
TOTAL	30,000.00	787.50	9,926.64	20,073.36	2.6	33.1
WASTEWATER TREATMENT PLANT						
MAINTENANCE & OPERATION WWTP	95,000.00	11,211.74	35,971.32	59,028.68	11.8	37.9
UTILITIES WWTP	75,000.00	6,054.69	19,674.33	55,325.67	8.1	26.2
GASOLINE WWTP	4,000.00			4,000.00		
WWTP CHEMICALS	35,000.00	1,184.90	3,606.20	31,393.80	3.4	10.3
TOTAL	209,000.00	18,451.33	59,251.85	149,748.15	8.8	28.4
UTILITY						
PERSONNEL SERVICES UTILITY	700,000.00	47,081.55	141,856.06	558,143.94	6.7	20.3
MAINTENANCE & OPERATION UTILITY	200,000.00	12,507.20	31,391.10	168,608.90	6.3	15.7
UTILITIES UTILITY	35,000.00	1,730.50	5,863.49	29,136.51	4.9	16.8
GASOLINE UTILITY	35,000.00	1,890.90	8,086.20	26,913.80	5.4	23.1
CAPITAL OUTLAY UTILITY	145,000.00	482.37	1,787.11	143,212.89	0.3	1.2
TOTAL	1,115,000.00	63,692.52	188,983.96	926,016.04	5.7	16.9
WATER TREATMENT PLANT						
MAINTENANCE & OPERATIONS WTP	56,000.00	8,890.66	13,272.59	42,727.41	15.9	23.7
UTILITIES WTP	90,000.00	6,989.66	21,746.00	68,254.00	7.8	24.2
GASOLINE WTP	10,000.00	40.31	100.56	9,899.44	0.4	1.0
CHEMICALS WTP	600,000.00	70,415.39	118,377.65	481,622.35	11.7	19.7
TOTAL	756,000.00	86,336.02	153,496.80	602,503.20	11.4	20.3
SOLID WASTE						
PERSONNEL SERVICES SOLID WASTE	340,000.00	25,968.56	76,434.71	263,565.29	7.6	22.5
MAINTENANCE AND OPERATION SOLIC	150,000.00	5,485.83	18,323.73	131,676.27	3.7	12.2
UTILITIES SOLID WASTE	12,000.00	667.08	1,966.75	10,033.25	5.6	16.4
GASOLINE AND DIESEL SOLID WASTE	110,000.00	2,970.68	13,816.85	96,183.15	2.7	12.6
TIPPING FEES SOLID WASTE	160,000.00	17,761.66	42,803.05	117,196.95	11.1	26.8
SOLID WASTE RESERVE	308,690.37	4,181.56	12,544.68	296,145.69	1.4	4.1
SOLID WASTE CAPITAL OUTLAY	150,000.00			150,000.00		
TOTAL	1,230,690.37	57,035.37	165,889.77	1,064,800.60	4.6	13.5
RESERVE ACCT- WWTP/WTP	184,531.41		4,347.00	180,184.41		2.4
TOTAL	184,531.41		4,347.00	180,184.41		2.4

# Vinita Utilities Authority

GL Rpt14 - 7/1/2023 thru 9/30/2023

	<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	3,232.00	11,532.00	28,468.00	8.1	28.8
VUA ENGINEERING FEE	60,000.00	3,000.00	11,400.00	48,600.00	5.0	19.0
VUA GENERAL FUND-Build/Property/Svcs	458,972.43	17,251.58	52,730.18	406,242.25	3.8	11.5
TOTAL	<u>558,972.43</u>	<u>23,483.58</u>	<u>75,662.18</u>	<u>483,310.25</u>	<u>4.2</u>	<u>13.5</u>
GRAND TOTAL	<u>4,631,694.21</u>	<u>294,786.32</u>	<u>795,558.20</u>	<u>3,836,136.01</u>	<u>6.4</u>	<u>17.2</u>

<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	116003	Services thru 7/31/2023	787.50
Total	ATTORNEY			<u>787.50</u>
<b>VUA ADMIN/OPERATION REIMB</b>				
14-07-01	CITY OF VINITA	116236	VUA Admin/Operationh Reimb	45,000.00
Total	VUA ADMIN/OPERATION REIMB			<u>45,000.00</u>
<b>WASTEWATER TREATMENT PLANT</b>				
14-09-02	I-VOIP Enhanced Services LLC	116355	Land Lines -WWTP 7320	11.30
14-09-02	Aaron Erwin, Aaron's Extermina	116214	Spray for pests-WWTP	50.00
14-09-02	Accurate Environmental	116103	Wastewater Lab C	545.00
14-09-02	ACE TOWN & COUNTRY	116421	hose clamps	7.99
14-09-02	ACE TOWN & COUNTRY	116082	All Thread	6.99
14-09-02	ACE TOWN & COUNTRY	115506	magnetic sweeper, wasp spray	83.95
14-09-02	ACE TOWN & COUNTRY	116140	pressure washer nozzle	70.93
14-09-02	ATWOODS	115665	ratchet straps	31.17
14-09-02	ATWOODS	116387	Helix,Helix kit	55.97
14-09-02	ATWOODS	116139	pressure washer nozzle	52.95
14-09-02	ATWOODS	116147	2 bolts, chain, Ibolts	35.30
14-09-02	BancFirst	116485	J Stotts-calculator,highliter,	35.18
14-09-02	C & L SUPPLY INC	115547	pipe fittings	137.25
14-09-02	Current Pride Electric LLC	116164	8/15 New DO sensor-WWTP	441.50
14-09-02	DEPT OF ENVIRONMENTAL Q	116120	Water Class C	62.00
14-09-02	ERA-A Waters Company	116163	DMR QA study	258.61
14-09-02	Grainger, Inc.	116415	3 pk 5 fuses	35.64
14-09-02	Grainger, Inc.	116408	3-Fuses, 2-coils	1,022.74
14-09-02	Grainger, Inc.	115663	Screening for clear well	543.45
14-09-02	Grainger, Inc.	115660	reflective safety mirror	172.08
14-09-02	Green Country Testing	116333	Samples	1,375.00
14-09-02	Jack Tyler Engineering, Inc	115681	purch DO probe,sensor	4,954.00
14-09-02	John's Tractor Works & Equip	116091	(3) mower blades	206.49
14-09-02	O'Reilly Automotive, Inc.	116418	hose, jb weld,clamps,grommets	28.44
14-09-02	O'Reilly Automotive, Inc.	116418	hose, jb weld,clamps,grommets	11.93
14-09-02	T H ROGERS LUMBER CO	114872	cement bolts	133.13
14-09-02	USABLUBOOK	116393	PH Electrode gel filled	427.88
14-09-02	Wal Mart Community-Capital One	116556	Dividers,legal pad,binders,etc	79.62
14-09-02	Wal Mart Community-Capital One	116616	multiple storage bins	127.40
14-09-02	Wal Mart Community-Capital One	116557	notebook,pens,case	50.58
14-09-02	Wal Mart Community-Capital One	116560	paper towel,toilet paper,dawn	129.31
14-09-02	Wal Mart Community-Capital One	116555	5 PT Gigabit	27.96
14-09-03	Public Service Company of Okla	116302	***.*47-231-0-3	52.03
14-09-03	Public Service Company of Okla	116301	***.*26-362-0-9	6,002.66
14-09-05	USABLUBOOK	116476	Accu-tab WWTP Cholrination tab	1,184.90
Total	WASTEWATER TREATMENT PLANT			<u>18,451.33</u>
<b>UTILITY</b>				
14-10-01	Personnel Services-Water Main	PAYROLL	PAYROLL 09/22/2023	24,749.19
14-10-01	Personnel Services-Water Main	PAYROLL	PAYROLL 09/08/2023	22,332.36
14-10-02	Aaron Erwin, Aaron's Extermina	116212	Spray for pests-Water Barn	50.00
14-10-02	ACE TOWN & COUNTRY	116158	light fixture bathroom	49.99
14-10-02	ACE TOWN & COUNTRY	116433	parts to repair water leak	22.96
14-10-02	ACE TOWN & COUNTRY	116190	rakes, wasp spray	101.94
14-10-02	ACE TOWN & COUNTRY	116191	wasp spray	20.96
14-10-02	Airgas USA, LLC	116090	safety glassess	19.99
14-10-02	ANIMAL HEALTH SUPPLY	116492	Boots-Cresston	87.95
14-10-02	ANIMAL HEALTH SUPPLY	116495	boots-Kevin Cates, Justin Smit	207.90
14-10-02	ATWOODS	116127	6 cans of wasp spray	14.94
14-10-02	ATWOODS	116502	weed eater fuel filter	6.99

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>UTILITY</b>				
14-10-02	ATWOODS	116511	gas cans, shovel	112.95
14-10-02	ATWOODS	116086	3 pairs Safety glasses	38.97
14-10-02	ATWOODS	116131	18 cans of wasp spray	44.82
14-10-02	ATWOODS	116481	pallet of water for WD	251.16
14-10-02	B & L WATERWORKS SUPPLY	116057	Restock/parts for Arcadia proj	646.18
14-10-02	Clean Uniform Company	116318	Uniform Rental-Water Dept	164.30
14-10-02	Core & Main LP	115654	Restock	4,999.87
14-10-02	Core & Main LP	116063	credit PO113785	(0.30)
14-10-02	Core & Main LP	116072	chainsaw parts	854.74
14-10-02	GRAND RIVER DAM AUTHOR	116330	Water Sold (m/b)	2,988.02
14-10-02	John's Tractor Works & Equip	116149	airfilters gas saw	156.40
14-10-02	O'Reilly Automotive, Inc.	116500	weed eater spark plug	2.86
14-10-02	O'Reilly Automotive, Inc.	116484	repair 12 volt pump	13.18
14-10-02	O'Reilly Automotive, Inc.	116167	QT fuel mix PO 115878	17.98
14-10-02	Ron's Heat & Air	116165	Service Call Water Barn	125.00
14-10-02	Ron's Heat & Air	116384	Service call VUA Utility	110.00
14-10-02	Sam's Tire Shop, LLC	116124	flat repair fire truck	130.00
14-10-02	T H ROGERS LUMBER CO	116460	marking paint	63.95
14-10-02	T H ROGERS LUMBER CO	116126	pipe dope	9.99
14-10-02	T H ROGERS LUMBER CO	116477	pea trap	18.99
14-10-02	U S POST OFFICE	116237	Advance \$750	750.00
14-10-02	U S POST OFFICE	116238	VUA postage 6 rolls@ \$51	306.00
14-10-02	Wal Mart Community-Capital One	116079	Canopy	49.97
14-10-02	Wal Mart Community-Capital One	116499	paper towels, pens, cleaning s	68.55
14-10-03	1-VOIP Enhanced Services LLC	116356	Land Lines -WD 3387	11.30
14-10-03	Craig Co Rural Water Dist #2	116331	Acct 2502503 Hwy 60-4420	236.74
14-10-03	NE Okla Electric Cooperative	116325	940451 Booster Pump Station	65.00
14-10-03	OK NATURAL GAS CO	116346	211176316185622764	163.38
14-10-03	Public Service Company of Okla	116306	***.*99-231-3-2	78.09
14-10-03	Public Service Company of Okla	116303	***.*99-*231-0-0	29.62
14-10-03	Public Service Company of Okla	116304	***.*04-700-0-8	398.03
14-10-03	Public Service Company of Okla	116305	***.-44-922-0	212.93
14-10-03	Verizon Wireless 2264	116365	Cell Phone Water Dept and radi	535.41
14-10-04	Vogel Oil/ CPP	116250	Fuel Water Dept	1,890.90
14-10-20	RCB	116368	loan 4190120 Dodge Truck	482.37
Total UTILITY				<b>63,692.52</b>
<b>VUA GENERAL FUND</b>				
14-12-05	COMPSOURCE OKLAHOMA	116312	Workers Comp	3,232.00
14-12-07	Aaron Richard Mears	116381	Prem Eng Report-Sewer	1,750.00
14-12-07	Aaron Richard Mears	116382	Prem Eng Report-Water	1,250.00
Total VUA GENERAL FUND				<b>6,232.00</b>
<b>VUA GENERAL FUND-Build/Prop/Sv</b>				
14-12-60	OK Employment Security Comm	116605	3-2023 Unemployment	918.84
14-12-60	OK Municipal Assurance Group	116581	VUA Property 1/2	16,332.74
Total VUA GENERAL FUND-Build/Prop/Sv				<b>17,251.58</b>
<b>SOLID WASTE</b>				
14-20-01	Personnel Services-Solid Waste	PAYROLL	PAYROLL 09/08/2023	12,462.59
14-20-01	Personnel Services-Solid Waste	PAYROLL	PAYROLL 09/22/2023	13,505.97
14-20-02	A & A Equipment	116159	soap Solid Waste Dept	332.00
14-20-02	Aaron Erwin, Aaron's Extermina	116211	Spray for pests-Transfer Stati	50.00
14-20-02	ATWOODS	116434	shop rags,gloves,cleaning supp	115.36
14-20-02	ATWOODS	116513	new pump soap dispenser	72.99
14-20-02	AUTOMOTIVE SUPPLY PARTS	116135	battery backhoe,hydraulic line	407.04
14-20-02	AUTOMOTIVE SUPPLY PARTS	115653	oil drain pan	575.00
14-20-02	Bruckner Truck Sales, Inc	116405	air,fuel,oil filters units 31,	810.64



<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>SOLID WASTE</b>				
14-20-02	Bruckner Truck Sales, Inc	116182	electrical repair 10 Autocar X	1,595.00
14-20-02	Bruckner Truck Sales, Inc	116399	air filter unit #32	124.13
14-20-02	Clean Uniform Company	116314	Uniform Rental-Solid Waste	121.28
14-20-02	John's Tractor Works & Equip	116507	bolts for Kioti tractor	9.75
14-20-02	OTA PIKEPASS	116322	Toll Fee-S/W	452.64
14-20-02	Truck Tread	116435	2 trailer tires	370.00
14-20-02	Truck Tread	116078	2 new steer tires unit #15	450.00
14-20-03	1-VOIP Enhanced Services LLC	116352	Land Lines - Transfer Station	11.30
14-20-03	Craig Co Rural Water Dist #2	116347	Transfer Station Water 1501101	70.00
14-20-03	Public Service Company of Okla	116257	***-11-579-0	287.76
14-20-03	Public Service Company of Okla	116256	***-*10-331-0-6	163.54
14-20-03	Verizon Wireless 2264	116361	Cell Phone Solid Waste	134.48
14-20-04	Vogel Oil/PPP	116248	Fuel Solid Waste	2,970.68
14-20-06	Waste Management	116332	Tipping Fees	17,761.66
Total SOLID WASTE				<b>52,853.81</b>
<b>WATER TREATMENT PLANT</b>				
14-44-02	Aaron Erwin, Aaron's Extermina	116213	Spray for pests-WTP	50.00
14-44-02	Accurate Environmental	116400	BACT's	140.00
14-44-02	Accurate Environmental	116391	THM's and HAAs	920.00
14-44-02	Accurate Environmental	116195	BACT's	110.00
14-44-02	Accurate Environmental	116196	Nitrates and Nitrites	55.00
14-44-02	ACE TOWN & COUNTRY	116491	grinding wheel	8.99
14-44-02	Bank of America Business Card	116409	purchase Aubrey Myers	270.06
14-44-02	C & L SUPPLY INC	116489	2-seal couplings	37.73
14-44-02	John's Tractor Works & Equip	116618	Credit memo exchanged blades	(124.02)
14-44-02	JONES HARDWARE	116459	pvc glue,cleaner,elbow	41.67
14-44-02	O'Reilly Automotive, Inc.	116452	case of oil	104.97
14-44-02	T H ROGERS LUMBER CO	116488	2 grinding discs	25.98
14-44-02	USABLUEBOOK	116134	Lab Supplies	969.29
14-44-02	USABLUEBOOK	115561	chemical pump	1,293.88
14-44-02	USABLUEBOOK	115549	lab supplies	721.36
14-44-02	USABLUEBOOK	116441	FlexPro pump-WTP	1,614.51
14-44-02	USABLUEBOOK	115662	Powered Indicator transmitter	2,515.49
14-44-02	Wal Mart Community-Capital One	116168	multiple Ink packages	135.75
14-44-03	1-VOIP Enhanced Services LLC	116357	Land Lines -WTP 8182	11.30
14-44-03	AT&T	116339	918-323-0462-716-5	110.68
14-44-03	Public Service Company of Okla	116307	***-*41-684-0-2	4,874.18
14-44-03	Public Service Company of Okla	116309	***-*47-923-0-7	1,905.69
14-44-03	Public Service Company of Okla	116308	***-*75-923-0-5	87.81
14-44-04	Fleet Services	116247	Fuel-WTP	40.31
14-44-05	OMNI Water Consultants, Inc.	116410	Chemicals September	31,891.52
14-44-05	OMNI Water Consultants, Inc.	115713	August Chemicals	36,909.41
14-44-05	USABLUEBOOK	116148	50 PSI Flexflo A1F pump	1,614.46
Total WATER TREATMENT PLANT				<b>86,336.02</b>
<b>SOLID WASTE CAPITAL FUND</b>				
14-75-02	RCB	116367	Loan 4189676 Semi	2,290.73
14-75-02	RCB	116369	loan 4197836 09 Crane Carrier	687.11
14-75-02	RCB	116370	loan 10243418 S/W Trailer	1,203.72
Total SOLID WASTE CAPITAL FUND				<b>4,181.56</b>
<b>Grand Total</b>				<b>294,786.32</b>



Call us toll-free at 877-879-1350



# QUOTE

Number: 230175

Date: Aug 25, 2022

Sold To	Ship To
City of Vinita WWT Facility <del>Jammie McLain</del> 440 East Esh Road Vinita, OK 74301  <del>Phone 918-244-0026</del> <del>Fax</del>	City of Vinita WWT Facility <del>Jammie McLain</del> 440 East Esh Road Vinita, OK 74301  <del>Phone 918-244-0026</del> <del>Fax</del>

Tighe Industrial Solutions, LLC  
 Tulsa Office  
 10205 E. 61st St.: Suite B  
 Tulsa, OK 74133  
 Phone: (918) 994-4200  
 Fax: (918) 994-4203  
  
 Dallas/Ft. Worth Office  
 3436 Alameda, Suite 234  
 Fort Worth, TX 76126  
 Phone: (817) 244-0654

Terms	Delivery	Ship Via
Net 30	FACTORY STOCK	Included

Line	Qty	Description	Unit Price	Ext. Price
1	1	<b>BARDAC DRIVES</b> PN: P2-44300-3HF4N-T Raw Pump No.3  Motor Starter Panel Replacement 460VAC, 46AMPS, NEMA 12 List Price = \$4877.00 40% Discount for the City of Vinita. Includes A One Year Warranty.	\$2,926.20	\$2,926.20
2	1	<b>TIGHE INDUSTRIAL SOLUTIONS</b> PN: MATERIALS Line Reactor - Protects the Drive from Power Surges. * COST= \$734.00 (OPTIONAL) (4 WEEK LEAD TIME) Selector Switches and Indicator Lights for all Three Drives * COST = \$300 (NOT OPTIONAL) (FACTORY STOCK)	\$1,034.00	\$1,034.00
3	1	<b>ESTIMATED GROUND SHIPPING</b> PN: SHIPPING Note: Customer may provide UPS Shipping Account for direct billing.	\$150.00	\$150.00
4	1	<b>TIGHE INDUSTRIAL SOLUTIONS</b> PN: TIGHE-TECH-SUPPORT Instalation, Programming and Start-Up Details of Installation: 1. Remove existing motor starter panel and switches 2. Install new Bardac drive in this location 3. Install 3 new Hand-Off-Remote Selector Switches and Indicators in main panel. * Requires Two Tighe Technicians to complete this task.	\$3,000.00	\$3,000.00
5	1	<b>TIGHE INDUSTRIAL SOLUTIONS</b> PN: TIGHE-TRAVEL Travel Cost from Tulsa to City of Vinita WWT Facility  NOTE: QUOTE IS VALID FOR 30 DAYS.	\$860.00	\$860.00

**Total: \$7,970.20**

Thank you for the opportunity!

Harry Price

Tighe Industrial Solutions, LLC Standard Terms & Conditions Apply - Prices Valid For 30 Days



508A  
 INDUSTRIAL  
 CONTROL PANEL  
 FABRICATOR



**Rockwell**  
 Automation  
 Allen-Bradley

**BALDOR**  
 A MEMBER OF THE ABB GROUP



Regularly Scheduled **Vinita City Council Meeting**

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.

**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 September 19, 2023, City Council meeting.
    - C. Minutes from the September 26, 2023, Special Public Hearing City Council meeting.
  4. Discussion, consideration and possible action on Finance Ordinance 3823; Bills Payable.
  5. Discussion, consideration and possible action on Finance Ordinance 3823 Emergency Clause.
  6. Discussion, consideration and possible action to terminate GGEDA Administration Contract dated March 21, 2023.
  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.
  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.
    - B. DECLARING AN EMERGENCY
  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.
  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.
-



### Cont Agenda-

11. Discussion, consideration, and possible action on purchase of Aviation Fuel for the Vinita Municipal Airport not to exceed \$16,000.00.
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.
13. Department Reports:
  - A. City Administrator Allen Goforth
  - B. Cemetery/Parks/Street Department James Tracy
  - C. Library Vanessa Hicks
  - D. Police Chief Mark Johnson
  - E. Fire Chief Kevin Huxtable
  - F. Code Enforcement Henry Goforth
  - G. City Clerk Brian Prince
  - H. Treasurer Paula Butcher
  - I. Mayor Josh Lee
14. New Business.
15. Adjourn.

  
Brian Prince, City Clerk

Posted September 29, 2023 at 2:45 PM

---

The regularly scheduled **Vinita City Council Meeting** was held on Tuesday, September 19, 2023 immediately following the Vinita Utilities Authority (VUA) Meeting at 5:30 p.m., in the City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma. Public notice of the meeting was given by posting the amended agenda at City Hall on September 18, 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, Dale Haire, Danny Lankford, Skip Briley, Terry Young. Absent: None.

Motion by Wofford, seconded by Tyler, to approve roll call from VUA Meeting. Motion: Passed.

2. Recognition of Visitors and Public Comments.

No cards or emails were submitted.

3. Veteran Recognition.

Mayor Lee recognized Glenn C. Osburn who served his Country honorably in the United States Army from 1964-1966 during the Vietnam era

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 September 5, 2023, City Council meeting.

C. Treat in the Street October 31, 2023 close 100 Block South Smith Street.

Motion by Briley, seconded by Haire to approve the 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 regarding abatement on Jack Smith Properties.

These properties have had some progress from the last city council meeting. This property has been under review as early as 2021. Mr. Wright, Smith's Lawyer stated that it's not as far as the city wants it but health and weather has been an issue for Mr. Smith. 90 days was requested. Councilor Young concerned that the list given to Smith has not been completed as of now why an extension.

Motion by Hoskin, seconded by Briley, to approve to review Jack Smith Properties for possible public nuisance on October 17, 2023 Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley. Nay votes: Young. Motion carried.

7. Discussion, consideration, and possible action to accept bid from John's Tractor Works in the amount of \$15,898.00 for (2x) Bobcat ZT 3500 52" Kawasaki Engine to be paid out of Parks Capital Outlay.

Motion by Lankford, seconded by Hoskin, to approve to purchase from John's Tractor Works in the amount of \$15,898.00 for (2x) Bobcat ZT 3500 52" Kawasaki Engine to be paid out of Parks Capital Outlay. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

8. Discussion, consideration, and possible action on FY23-24 IAFF LOCAL NO 2814 Contract.

Motion by Young, seconded by Wofford, to approve FY23-24 IAFF LOCAL NO 2814 Contract. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

9. Discussion, consideration, and possible action on Ordinance NO 3822:

- A. Amending Title 9 Building Regulations in City Code, Sections 9-1-4, 9-2-2, 9-2-4, and 9-3-2;

This is a revised portion of the building regulations with the demand of more permits for agents and contractors. These changes include opportunities for third party agents to assist the City of Vinita for Life Safety inspections.

Motion by Young, seconded by Swift, to approve to amend Title 9 Building Regulations in City Code, Sections 9-1-4, 9-2-2, 9-2-4, and 9-3-2. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

- B. Declaration of an Emergency.

Motion by Briley, seconded by Haire, to approve to purchase Raw Waste Water Pump from Southwest Fluid Systems, LLC in the amount of \$21,461.00 out of WWTP/WTP Reserve Account. Roll Call: Aye votes: Tyler, Wofford, Swift, Haire, Lankford, Briley, Young. Nay votes: Hoskin. Motion carried.

10. Discussion, consideration, and possible action on Resolution NO 2023-3823:

- A. Amending the Building Permits; Fees for Residential, Commercial; and

Two amendments to this Item.

Request from Councilor Hoskin to have a \$0.00 fee for Daycare Inspection.

Motion by Hoskin, seconded by Tyler, to approve a \$0.00 fee for Daycare Inspection. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

Request from Councilor Hoskin to insert the words "third party inspection"

Motion by Hoskin, seconded by Tyler, to approve to insert the words third party inspection. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

With two amendments motion to accept Resolution with changes.



Motion by Briley, seconded by Lankford, to approve Resolution NO 2023-3823 with two amendments. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

B. Declaration of an Emergency.

Motion by Briley, seconded by Tyler, to approve Declaration of an Emergency. Roll Call: Aye votes: Tyler, Wofford, Swift, Haire, Lankford, Briley, Young. Nay votes: Hoskin. Motion carried.

11. Discussion, consideration, and possible action to approve Agreement with Okie Safety Consulting for the purpose of performing new and existing plan reviews/inspections, fire suppression, mechanical, electrical, plumbing, and or other plan reviews as needed.

Motion by Wofford, seconded by Young, to approve Agreement with Okie Safety Consulting for the purpose of performing new and existing plan reviews/inspections, fire suppression, mechanical, electrical, plumbing, and or other plan reviews as needed. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

12. Discussion, consideration, and possible action on the purchase of concrete culverts for 300 Block of South Vann St. in the amount of \$25,228.75 out of CIP Fund.

This over a 1 Million dollar investment by C&L Supply who is planning to stay in Vinita. C7L Supply will purchase the culverts from the City.

Motion by Tyler, seconded by Hoskin, to approve to purchase of concrete culverts for 300 Block of South Vann St. in the amount of \$25,228.75 out of CIP Fund. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

Councilor John Swift left at 6:54 p.m.

13. Department Reports:

Mayor Josh Lee gave an update with all of the event that will be in the next week including, Calf Fry, Bull Chute Out, Pony Express. Mayor Lee also gave an update on the Industrial Park Roadway to the Phase II Park.

14. New Business.

None.

15. Adjourned at 6:57 p.m.

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

---

Josh D. Lee, Mayor

ATTEST:

---

Brian Prince, City Clerk

The **Special Public Hearing Vinita City Council Meeting** was held on Tuesday, September 26, 2023 at 3:00 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 22, 2023 at 3:00 p.m.

Legal Counsel: Ryan Olsen

Mayor Josh Lee called the meeting to order at 3:00 p.m.

### **MEETING MINUTES**

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

Mayor Lee made reference to the last annexation meeting that was rejected in August. He noted that the council heard their concerns and listened. Wanted to welcome everyone back for this meeting.

4. Purpose of public hearing held pursuant to 11 O.S. § 21-103 on proposed annexation as per Notification dated August 30, 2023, protocol to be followed, and range of potential action to be taken at the conclusion thereof by Ryan H. Olsen, Logan & Lowry, LLP.

This follows the statute noted above for the opportunity for this annexation proposal to be heard. This will incorporate certain properties into the city limits. This is not a means to take property. Agriculture land can continue. Note the County is responsible for property tax not the City. Everyone will get a chance to speak and please be respectful. At the end of the meeting the Council can ask for approval, disapproval or alterations to draft of ordinance.

5. Discussion about proposed development projects, reasons Vinita was chosen as the location for development, and projected economic impact on area by Mansion Entertainment Group.

Gene McComb gave an overview of the project on land owned by MEG and how this is a world class park. He noted the importance of the property to be annexed into the City of Vinita to help support with utilities, fire, police, zoning and all the benefits that the City has to offer. This park is expecting 20k-40k visitors a day. Farming and Ranching is supported by this project. Farm to Table is very important to us. There will be 4,00 jobs from this development and allow opportunities for members of our families to stay in this area for employment. This will benefit the whole Vinita, County and State with this development.

6. Discussion of proposed annexation, municipal purposes, and explanation of proposed service plan by Mayor Josh Lee.

Water: The growth in the area will likely be massive. Once fully operational, Mansion alone will need between 3 and 4 million gallons of water daily. The design of the water to expand our current water lines out to proposed park area and annexation this is also available on the city website.

Sewer: As mentioned above, development in the area is expected to be vast. We expect to handle approximately 1 million gallons of wastewater per day. As with water, we must expand our infrastructure to meet this demand.



**Trash Service:** The city will also provide trash service to the area proposed to be annexed. The City just purchased another trash truck that will be arriving today.

**Police Service:** We are about to see a dramatic increase in vehicle and pedestrian traffic. US 60/66 is a busy road, and the increase in vehicles and pedestrians will create a dangerous situation quickly if we do not have police service available to provide some control and protection. The intersection is historically dangerous.

**Fire Protection & EMS Services:** The Vinita Fire Department proudly boasts a Class 2 ISO rating. This is the second-highest rating a fire department can achieve. Providing fire protection in the area also increases the safety of the public. Additionally, Mansion has plans to build the City of Vinita a fire station on their property to serve the entire area better. This will put a full-time fire department in the area for the first time ever. Outside of Vinita, Monkey Island, Grove, and Miami are the only nearby full-time departments. Not only will the fire department respond to fires, but they will also respond to medical emergencies, motor vehicle accidents, and any technical rescue operations.

**Zoning (values):** Mansion is investing over \$2 billion here in northeast Oklahoma. Their business plan is one that is wholesome and family-friendly. Their values are the same as those of the citizens of Vinita and Craig County. Mansion joins the people of Craig County, asking that certain businesses not be built outside the gates of this park. Family friendly. Farms are welcome and this will make great neighbors for this project. Farms are the heartland of this community.

**Zoning (for growth):** Any building that ran wild could create dangerous areas with buildings, signage, and transformers could create safety hazards for the public for visitors. More municipal purposes and services are on our website and what was sent out in the notices.

**Economic Development:** A vitally important job of a city is to constantly work on developing the area in a positive way to grow our economy. It is our duty as a city to show we are a good partner for businesses and that we are willing to go the extra mile to make it affordable and sensible to build a business in Vinita. By annexing the area and providing the services outlined that we talked about, we show the world that Vinita is open for business and will be a great partner to help them thrive.

7. Opening of public comments by Mayor Josh Lee.

Beginning at 3:12 p.m.

Questions included:

How will the annexation of 301' and 500' be measured? Middle of the right of way.

Concerns on water stating water demand could not keep up last year at his house.

Will Sewer be available? Yes

Trash Service? Yes

ODOT Projects nothing on the website at this time for a road project here.

Mayor Lee noted that roadway is not a service by the city during annexation.

Concerns for noise pollution on dogs, livestock and wildlife.

A list of failed amusement parks were named in the state of Oklahoma.

Visitor gave thanks to the hard work by the city for this project. He noted the decline of other towns like Nowata. He stated "Do the most good for the most people."

Concern for the NDA?

Mayor Lee stated that this is a common practice for any economic development project all over the state.

Investor from Tulsa, OK is investing in this project and is looking forward to the development. He noted the development of different parts of Houston and the pats that are best came with good planning. There is a blank slate right now and hope we do it the right way.

8. Closing of public comments by Mayor Josh Lee.

Closing of the comments time stamped at 4:12 p.m.

9. Discussion and possible action by Council regarding approval, disapproval, or alteration of annexation of the proposed area into the corporate limits of Vinita.

Councilor Hoskin asked does this annexation include this service plan as presented.

Olsen: Yes and the service plan can be amended.

Councilor Hoskin questioned the cost of the police and fire with proposed annexation. Also had questions on any cost at this time for engineering. Has there been any expense yet?

Mayor Lee noted that there have not been any costs for engineering. This is a preliminary report and no agreements have been in front of council.

Lankford stated that this service would not begin until annexation.

Olsen agreed and stated that if or when the council votes on the annexation it will then be in effect.

Councilor Hoskin believes that this annexation is putting the cart before the horse.

Motion by Lankford, seconded by Briley, to approve annexation of the proposed area into the corporate limits of Vinita. Roll Call: Aye votes: Tyler, Wofford, Swift, Haire, Lankford, Briley, Young . Nay votes: Hoskin. Motion carried.

10. Discussion and possible action by Council directing the drafting of an annexation ordinance,if appropriate.

Motion by Hoskin, seconded by Briley, to approve to direct the law firm from Logan & Lowry to prepare the drafting of Ordinance of annexation. Roll Call: Aye votes: Tyler, Wofford, Swift, Haire, Lankford, Briley, Young. Nay votes: Hoskin. Motion carried.

11. Final explanation of status of proposed annexation as a result of Council's actions by Ryan H. Olsen, Logan & Lowry, LLP.

Ryan Olsen summarized today's meeting and council majority voted yes to proceed with annexation. This draft of Ordinance will be placed on agenda to vote by council at another time by council.

12. Adjourned at 4:43 p.m.

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

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

ATTEST:

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

FINANCE ORDINANCE NO. 3823

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, Library Grants, Revolving Fund, Economic Development, Hotel/Motel Tax, Police Grant, Police Reserve, 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 3rd Day of October 2023.

Attest:

\_\_\_\_\_  
Josh Lee, Mayor

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

**City of Vinita**  
 GL Rpt01 - 7/1/2023 thru 9/30/2023

*24,99%*

	<u>Budget</u>	<u>Current Month Actual</u>	<u>Year to Date Actual</u>	<u>Unused Budget</u>	<u>MTD%</u>	<u>YTD%</u>
<b>GENERAL FUND BUDGET</b>						
<b>GOVERNING BOARD</b>						
PERSONNEL SERVICES	164,000.00	15,127.47	42,855.02	121,144.98	9.2	26.1
MAINTENANCE & OPERATION GOV BRI	2,200.00	20.00	20.00	2,180.00	0.9	0.9
<b>TOTAL</b>	<b>166,200.00</b>	<b>15,147.47</b>	<b>42,875.02</b>	<b>123,324.98</b>	<b>9.1</b>	<b>25.8</b>
<b>CITY CLERK</b>						
PERSONNEL SERVICES CITY CLERK	268,763.59	19,091.37	56,547.74	212,215.85	7.1	21.0
MAINTENANCE & OPERATION CITY CLI	5,000.00	559.51	1,038.16	3,961.84	11.2	20.8
<b>TOTAL</b>	<b>273,763.59</b>	<b>19,650.88</b>	<b>57,585.90</b>	<b>216,177.69</b>	<b>7.2</b>	<b>21.0</b>
<b>TREASURER</b>						
PERSONNEL SERVICES TREASURER	27,301.69	2,100.80	6,302.40	20,999.29	7.7	23.1
MAINTENANCE & OPERATIONS TREASU	2,500.00	450.00	514.97	1,985.03	18.0	20.6
<b>TOTAL</b>	<b>29,801.69</b>	<b>2,550.80</b>	<b>6,817.37</b>	<b>22,984.32</b>	<b>8.6</b>	<b>22.9</b>
<b>CITY ATTORNEY</b>						
PERSONNEL SERVICES CITY ATTORNEY	9,370.68	777.80	2,333.40	7,037.28	8.3	24.9
MAINTENANCE & OPERATION CITY AT	80,000.00	10,603.65	16,519.72	63,480.28	13.3	20.6
<b>TOTAL</b>	<b>89,370.68</b>	<b>11,381.45</b>	<b>18,853.12</b>	<b>70,517.56</b>	<b>12.7</b>	<b>21.1</b>
<b>MUNICIPAL COURT</b>						
PERSONNEL SERVICES MUN COURT CLI	31,949.20	2,624.20	7,872.60	24,076.60	8.2	24.6
MAINTENANCE & OPERATION MUN COI	8,000.00	882.84	2,759.47	5,240.53	11.0	34.5
<b>TOTAL</b>	<b>39,949.20</b>	<b>3,507.04</b>	<b>10,632.07</b>	<b>29,317.13</b>	<b>8.8</b>	<b>26.6</b>
<b>POLICE</b>						
PERSONNEL SERVICES POLICE	1,429,026.63	110,552.90	312,182.10	1,116,844.53	7.7	21.8
MAINTENANCE & OPERATION POLICE	80,000.00	7,507.55	29,713.30	50,286.70	9.4	37.1
UTILITIES POLICE	24,000.00	1,063.91	3,762.45	20,237.55	4.4	15.7
GASOLINE POLICE	38,300.00	5,966.94	14,788.15	23,511.85	15.6	38.6
CAPITAL OUTLAY POLICE	40,000.00	4,205.22	12,615.66	27,384.34	10.5	31.5
<b>TOTAL</b>	<b>1,611,326.63</b>	<b>129,296.52</b>	<b>373,061.66</b>	<b>1,238,264.97</b>	<b>8.0</b>	<b>23.2</b>
<b>FIRE DEPT</b>						
PERSONNEL SERVICES FIRE	781,065.26	59,317.62	178,213.28	602,851.98	7.6	22.8
MAINTENANCE & OPERATION FIRE	70,000.00	10,316.39	15,721.07	54,278.93	14.7	22.5
UTILITIES FIRE DEPT	10,000.00	905.17	2,525.02	7,474.98	9.1	25.3
GASOLINE & DIESEL FIRE	19,000.00	1,559.68	3,750.47	15,249.53	8.2	19.7
<b>TOTAL</b>	<b>880,065.26</b>	<b>72,098.86</b>	<b>200,209.84</b>	<b>679,855.42</b>	<b>8.2</b>	<b>22.7</b>
<b>STREET</b>						
PERSONNEL SERVICES STREET	349,000.00	18,975.49	60,649.51	288,350.49	5.4	17.4
MAINTENANCE & OPERATION STREET	72,000.00	930.53	13,228.38	58,771.62	1.3	18.4
UTILITIES STREET	7,000.00	503.50	1,353.69	5,646.31	7.2	19.3
GASOLINE & DIESEL STREET	30,000.00	1,769.66	4,361.87	25,638.13	5.9	14.5

# City of Vinita

GL Rpt01 - 7/1/2023 thru 9/30/2023

	<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	22,179.18	79,593.45	378,406.55	4.8	17.4
<b>ECONOMIC DEVELOPMENT</b>						
PERSONNEL SVCS ECONOMIC DEVELOP	84,000.00			84,000.00		
MAINT & OPERATON ECONOMIC DEVEI	2,500.00		119.88	2,380.12		4.8
TOTAL	86,500.00		119.88	86,380.12		0.1
<b>GENERAL GOVERNMENT</b>						
PERSONNEL SERVICES GEN GOV	127,151.45	8,899.14	25,653.01	101,498.44	7.0	20.2
MAINTENANCE & OPERATION GEN GOV	200,482.40	28,222.05	70,632.37	129,850.03	14.1	35.2
UTILITIES GEN GOV	21,500.00	2,219.51	6,518.18	14,981.82	10.3	30.3
AMBULANCE SUBSIDY	104,000.00	8,640.00	25,920.00	78,080.00	8.3	24.9
WORKMANS COMP	130,000.00	14,945.00	53,962.00	76,038.00	11.5	41.5
DOC-SENIOR SERVICES	10,000.00	833.33	2,499.99	7,500.01	8.3	25.0
BUILDING/PROPERTY SUPPORT	618,222.82	334.48	1,432.58	616,790.24	0.1	0.2
2022 SAFER GRANT	250,000.00	22,785.05	53,099.26	196,900.74	9.1	21.2
TOTAL	1,461,356.67	86,878.56	239,717.39	1,221,639.28	5.9	16.4
<b>LIBRARY</b>						
PERSONNEL SERVICES LIBRARY	119,807.45	8,115.11	23,065.85	96,741.60	6.8	19.3
MAINTENANCE & OPERATION LIBRARY	13,500.00	580.39	1,795.22	11,704.78	4.3	13.3
UTILITIES LIBRARY	14,000.00	1,164.41	3,354.31	10,645.69	8.3	24.0
MATERIALS & PUBLICATIONS	5,000.00	253.14	1,775.42	3,224.58	5.1	35.5
CAPITAL OUTLAY LIBRARY CDBG	300,000.00			300,000.00		
TOTAL	452,307.45	10,113.05	29,990.80	422,316.65	2.2	6.6
<b>PARKS/CEMETERY</b>						
PERSONNEL SERVICES PARKS/CEM	240,000.00	10,737.38	41,274.39	198,725.61	4.5	17.2
MAINT & OPER PARKS/CEMETERY	40,000.00	2,193.67	8,999.84	31,000.16	5.5	22.5
UTILITIES PARKS/CEMETERY	11,000.00	1,123.80	3,291.89	7,708.11	10.2	29.9
GASOLINE PARKS/CEMETERY	12,000.00		1,362.20	10,637.80		11.4
CAPITAL OUTLAY PARKS/CEMETERY	20,000.00	15,898.00	15,898.00	4,102.00	79.5	79.5
TOTAL	323,000.00	29,952.85	70,826.32	252,173.68	9.3	21.9
<b>AIRPORT</b>						
MAINT & OPER AIRPORT	6,000.00	100.00	300.00	5,700.00	1.7	5.0
UTILITIES AIRPORT	1,500.00	191.80	577.52	922.48	12.8	38.5
TOTAL	7,500.00	291.80	877.52	6,622.48	3.9	11.7
<b>SWIM POOL</b>						
PERSONNEL SERVICES SWIM POOL	38,000.00		17,888.51	20,111.49		47.1
MAINT & OPER SWIM POOL	10,000.00	57.33	1,303.34	8,696.66	0.6	13.0
UTILITIES SWIM POOL	6,000.00	616.16	2,165.03	3,834.97	10.3	36.1
CHEMICALS SWIM POOL	10,000.00		7,505.70	2,494.30		75.1
CAPITAL OUTLAY SWIM POOL	15,000.00			15,000.00		
TOTAL	79,000.00	673.49	28,862.58	50,137.42	0.9	36.5

# City of Vinita

GL Rpt01 - 7/1/2023 thru 9/30/2023

	<u>Budget</u>	<u>Current Month Actual</u>	<u>Year to Date Actual</u>	<u>Unused Budget</u>	<u>MTD%</u>	<u>YTD%</u>
PELIVAN CONTRACT	39,500.00			39,500.00		
TOTAL	<u>39,500.00</u>			<u>39,500.00</u>		
ZONING COMMISSION	1,000.00	150.00	225.00	775.00	15.0	22.5
TOTAL	<u>1,000.00</u>	<u>150.00</u>	<u>225.00</u>	<u>775.00</u>	<u>15.0</u>	<u>22.5</u>
SR. CITIZENS						
UTILITIES SENIOR CITIZENS	17,000.00	1,936.89	5,383.25	11,616.75	11.4	31.7
SR CITIZENS CONTRACT	40,000.00	3,116.51	9,349.53	30,650.47	7.8	23.4
TOTAL	<u>57,000.00</u>	<u>5,053.40</u>	<u>14,732.78</u>	<u>42,267.22</u>	<u>8.9</u>	<u>25.8</u>
FINANCE OFFICER						
SALARIES/AUDIT/RPT-FINANCE OFFICE	19,000.00	1,384.00	5,459.00	13,541.00	7.3	28.7
TOTAL	<u>19,000.00</u>	<u>1,384.00</u>	<u>5,459.00</u>	<u>13,541.00</u>	<u>7.3</u>	<u>28.7</u>
COMPLIANCE OFFICER						
PERSONNEL SERVICES COMPLIANCE OFFICER	71,598.58	4,697.69	14,140.17	57,458.41	6.6	19.7
MAINTENANCE COMPLIANCE OFFICER	3,500.00	327.50	674.52	2,825.48	9.4	19.3
UTILITIES	800.00	69.44	208.98	591.02	8.7	26.1
GASOLINE COMPLIANCE OFFICER	3,000.00	202.31	527.97	2,472.03	6.7	17.6
PROPERTY ABATEMENT/SALES	15,000.00	288.00	955.68	14,044.32	1.9	6.4
TOTAL	<u>93,898.58</u>	<u>5,584.94</u>	<u>16,507.32</u>	<u>77,391.26</u>	<u>5.9</u>	<u>17.6</u>
STREET & ALLEY						
STREET LIGHTING	60,000.00	6,805.52	16,334.79	43,665.21	11.3	27.2
TOTAL	<u>60,000.00</u>	<u>6,805.52</u>	<u>16,334.79</u>	<u>43,665.21</u>	<u>11.3</u>	<u>27.2</u>
GRAND TOTAL	<u>6,228,539.75</u>	<u>422,699.81</u>	<u>1,213,281.81</u>	<u>5,015,257.94</u>	<u>6.8</u>	<u>19.5</u>

9/29/2023

**Bills Payable**  
09/01/2023 thru 09/30/2023

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 09/22/2023	13,093.97
01-01-01	Personnel Services-Gov Board	PAYROLL	PAYROLL 09/08/2023	2,033.50
01-01-02	66 Apparel	116112	Nameplates-Hilburn/Patrick	20.00
Total	GOVERNING BOARD			<u>15,147.47</u>
<b>CLERK DEPT</b>				
01-02-01	Personnel Services-City Clerk	PAYROLL	PAYROLL 09/08/2023	9,173.87
01-02-01	Personnel Services-City Clerk	PAYROLL	PAYROLL 09/22/2023	9,917.50
01-02-02	Bank of America Business Card	116614	Apple Pencil	99.14
01-02-02	Bank of America Business Card	116171	Amazon-Apple pencil	89.14
01-02-02	Bank of America Business Card	116619	Adobe Acropro	19.99
01-02-02	QUILL CORPORATION	116144	New chair for City Clerk	324.74
01-02-02	Vinita Rotary Club	116200	1/2 Monthly dues-Brian Prince	26.50
Total	CLERK DEPT			<u>19,650.88</u>
<b>TREASURER</b>				
01-03-01	Personnel Services-Treasurer	PAYROLL	PAYROLL 09/08/2023	1,015.00
01-03-01	Personnel Services-Treasurer	PAYROLL	PAYROLL 09/22/2023	1,085.80
01-03-02	OLD REPUBLIC SURETY GRO	116389	renew Treasurer bond W15036175	450.00
Total	TREASURER			<u>2,550.80</u>
<b>ATTORNEY</b>				
01-04-01	Personnel Services-City Attorn	PAYROLL	PAYROLL 09/22/2023	777.80
01-04-02	Logan & Lowry LLP	116002	Services thru 7/31/2023	10,603.65
Total	ATTORNEY			<u>11,381.45</u>
<b>MUNICIPAL COURT</b>				
01-05-01	Personnel Services-Court Clerk	PAYROLL	PAYROLL 09/22/2023	2,624.20
01-05-02	Cherokee Nation District Court	116429	Wall,Darlene T-23-63	30.00
01-05-02	Cherokee Nation District Court	116430	Cozart,Brooke T-23-46	30.00
01-05-02	Cherokee Nation District Court	116431	Barnes, Atosha R-23-19	30.00
01-05-02	Cherokee Nation District Court	116432	Phillipi,Donald D J-T-23-05	30.00
01-05-02	Cleet	116427	Penalty Assess fees August 202	257.92
01-05-02	OSBI	116425	Forensic Fees August 2023	247.00
01-05-02	OSBI	116426	AFIS Fees August 2023	257.92
Total	MUNICIPAL COURT			<u>3,507.04</u>
<b>POLICE</b>				
01-06-01	Personnel Services-Police	PAYROLL	PAYROLL 09/22/2023	53,973.92
01-06-01	Personnel Services-Police	PAYROLL	PAYROLL 09/08/2023	56,578.98
01-06-02	66 Apparel	116111	Hats-PD-Phillips/Cunningham	39.00
01-06-02	Bank of America Business Card	115567	flash drives,ink,badge labels	303.09
01-06-02	Board of Test for Alcohol	116563	Daniel Garrett 25506	62.00
01-06-02	Chickasaw Personal Communicat	116475	2 Chargers for handhelds	136.22
01-06-02	Compliance Resource Group	116440	Phillip Ashley Pension physica	600.00
01-06-02	Green Country Spine	116478	Mark Hallett DOTPhys/Drug scre	130.00
01-06-02	L & L Pawnshop	116161	Reserve Ammunition-Cleet	284.00
01-06-02	Law Enforcement Psychological	116125	MMPI Phillip Ashley	125.00
01-06-02	Lloyd's Quick Lube	116508	oil change Dog Catcher unit #3	61.24
01-06-02	Lloyd's Quick Lube	116146	repl Thermostat unit #12	126.56
01-06-02	Lloyd's Quick Lube	115649	oil pressure sensor unit #12	182.78
01-06-02	Lloyd's Quick Lube	116461	oil change unit #22	66.49
01-06-02	Lloyd's Quick Lube	116458	repl AA/AM module-unit #22	984.78
01-06-02	Lloyd's Quick Lube	116392	repl spark plugs,brakes unit #	339.28
01-06-02	Lloyd's Quick Lube	116392	repl spark plugs,brakes unit #	260.74
01-06-02	Lloyd's Quick Lube	116416	fuel tank send,alternator	1,093.84
01-06-02	Lloyd's Quick Lube	116448	oil change unit #14	61.24
01-06-02	Matthews CDJR	116406	oil change unit #21	80.62
01-06-02	Northeast Technology Center	116383	cleet testing Phillip Ashley	40.00



<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	OK DEPT OF PUBLIC SAFETY	116201	O'let's usage	400.00
01-06-02	Southern Uniform & Tactical	116579	Raincoat,shirts, bodyarmour Ph	441.95
01-06-02	Southern Uniform & Tactical	116580	3 Polo shirts with embroidery	187.47
01-06-02	Southern Uniform & Tactical	116439	Men's stellar G2	85.00
01-06-02	Southern Uniform & Tactical	116129	Uniforms Mark Johnson	848.26
01-06-02	Southern Uniform & Tactical	116577	uniforms Josh Phillips	183.96
01-06-02	Southern Uniform & Tactical	116561	refund overpay.151782-1 pd twi	(19.93)
01-06-02	Southern Uniform & Tactical	116578	Uniform pants Josh Heilig	269.97
01-06-02	Vinita Rotary Club	116232	1/2 Monthly dues Mark Johnson	26.50
01-06-02	Wal Mart Community-Capital One	116080	Dog Food	86.64
01-06-02	Wal Mart Community-Capital One	116170	vehicle cleaning supplies	20.85
01-06-03	1-VOIP Enhanced Services LLC	116234	Land Lines-Police Dept	197.87
01-06-03	CULLIGAN OF JOPLIN	116443	Bottled water PD	39.00
01-06-03	Public Service Company of Okla	116251	***.*54-468-0	285.43
01-06-03	Verizon Wireless 5436	116233	Cell Phones- Police Dept	541.61
01-06-04	Fleet Services	116240	Fuel-Police Dept	5,966.94
01-06-20	RCB	116371	loan 4199006 21 Dodge Durango	597.30
01-06-20	RCB	116373	loan 10309375,10328045, 2-poli	2,692.02
01-06-20	RCB	116372	loan 4199519-19 Charger/20 Dur	915.90
Total	POLICE			<b>129,296.52</b>
<b>FIRE</b>				
01-07-01	Personnel Services-Fire	PAYROLL	PAYROLL 09/08/2023	29,649.94
01-07-01	Personnel Services-Fire	PAYROLL	PAYROLL 09/22/2023	29,667.68
01-07-02	66 Apparel	116465	Embroider 5 polo shirts	75.00
01-07-02	66 Apparel	116467	Hat VFD embroider	18.25
01-07-02	66 Apparel	116464	Embroider 5 polo shirts	75.00
01-07-02	66 Apparel	116115	Hats,Polo shirts,T-shirts Fire	237.00
01-07-02	Aaron Erwin, Aaron's Extermina	116203	Spray for pests-Fire Dept	45.00
01-07-02	ACE TOWN & COUNTRY	116490	pipe fitting tanker #3	18.97
01-07-02	ACE TOWN & COUNTRY	116109	chainsaw chain	25.99
01-07-02	AUTOMOTIVE SUPPLY PARTS	114864	Alternator Brush #7	164.00
01-07-02	AUTOMOTIVE SUPPLY PARTS	116376	fuel filter tank #3	6.18
01-07-02	AUTOMOTIVE SUPPLY PARTS	116493	cleaning supplies for trucks	20.71
01-07-02	Bank of America Business Card	116466	Amazon-purch airhose	18.98
01-07-02	Bank of America Business Card	116471	Amazon-5.11 Mend Ridge pant	216.00
01-07-02	Bank of America Business Card	116622	Google G Suite Aug 2023	80.71
01-07-02	Bank of America Business Card	116202	Adobe Monthly fee	29.99
01-07-02	Bank of America Business Card	116470	Amazon-Chainsaw chain	19.89
01-07-02	Bank of America Business Card	116468	5 white polo shirts	54.74
01-07-02	Bank of America Business Card	115595	60 gel pens,Rose Gold trim	92.18
01-07-02	Bank of America Business Card	116621	09/14 American Flag	144.49
01-07-02	Bank of America Business Card	116472	Academy-5 white polo shirts	54.74
01-07-02	Bank of America Business Card	116612	Google G suite May 2023	78.00
01-07-02	Bank of America Business Card	116469	Amazon-toner cartridge	74.30
01-07-02	MGMT and Enterprise Services	116173	FY24 Property/Liability Ins Fi	7,209.29
01-07-02	Ron's Heat & Air	116166	Service Call VFD replace blowe	779.00
01-07-02	Sam's Tire Shop, LLC	116094	tire for engine #4	507.00
01-07-02	SPECIAL-OPS UNIFORMS, INC	116575	APEX pant navy (2)	182.98
01-07-02	VINITA FIREMENS FUND	116463	4/24 charge extinguisher	88.00
01-07-03	1-VOIP Enhanced Services LLC	116350	Land Lines - Fire Dept 2674	11.30
01-07-03	OK NATURAL GAS CO	116340	210178014116670664	162.14
01-07-03	Public Service Company of Okla	116253	***.*67-402-0-*6	593.21
01-07-03	Verizon Wireless 2264	116359	Cell Phone IPADS Fire Dept	138.52
01-07-04	Fleet Services	116241	Fuel-Fire Dept	1,559.68
Total	FIRE			<b>72,098.86</b>
<b>STREET</b>				

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>STREET</b>				
01-08-01	Personnel Services-Street	PAYROLL	PAYROLL 09/08/2023	9,376.37
01-08-01	Personnel Services-Street	PAYROLL	PAYROLL 09/22/2023	9,599.12
01-08-02	66 Apparel	116113	embroider 5 Yellow/Green shirt	10.00
01-08-02	ATWOODS	116118	3 lock nuts	5.54
01-08-02	AUTOMOTIVE SUPPLY PARTS	115221	air filter Brush #7	26.39
01-08-02	Clean Uniform Company	116313	Uniform Rental-Street Dept	75.83
01-08-02	Green Country Spine	116162	Drug Screen Denny Rollins	45.00
01-08-02	National Sign Co., Inc.	115813	2 street signs, Brandon/Bailey	229.01
01-08-02	SCURLOCK INDUSTRIES	116401	2 storm drain covers	400.00
01-08-02	T H ROGERS LUMBER CO	116510	2 bags quick crete	10.98
01-08-02	Wal Mart Community-Capital One	116128	7/31 Ink	127.78
01-08-03	1-VOIP Enhanced Services LLC	116351	Land Lines - Street Dept 6580	11.30
01-08-03	OK NATURAL GAS CO	116341	211176318185623164	104.38
01-08-03	Public Service Company of Okla	116255	***.*04-700-0-3	282.07
01-08-03	Public Service Company of Okla	116254	***.*04-700-0-6	81.08
01-08-03	Verizon Wireless 2264	116360	Cell Phone Street Dept	24.67
01-08-04	Fleet Services	116242	Fuel-Street Dept	1,769.66
Total STREET				<b>22,179.18</b>
<b>GENERAL GOVERNMENT</b>				
01-12-01	Personnel Services-Gen Gov	PAYROLL	PAYROLL 09/08/2023	4,404.48
01-12-01	Personnel Services-Gen Gov	PAYROLL	PAYROLL 09/22/2023	4,494.66
01-12-02	66 Apparel	116114	Retirement plaque Charlie Turn	22.00
01-12-02	66 Apparel	116132	name plate Ryan Olsen	10.00
01-12-02	66 Apparel	116110	Inv 22139 PO 114863	(328.00)
01-12-02	Aaron Erwin, Aaron's Extermina	116210	Spray for pests-City Hall	60.00
01-12-02	Bank of America Business Card	116479	Apple I Cloud storage	0.99
01-12-02	Bank of America Business Card	116611	BOA CC charge, correction	(173.33)
01-12-02	Bank of America Business Card	116335	Call Centric fax lines	21.45
01-12-02	Bank of America Business Card	116417	BOA CC charge	173.33
01-12-02	Clean Uniform Company	116319	Uniform Rental-Mats City Hall	12.00
01-12-02	CULLIGAN OF JOPLIN	116375	July/August bottled water City	45.90
01-12-02	Freddies Painting	116442	paint stripes on steps City Ha	900.00
01-12-02	LAKELAND OFFICE SYSTEMS	116172	City Hall contract/overages	1,332.35
01-12-02	OK Employment Security Comm	116604	3-2023 Unemployment	2,282.45
01-12-02	OK Municipal Assurance Group	116582	Gen Gov Liability	18,412.00
01-12-02	OK TAX COMMISSION	116551	Library Sales Tax Aug 2023	0.13
01-12-02	Positronix Technology, Inc.	116374	cloud backup subscription	50.88
01-12-02	Positronix Technology, Inc.	116229	Services per contract	2,775.00
01-12-02	QUILL CORPORATION	116143	New chair for Mayor	324.74
01-12-02	QUILL CORPORATION	116403	TP, paper towels, cleaning sup	258.05
01-12-02	QUILL CORPORATION	116390	Toilet paper	205.98
01-12-02	QUILL CORPORATION	116093	trash bags,paper, carpet clean	253.45
01-12-02	SEQUOYAH SOFTWARE & CO	116230	Services-EBPP fee-Cass Certifi	432.16
01-12-02	U S POST OFFICE	116217	3 rolls Forever stamps	198.00
01-12-02	VINITA DAILY JOURNAL	116562	Indebtedness 2022-2023	22.52
01-12-02	VINITA DAILY JOURNAL	116564	Estimate of needs fiscal year	756.00
01-12-02	VINITA FIREMENS FUND	116386	Service Fire Extinguishers-Cit	174.00
01-12-03	1-VOIP Enhanced Services LLC	116353	Land Lines - City Hall	158.05
01-12-03	OK NATURAL GAS CO	116342	211176323185623514	105.49
01-12-03	Public Service Company of Okla	116267	***.*89-771-0	7.14
01-12-03	Public Service Company of Okla	116258	***.*-01-402-0-6	1,679.04
01-12-03	Public Service Company of Okla	116259	***.*41-399-0	7.14
01-12-03	Public Service Company of Okla	116260	***.*24-524-0	7.14
01-12-03	Public Service Company of Okla	116261	***.*36-511-8	7.14
01-12-03	Public Service Company of Okla	116262	***.*00-605-0	7.14
01-12-03	Public Service Company of Okla	116263	***.*79-642-0	7.14
01-12-03	Public Service Company of Okla	116264	***.*40-353-0	7.14

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>GENERAL GOVERNMENT</b>				
01-12-03	Public Service Company of Okla	116265	***-*10-651-0	7.14
01-12-03	Public Service Company of Okla	116266	***-*23-644-0	7.14
01-12-03	Public Service Company of Okla	116268	***-*58-336-0	7.14
01-12-03	Public Service Company of Okla	116252	***-*49-561-1-4	134.40
01-12-03	Public Service Company of Okla	116269	***-*50-011-0	7.14
01-12-03	Public Service Company of Okla	116270	***-*02-013-0	7.14
01-12-03	Public Service Company of Okla	116271	***-*95-812-0	7.14
01-12-03	Verizon Wireless 2264	116358	Cell Phone Allen Goforth	49.71
01-12-04	Craig Co Clerk	116215	Ambulance Subsidy	8,640.00
01-12-06	COMPSOURCE OKLAHOMA	116311	Workers Comp	14,945.00
01-12-16	DOCSENIOR SERVICES	116216	per Contract	833.33
01-12-20	ATLAS STEEL PRODUCTS INC	116446	metal for handrails at City Ha	95.00
01-12-20	Chad Wells	116450	handrail repair City Hall	239.48
01-12-22	Bible, Matthew W	116549	23 Runs	575.00
01-12-22	Copeland,Bill	116545	4 Runs	100.00
01-12-22	Cunningham, Hayden Lee Cole	116541	2 Runs	50.00
01-12-22	Harris, Deriek	116527	R&R Coordinator Sept 2023	1,500.00
01-12-22	Harris, Deriek	116535	15 Runs	375.00
01-12-22	Hart, Joseph	116543	6 Runs	150.00
01-12-22	Hart, Joseph	116542	Medical Insurance Reimbursemen	347.00
01-12-22	Huxtable, Kevin	116526	R&R Coordinator Sept 2023	1,500.00
01-12-22	Lee, Josh D	116534	2 Runs	50.00
01-12-22	Lee, Josh D	116533	Medical Insurance Reimbursemen	625.00
01-12-22	McElhaney, Sydney	116538	12 Runs	300.00
01-12-22	McElhaney, Sydney	115617	8 Runs	200.00
01-12-22	Mendell, Phillip Lee	116550	7 Runs	175.00
01-12-22	Mendell, Phillip Lee	116532	Medical Insurance Reimbursemen	378.30
01-12-22	Municipal Emergency Svcs	116474	1 Firesuit	4,200.15
01-12-22	OSU	116574	PSC trailer delivery 7/18/23	550.00
01-12-22	Parker, Bryar Lynn	116539	21 Runs	525.00
01-12-22	Powers, Jessica	116530	Medical Insurance Reimbursemen	236.60
01-12-22	Powers, Jessica	116540	2 Runs	50.00
01-12-22	Prince, Brian	116544	6 Runs	150.00
01-12-22	Prince, Brian	116531	Medical Insurance Reimbursemen	330.00
01-12-22	Richardson,Sawyer	116473	Reimburse-EMT-I Basic tuition,	1,300.00
01-12-22	Richardson,Sawyer	116600	13 Runs	325.00
01-12-22	Rinehart, Zachary Todd	116529	Medical Insurance Reimbursemen	3,080.00
01-12-22	Rinehart, Zachary Todd	116547	15 Runs	375.00
01-12-22	Starks, Tyton H	116601	Reimburse College tuition	4,038.00
01-12-22	Starks, Tyton Howard	116548	10 Runs	250.00
01-12-22	Wallis, Christopher J	116537	5 Runs	125.00
01-12-22	Ward, Drake	116536	11 Runs	275.00
01-12-22	Ward, Drake	116603	2 Runs August 2023	50.00
01-12-22	Weaver, Jason J	116546	9 Runs	225.00
01-12-22	Weaver, Jason J	116528	Medical Insurance Reimbursemen	375.00
<b>Total</b>	<b>GENERAL GOVERNMENT</b>			<b>86,878.56</b>

**LIBRARY**

01-13-01	Personnel Services-Library	PAYROLL	PAYROLL 09/22/2023	4,134.25
01-13-01	Personnel Services-Library	PAYROLL	PAYROLL 09/08/2023	3,980.86
01-13-02	Aaron Erwin, Aaron's Extermina	116204	Spray for pests-Library/Museum	55.00
01-13-02	Bank of America Business Card	116396	Amazon-totes, merchandise	34.99
01-13-02	Bank of America Business Card	116396	Amazon-totes, merchandise	58.98
01-13-02	Bank of America Business Card	116396	Amazon-totes, merchandise	25.74
01-13-02	Bank of America Business Card	116520	amazon kids	4.99
01-13-02	Bank of America Business Card	116106	supplies, display items	69.24
01-13-02	Bank of America Business Card	115136	Canva-outside Banner	108.00
01-13-02	Bank of America Business Card	116106	supplies, display items	45.99

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>LIBRARY</b>				
01-13-02	Bank of America Business Card	116106	supplies, display items	26.46
01-13-02	Bank of America Business Card	116106	supplies, display items	64.84
01-13-02	Bank of America Business Card	116106	supplies, display items	44.20
01-13-02	LAKELAND OFFICE SYSTEMS	116231	Library Monthly contract,overa	41.96
01-13-03	1-VOIP Enhanced Services LLC	116354	Land Lines - Library 2115	11.30
01-13-03	OK NATURAL GAS CO	116343	210178013116670527	160.92
01-13-03	Public Service Company of Okla	116272	***.*96-402-0-7	992.19
01-13-06	Baker & Taylor	116521	Books	125.35
01-13-06	Bank of America Business Card	116088	Amazon-Books	76.75
01-13-06	Bank of America Business Card	116088	Amazon-Books	14.11
01-13-06	Bank of America Business Card	116088	Amazon-Books	17.04
01-13-06	Bank of America Business Card	116088	Amazon-Books	19.89
Total LIBRARY				<b>10,113.05</b>
<b>PARKS/CEMETERY</b>				
01-14-01	Personnel Services-Parks/Cemet	PAYROLL	PAYROLL 09/22/2023	4,547.20
01-14-01	Personnel Services-Parks/Cemet	PAYROLL	PAYROLL 09/08/2023	6,190.18
01-14-02	Aaron Erwin, Aaron's Extermina	116209	Spray for pests-Attucks Restro	10.00
01-14-02	Aaron Erwin, Aaron's Extermina	116207	Spray for pests-Cemetery Office	20.00
01-14-02	Aaron Erwin, Aaron's Extermina	116208	Spray for pests-Sports Concess	25.00
01-14-02	Aaron Erwin, Aaron's Extermina	116205	Spray for pests-Southpark Rest	20.00
01-14-02	ACE TOWN & COUNTRY	116449	keys-parks and cemetery (3)	5.97
01-14-02	ATWOODS	116160	pipe fitting	7.49
01-14-02	ATWOODS	116073	(2) water jugs	114.98
01-14-02	Clean Uniform Company	116315	Uniform Rental-Cemetery/Parks	41.60
01-14-02	Grand Nation	116506	Raymond Wilde drug screen	30.00
01-14-02	Grand Nation	116505	Tommy Jones drug screen	30.00
01-14-02	John's Tractor Works & Equip	116404	belts for zero turn mower	139.79
01-14-02	John's Tractor Works & Equip	115704	filter,hood,c-2 Kioti	500.00
01-14-02	John's Tractor Works & Equip	116142	belt gang mower	78.06
01-14-02	John's Tractor Works & Equip	116108	fuel pump	75.52
01-14-02	John's Tractor Works & Equip	116154	driveline gang mower	86.60
01-14-02	John's Tractor Works & Equip	116398	pick up gang mower	655.67
01-14-02	Midway Power Equipment	116145	swivel joint grasshopper	6.25
01-14-02	Sam's Tire Shop, LLC	116141	tube in gang mower tire	20.00
01-14-02	Sam's Tire Shop, LLC	116501	repair backhoe tire	45.00
01-14-02	Sam's Tire Shop, LLC	116451	repair flat	14.00
01-14-02	TREAT'S SOLUTIONS, INC	116395	toilet paper for park restroom	267.74
01-14-03	Public Service Company of Okla	116283	***.*88-322-0-8	588.61
01-14-03	Public Service Company of Okla	116279	***.*25-482-0-3	58.61
01-14-03	Public Service Company of Okla	116280	***.*50-270-0-8	46.64
01-14-03	Public Service Company of Okla	116286	***.*64-600-1	10.15
01-14-03	Public Service Company of Okla	116285	***.*64-600-0-0	31.78
01-14-03	Public Service Company of Okla	116281	***.*667-402-0-8	28.07
01-14-03	Public Service Company of Okla	116282	***.*68-302-0-3	53.73
01-14-03	Public Service Company of Okla	116284	***.*97-928-0-5	26.99
01-14-03	Public Service Company of Okla	116287	***.*67-402-0-3	88.01
01-14-03	Public Service Company of Okla	116288	***.*50-270-0-3	37.40
01-14-03	Public Service Company of Okla	116273	***.*67-231-0-1	109.04
01-14-03	Verizon Wireless 2264	116362	Cell Phone Parks/Cemetery	44.77
01-14-02	John's Tractor Works & Equip	116509	2-bobat mowers 203205/203240	15,898.00
Total PARKS/CEMETERY				<b>29,952.85</b>
<b>AIRPORT</b>				
01-15-02	The Outback Co., LLC	116218	Toilet Rental Airport	100.00
01-15-03	Public Service Company of Okla	116275	***.*06-362-0-4	29.14
01-15-03	Public Service Company of Okla	116274	***.*06-362-0-6	76.66
01-15-03	Public Service Company of Okla	116276	***.*26-362-0-4	34.09

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>AIRPORT</b>				
01-15-03	Public Service Company of Okla	116277	***-680-873-0-7	51.91
Total AIRPORT				<u>291.80</u>
<b>SWIM POOL</b>				
01-16-02	Aaron Erwin, Aaron's Extermina	116206	Spray for pests-Swimming Pool	25.00
01-16-02	OK TAX COMMISSION	116552	Pool Sales Tax August 2023	32.33
01-16-03	OK NATURAL GAS CO	116344	210179188116772973	48.56
01-16-03	Public Service Company of Okla	116278	***-*84-600-0-5	542.93
01-16-03	Verizon Wireless 2264	116363	Cell Phone Swimming Pool	24.67
Total SWIM POOL				<u>673.49</u>
<b>ZONING</b>				
01-19-02	Cordray, Tony	116607	Board of Adjustment Meeting 9/	25.00
01-19-02	Flock, Mike	116610	Board of Adjustment Meeting 9/	25.00
01-19-02	Hilburn,Elizabeth	115631	Property Annexation 7/20/2023	25.00
01-19-02	Hilburn,Elizabeth	116606	Board of Adjustment Meeting 9/	25.00
01-19-02	Patrick, Dennis	116608	Board of Adjustment Meeting 9/	25.00
01-19-02	YOUNG, BOB	116609	Board of Adjustment Meeting 9/	25.00
Total ZONING				<u>150.00</u>
<b>SENIOR CITIZENS</b>				
01-40-03	OK NATURAL GAS CO	116345	210173832116330745	228.57
01-40-03	Public Service Company of Okla	116289	***-*25-711-0-7	26.99
01-40-03	Public Service Company of Okla	116291	***-*39-600-0-6	965.34
01-40-03	Public Service Company of Okla	116290	***-*39-600-0-1	715.99
01-40-07	Senior Citizens Center	116222	per Contract	3,116.51
Total SENIOR CITIZENS				<u>5,053.40</u>
<b>FINANCE OFFICER</b>				
01-42-02	Hood & Associates, CPA's P.C.	116334	Finance Accounting	1,384.00
Total FINANCE OFFICER				<u>1,384.00</u>
<b>CODE COMPLIANCE</b>				
01-43-01	Personnel Services-Compliance	PAYROLL	PAYROLL 09/22/2023	2,649.09
01-43-01	Personnel Services-Compliance	PAYROLL	PAYROLL 09/08/2023	2,048.60
01-43-02	BancFirst	116436	mail notices, purch tie downs/	52.54
01-43-02	BancFirst	116486	Henry G lunch training	10.44
01-43-02	Clean Uniform Company	116316	Uniform Rental-Compliance/Code	15.75
01-43-02	QUILL CORPORATION	116122	ink, printable tabs	203.77
01-43-02	Sam's Tire Shop, LLC	116121	Replace mower tire	45.00
01-43-03	Verizon Wireless 2264	116364	Cell Phone Compliance/Code Enf	69.44
01-43-04	Fleet Services	116243	Fuel-Compliance/Code Enforceme	202.31
01-43-31	Craig Co Clerk	116422	10 liens, 4 releases	252.00
01-43-31	Craig Co Clerk	116583	Release lien Harrison	18.00
01-43-31	Craig Co Clerk	116584	Release lien McComb	18.00
Total CODE COMPLIANCE				<u>5,584.94</u>
<b>STREET &amp; ALLEY</b>				
01-50-03	Public Service Co of Oklahoma	116310	***-411-541-0-1	3,795.15
01-50-03	Public Service Company of Okla	116296	***-*86-838-0-5	6.49
01-50-03	Public Service Company of Okla	116295	***-*60-331-0-2	85.87
01-50-03	Public Service Company of Okla	116294	***-*22-2884-0-2	111.09
01-50-03	Public Service Company of Okla	116293	***-*53-639-0-6	252.27
01-50-03	Public Service Company of Okla	116292	***-*39-345-0-1	36.30
01-50-03	SignalTek, Inc.	116223	Traffic Control	120.00
01-50-03	TLS Group, Inc	116420	August Service Calls	2,398.35
Total STREET & ALLEY				<u>6,805.52</u>
<b>SALES TAX CIP</b>				
05-32-08	RCB	116224	Lease Agreement #4173985	3,794.31

*\$422,699.81*

<u>G/L Account</u>	<u>Vendor Name</u>	<u>PO No.</u>	<u>Description</u>	<u>Amount</u>
<b>SALES TAX CIP</b>				
05-32-10	Lee Enterprises Inc	116385	Classified ads Sewer Repl Proj	170.85
05-32-10	OK Water Resources Board	116423	short paid ORF-04-0005-CW	3.00
Total SALES TAX CIP				<u>3,968.16</u>
<b>LIBRARY GRANT</b>				
15-55-02	Baker & Taylor	116089	Books	141.17
15-55-06	PNC BANK c/o First Book	116438	BBC-Book	222.63
Total LIBRARY GRANT				<u>363.80</u>
<b>REVOLVING FUND</b>				
30-00-30	Blue Cross and Blue Shield	116225	Ins Premiums-Retirees,Cobra	623.93
30-00-30	MetLife	116228	Ins Premiums-Retirees	266.45
30-00-30	OK Uniform Building Code Comn	116428	19 permits issues August 2023	76.00
30-00-30	Robinson Glass BA Commercial	116424	repair door-Water Damage City	564.00
30-00-30	SERVPRO of Bartlesville/Miami	116378	dry out water damage City Hall	11,799.22
30-00-30	That Guy Carpentry Handyman Sv	116068	repair water damage City Hall	8,341.43
Total REVOLVING FUND				<u>21,671.03</u>
<b>ECONOMIC DEVELOPMENT</b>				
46-46-02	Bank of America Business Card	116617	National Main Street 8/18/2023	350.00
Total ECONOMIC DEVELOPMENT				<u>350.00</u>
<b>HOTEL/MOTEL TAX</b>				
67-67-01	Boyce Investments	116349	Billboard	375.00
67-67-01	Cicley Downing/Pony Express	116174	Sponsorship for Pony Express	1,000.00
67-67-01	Craig Co Cruisers	116457	Rt 66 Car Show Sponsorship	2,000.00
67-67-01	Eastern Trails Museum, Inc.	116235	Monthly Support	1,600.00
67-67-01	Public Service Company of Okla	116299	***.*50-354-0	26.99
67-67-01	Public Service Company of Okla	116297	***.*54-245-0	26.99
67-67-01	Public Service Company of Okla	116300	***.*47-177-0	26.99
67-67-01	Vinita Chamber of Commerce	116456	2023 Worlds Largest Calf Fry s	2,000.00
Total HOTEL/MOTEL TAX				<u>7,055.97</u>
<b>POLICE GRANT</b>				
70-17-01	CDW-G INC	116523	warranty on two computers	570.00
70-17-01	CDW-G INC	116566	purchase computer	5,085.00
Total POLICE GRANT				<u>5,655.00</u>
<b>POLICE RESERVE</b>				
84-76-76	J and J Custom Fire, Inc	116565	Poly Equipment Box	1,707.80
Total POLICE RESERVE				<u>1,707.80</u>
<b>METER DEPOSIT REFUND</b>				
95-00-02	AMIE SCHEER	INV163077	meter dep ref @ 1000 W Illinois	80.93
95-00-02	ANTONI WALDSCHMIDT	INV163074	meter dep ref @ 1400 W Hope #3	2.16
95-00-02	APRIL GARCIA	INV163071	meter dep ref @ 348 S Foreman	51.08
95-00-02	BELINDA JASMIN	INV163081	meter dep refund @ 236 S Adair	51.08
95-00-02	ELAINE & STEVE	INV163069	meter dep & 2nd meter dep @ 53	10.30
95-00-02	HOMER M SANDERS	INV163079	meter deposit @ 442 N First	100.00
95-00-02	JOEL & TARA LEASURE	INV163073	meter dep ref @ 604 S Brewer	51.08
95-00-02	JOSHUA FREEMAN	INV163068	meter dep ref @ 514 N Miller	51.08
95-00-02	JULIO GUERRA	INV163072	meter dep ref @ 426 S Smithr	51.08
95-00-02	LEROY SUNDAY	INV163083	meter dep ref @ 105 W Tahlequa	91.21
95-00-02	LOUIS BROWN	INV163070	meter dep ref @ 202 S Fourth (	19.74
95-00-02	MAXIMILLIAN HENTON	INV163078	meter dep ref @ 625 1/2 W Tahl	51.08
95-00-02	MELISSA WISDOM	INV163080	meter dep ref @ 1400 W Hope #1	2.16
95-00-02	PAMELA CHARLES	INV163082	meter dep ref @ 452 N Brewer	51.08
95-00-02	SHAUNA MANDELLA	INV163076	meter dep ref @ 226 S Adair	100.00
95-00-02	SONIA ADAMS	INV163075	meter dep ref & 2nd meter dep	200.00
95-00-02	Steeber,Rebecca	116388	Meter Deposit refund Rita Brow	51.82

9/29/2023

**Bills Payable**  
09/01/2023 thru 09/30/2023

8

<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	VERNON WOOLMAN	INV163067	meter dep ref @ 301 S Bell	2.16
95-00-02	VINITA UTILITIES AUTHORIT	INV163084	meter dep ref @ Aug 2023	<u>2,043.78</u>
Total	METER DEPOSIT REFUND			<u>3,061.82</u>
<b>VINITA LAKE PARK</b>				
98-98-02	Craig Co Rural Water Dist #2	116348	Acct 1500101 442050 E 240 RD	52.49
98-98-02	NE Okla Electric Cooperative	116326	940451 Vinita Lake Park	<u>53.00</u>
Total	VINITA LAKE PARK			<u>105.49</u>
			<b>Grand Total</b>	<u><u>466,638.88</u></u>





(918) 783-5793  
Fax: (918) 783-5786

## CONTRACT FOR ADMINISTRATIVE SERVICES

This agreement is between the City of Vinita hereinafter referred to as the City or governing body, and Grand Gateway Economic Development Association, hereinafter referred to as Contractor, for the consideration hereinafter set forth, agree as follows:

This contract shall become effective upon approval and execution by the governing body. The contract shall remain in effect, renewing annually on the first day of the governing body's fiscal year unless the City's Board of Trustees votes not to ratify this Agreement for the next ensuing budget year (July 1 through June 30), then such non-action by the Board of Trustees shall be construed as ratification of the Contract for the next ensuing budget year (subject to its right of termination set forth below) until all terms and conditions herein are completed or is terminated by the governing body under the language hereinafter set forth.

The Contractor understands that this contract is entered into to provide the governing body with administrative services for implementing a Community Development Block Grant (CDBG) program funded project identified as Project #19016 CDBG 22.

Administrative services are required in implementing and carrying out the project funded by the Oklahoma Department of Commerce. Required Services are specified in Attachment "A".

Services as specified in Attachment "A" are subject to the following conditions:

1. The Oklahoma Department of Commerce funds the specified project for the amount of funding requested.
2. The City shall have the option to accept the services of the Contractor beginning with the start date of the Community Development Block Grant contract received from the Oklahoma Department of Commerce or at a later date specified. **Notification of acceptance of said services shall be in writing to the Contractor.** The City agrees to pay the Contractor as compensation for administrative consulting services the total sum not to exceed **\$22,200.00 of the total grant amount, or the amount specified in the Oklahoma Department of Commerce's Budget, should the grant be received.** The Contractor will be reimbursed in three (3) payments, the first of which will become due after release of funds, the second will become due during the construction period, and the final payment will become due during contract closeout procedures. In the event the project scope is acquisition, the second payment will become due when the governing body contracts for purchase or encumbers funds for the purchase. The first and final payments will remain consistent with the aforementioned schedule. The Contractor will request reimbursement from the governing body for all services rendered and document all services provided by written invoice. Said invoice, if requested by the governing body, shall include a narrative report, which provides a



brief description of the services provided.

3. The "Term of this Contract shall consist of the "Original Term" and three (3) successive "Renewal Terms" until the "Expiration Date" specified on Exhibit "A". The Original Term will become effective upon June 1, 2023 and shall terminate on June 30, 2023 (the "Original Term"). Town agrees that, until the Expiration Date, unless the City's Board of Councilors votes not to ratify this Agreement for the next ensuing budget year (July 1 through June 30), then such non-action by the Board of Councilors shall be construed as ratification of the Contract for the next ensuing budget year (subject to its right of termination set forth below). The Termination Date is December 31, 2025 or sixty (60) days after completion of the Town of Vinita CDBG Public Library Improvement project, whichever occurs first. Notification of acceptance of said services shall be in writing to the Contractor.
4. Contractor shall not begin to provide any services as specified until written notification from the governing body is received.
5. The governing body shall have the option to decline the services of the contractor for either of the following reasons:
  - a. The Oklahoma Department of Commerce funds the project at a lower amount than the amount requested.
6. The governing body determines such services may be provided by staff at a lower cost.

## **GENERAL TERMS AND CONDITIONS**

### **Subcontract Notification Provision**

None of the work and services covered by this contract may be sub-contracted without written consent of the governing body. In no event will any sub-contract incur any obligation on the part of the governing body.

### **Modification**

This contract is subject to such modification as may be required by federal or state law or regulations. The work and services to be performed and the total contract amount may be modified only upon written agreement of both parties and approval by the Oklahoma Department of Commerce.

### **Interpretation, Remedies**

In the event the parties fail to agree on changes or interpretations of this contract, the reasonable decision of the governing body shall prevail.

In the event of any disagreement between the Contractor and the governing body relating to the technical competence of the work and services being performed and its conformity to the requirements of this contract, the reasonable decision of the governing body shall prevail.

Neither forbearance nor payment by the City shall be construed to constitute waiver of any remedies for any default or breach by the Contractor that exists then or occurs later.

## **Severability Clause**

If any provision under this contract or its application to any person or circumstance is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of this contract or its application that can be given effect without the invalid provision or application.

## **Hold Harmless Clause**

Contractor shall, within limitations placed on such entities by state law, save harmless the State of Oklahoma, its agents, officers, and employees and the governing body, its agents, officers and employees from all claims and actions, and all expenses defending same, that are brought as a result of any injury or damage sustained by any person or property in consequence of any act or omission by contractor. Contractor shall, within limitations placed on such entities by state law, save harmless the State of Oklahoma, its agents, officers, and employees and the governing body, its agents, officers and employees from any claim or amount recovered as a result of infringement of patent, trademark, copyright, or from any claim or amounts arising or recovered under Workers' Compensation Law or any other law. In any agreement with any subcontractor or any agent for contractor, Contractor will specify that such subcontractors or agents shall hold harmless the State of Oklahoma, its agents, officers, and employees, and the governing body, its agents, officers and employees for all the hereinbefore described expenses, claims, actions, or amounts recovered.

## **Personnel**

The Contractor represents that it has, or will secure at its own expense, all personnel required in performing the services under this contract. Such personnel shall not be employees of or have any contractual relationship with the governing body.

The Contractor has full responsibility for payment of worker's compensation insurance, unemployment insurance, social security, state and federal income tax, and any other deductions required by law for its employees.

All of the services required hereunder will be performed by the Contractor or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.

## **Termination of Contract for Cause**

If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this contract, the governing body shall thereupon have the right to terminate this contract by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least 30 days before the effective date of such termination. In such event, the Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder. Notwithstanding the above, the Contractor shall not be relieved of liability to the governing body for damages sustained by the governing body by virtue of any breach of the contract by the Contractor, and the governing body may withhold any payments to the Contractor until such time as the exact amount of damages due the governing body from the Contractor is determined.

## **Termination for Convenience of the Governing Body**

The governing body may terminate this contract at any time by giving at least 30 days notice in writing to the Contractor. If the contract is terminated by the governing body as provided herein, the Contractor will be paid for the time provided and all allowable expenses incurred up to the termination date.

### **Conflict of Interest**

No member of the governing body, and no other officer, employee, or agent of said government who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this agreement, and the Contractor shall take appropriate steps to assure compliance.

### **Interest of Contractor and Employees**

The Contractor covenants that it presently has no interest and shall not acquire interest, directly or indirectly, in the project area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of its services hereunder. The Contractor further covenants that in the performance of this agreement no person having any such interest shall be employed.

### **Reports and Information**

The Contractor, at such times and in such forms as the governing body may require, shall furnish the City such periodic reports as it may request pertaining to the work or services undertaken pursuant to the contract, costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this contract.

Contractor shall furnish the governing body narrative reports and the governing body or Federal and State grantor agencies may require financial reports related to the elements of this contract in the forms and at such times as they determine.

### **Compliance with Local Laws**

The Contractor shall comply with all applicable laws, ordinances and codes of the state and local governments, and the Contractor shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this contract.

### **Copyright**

No reports, maps, or other documents produced in whole or in part under this contract shall be the subject of an application for copyright by or on behalf of the Contractor or its agents.

### **Records and Audits**

Contractor shall assist the governing body, in retaining all books, documents, papers, records and other materials involving all activities and transactions related to this contract for at least three (3) years from the date of submission of the final expenditure report or until all audit findings have been resolved, whichever is later. Contractor shall, as often as deemed necessary by the governing body, permit authorized representatives of the Oklahoma Department of Commerce, the U.S. Department of Housing and Urban Development, the Federal or State Department of Labor and the U.S. Comptroller General to have full access to and the right to fully examine all such materials.

## **Anti-Kickback Regulations**

The Contractor shall comply with all applicable anti-kickback regulations covered under Department of Labor Regulation 29 CFR, Part III.

## **Equal Employment Opportunity**

The Contractor shall comply with the following equal opportunity requirements as part of CDBG assurances:

1. Civil Rights Act of 1964, Title VI
  - a. Contractor shall comply with Title VI of the Civil Rights Act of 1964, which provides that no person in the United States shall on the grounds of race, religion, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives federal financial assistance.
2. Housing and Community Development Act of 1974, Section 109
  - a. Contractor shall comply with Section 109 of the Housing and Community Development Act of 1974, which provides that no person in the United States shall on the grounds of race, color, religion, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded under the Act.
3. Housing and Urban Development Act of 1968, Section 3
  - a. Contractor shall comply with Section 3, which provides that to the greatest extent feasible, training and employment opportunities shall be made available to lower income residents of the unit of local government or metropolitan area (or non-metropolitan City) in which the project is located, and that contracts be awarded to small businesses located within or owned in substantial part by residents of the same metropolitan area (or non-metropolitan City) as the project.
4. Affirmative Action
  - a. Contractor shall take affirmative action steps to contract with small and minority owned firms and women business enterprises as a part of the requirements of 24 CFR Part 85.36 or 24 CFR Part 570, Sub-part J. Affirmative Action steps include, but are not limited to, the following:
    - b. Including qualified small, minority and women business enterprises on solicitation lists.
    - c. Assuring that small, minority and women business enterprises are solicited whenever they are potential sources.
    - d. When economically feasible, dividing total requirements into smaller tasks or quantities to

permit maximum small, minority and women business enterprises participation.

- e. Where the requirement permits, establishing delivery schedules which will encourage participation by small, minority and women business enterprises.
- f. Using the services and assistance of the Small Business Administration, the Office of Minority Business Enterprise of the U.S. Department of Commerce, and the local minority business development center that assists with management and technical aspects and maintains a directory of minority contractors, suppliers and vendors.
- g. If any subcontracts are to be let, it requires the prime contractor to take the affirmative action steps in a. through e. above.

**Age Discrimination Act Of 1975**

Contractor shall comply with the provisions of the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age in the delivery of services and benefits supported by federal funds.

**Rehabilitation Act of 1973, Section 504**

Contractor shall comply with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap in any programs or activities receiving federal financial assistance.

Executed By:

City of Vinita, Contractor

Josh D. Lee  
Mayor

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

ATTEST: (City Seal)

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

Executed By:

Grand Gateway EDA

Errin L. Clocker  
Executive Director

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_

## **SCOPE OF SERVICE**

The Contractor, at the option of the governing body, shall:

- ◆ With the assistance of the community, conduct Public Hearings. This includes, but is not limited to, such things as conducting public hearings, preparing public notices, etc.
- ◆ Prepare Environmental Review Record for all activities. For activities which are not exempt from Environmental Assessments, an Environmental Assessment will be prepared. Responsibilities include making a recommendation to the local governing body as to a finding of the level of impact, preparation of all required public notices, preparation of Request for Release of Funds, and acquiring adequate documentation. For activities which are exempt and/or categorically excluded from Environmental Assessments, prepare a written Finding of Exemption, which should identify the project or activity, and under which of the categories of exemption it falls. Also include documentation of compliance with requirements of historic preservation, flood plains and wetlands, and other applicable authorities.
- ◆ Assist in the preparation of all Release of Funds requirements for contract with the Oklahoma Department of Commerce/Division of Community Development Services (ODOC/CDS). Coordinate with the community the Request for Payments to ensure consistency with the draw down procedures established by ODOC/CDS for the CDBG program.
- ◆ Ensure that the community has an acceptable financial management system as it pertains to finances of the CDBG program.
- ◆ An acceptable system includes but is not limited to; cash receipts and disbursement journal, and general ledger, and should conform to generally accepted accounting principles.
- ◆ Establish project files in the governing body's principle offices. These files must demonstrate compliance with all applicable state, local and federal regulations. The contractor must monitor project files throughout the program to ensure they are complete, and that all necessary documentation is being retained in the community's files.
- ◆ Assist in the preparation of all bid documents and supervise the bidding process consistent with state and federal regulations.
- ◆ Secure the Secretary of Labor's wage decision from the State and include it in bid specifications.
- ◆ Assist in the preparation of construction contracts, which comply with federal regulations and monitor contractor compliance with all applicable regulations, as is required by the Oklahoma Department of Commerce Contract and Contractors Implementation Manual.
- ◆ Insure successful bidder signs non-debarment statement.
- ◆ Conduct or assist in the on-site interviews and compare the results with appropriate payrolls.
- ◆ Make progress inspections and certify partial payment requests.
- ◆ Make a final inspection and prepare a final request for payment of funds.

- ◆ Assist in the preparation of closeout documents to include Project Completion Report, Final Wage Compliance Report, and Certificates of Completion.

## STATEMENT OF PRICE

**Name and Address of Contractor:**

Grand Gateway Economic Development Association  
P.O. Drawer B  
Big Cabin, Oklahoma 74332-0502

**Federal Employer ID Number:** 73-0748320

Statement of Price for Administration of the Community Development Block Grant Contract.

Three equal payments divided into \$22,200.00 will be reimbursed to the Contractor at the specified stages of administrative progress listed below:

***1<sup>st</sup> Payment - After release of funds***

***2<sup>nd</sup> Payment – During the Construction Phase of the Contract or After Equipment is received***

***3<sup>rd</sup> Payment - During project closeout procedures***

All costs are calculated on a reimbursable basis and include travel, direct and indirect costs for performing scope of services in Attachment A.

The maximum cost to be charged shall not exceed \$22,200.00.

I certify the above stated price is true and correct, and that I am authorized to submit it on behalf of the Contractor.

\_\_\_\_\_  
Errin L. Clocker, Executive Director

\_\_\_\_\_  
Date





September 19, 2023

City of Vinita  
Attn: Mayor Josh Lee  
104 East Illinois  
P.O. Box 329  
Vinita, OK 74301

Dear Mayor Lee,

On behalf of The Cresap Foundation, I am pleased to enclose a check in the amount of \$100,000.00. This grant should be used exclusively for Animal Shelter (PAAS) Support. Your deposit, negotiation, or endorsement of the enclosed check will constitute your assurance that grant funds will be used exclusively for charitable purposes. Additionally, you agree to the following:

- According to IRS regulations, please supply us with an acknowledgment indicating that no goods or services were received by anyone associated with The Cresap Foundation. And,
- You agree to maintain records of how these funds are spent and, if requested by the Foundation, will provide copies of this documentation at any time. Any funds not used for the purpose described in this letter must be returned to the Foundation unless agreed otherwise.

We are pleased to have the opportunity to make this contribution to your organization and wish you the very best in your endeavors.

Sincerely,

Kari Blakley  
Grants Manager

Enclosure



Axon Enterprise Inc.  
 PO BOX 29661  
 DEPARTMENT 2018  
 PHOENIX, AZ 85038-9661  
 Ph: 1-480-991-0797, option 5, option 1  
[arinquiries@axon.com](mailto:arinquiries@axon.com)  
[www.axon.com](http://www.axon.com)  
 TIN: 86-0741227  
 DUNS Number: 832176382  
 UEI Number: TBW7MGPYURM7

# Invoice

Invoice ID INUS182859  
 Date 01-Sep-23  
 Page 1 of 3  
 Sales Order  
 Requisition  
 Your Ref Q-482041  
 Our Ref  
 Payment Net 30 days  
 Invoice Account 466916  
 Terms of Delivery FCA

116117

### BILL TO

Vinita Police Dept. - OK  
 104 E Illinois Ave  
 Vinita, OK 74301-3240  
 USA

### SHIP TO

Vinita Police Dept. - OK  
 104 E Illinois Ave  
 Vinita, OK 74301-3240  
 USA

Line No.	Ship to*	Bundled Item Number	Bundled Description	Bundled Quantity	Unit Price	Amount
1		T7Basic	TASER 7 Basic Bundle	5.00		12,600.00
4	1	22179	TASER 7 INERT CARTRIDGE, STANDOFF (3.5-DEGREE) NS Tax Date 01-Sep-23	2.00	51.95	103.90
5	1	22181	TASER 7 INERT CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS Tax Date 01-Sep-23	2.00	51.95	103.90
6	1	22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS Tax Date 01-Sep-23	27.00	40.25	1,086.75
7	1	22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS Tax Date 01-Sep-23	27.00	40.25	1,086.75



### PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS182859	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS182859	Reference No INUS182859	Tempe, AZ 85283
					Reference No INUS182859

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire



Axon Enterprise Inc.  
 PO BOX 29661  
 DEPARTMENT 2018  
 PHOENIX, AZ 85038-9661  
 Ph: 1-480-991-0797, option 5, option 1  
[arinquies@axon.com](mailto:arinquies@axon.com)  
[www.axon.com](http://www.axon.com)  
 TIN: 86-0741227  
 DUNS Number: 832176382  
 UEI Number: TBW7MGPYURM7

# Invoice

Invoice ID INUS182859  
 Date 01-Sep-23  
 Page 2 of 3  
 Sales Order  
 Requisition  
 Your Ref Q-482041  
 Our Ref  
 Payment Net 30 days  
 Invoice Account 466916  
 Terms of Delivery FCA

**BILL TO**  
 Vinita Police Dept. - OK  
 104 E Illinois Ave  
 Vinita, OK 74301-3240  
 USA

**SHIP TO**  
 Vinita Police Dept. - OK  
 104 E Illinois Ave  
 Vinita, OK 74301-3240  
 USA

Sales Amount	14,981.30
Misc. Charges	0.00
Discount	0.00
Sales Tax	0.00
<b>Total</b>	<b>14,981.30</b>
Amount Received	0.00
<b>BALANCE DUE</b>	<b>USD 14,981.30</b>

Payment Due 01-Oct-23

## PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS182859	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS182859	Reference No INUS182859	Tempe, AZ 85283
					Reference No INUS182859

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire

October 3, 2023

Administrator report

Interviewed for the utility department. We have 5 current employs to interview. We did not have anyone from outside apply. Setup with Moorehead construction to lay asphalt on the industrial water road.

9/21/23 Moorehead is paving the road at the Industrial Park. Meeting electrician at the airport to get 3 runway lights fixed so the FAA can do a night flight to start setting a GPS approach for our airport. The electrician has arrived and is working on the runway lights.

Had the pre-construction meeting with Mears engineering and Wayne Moorhead for the Attucks sewer line crossing

City hall has been very busy with the day-to-day things going on all departments seem to be moving forward verry well.

On the 26 Justin went over personal and decided to move Kavin Cates to the utility foreman position. He started on the 28 I believe he will do a terrific job.

On the 28 had zoom meeting with the main street group it went very well. On Monday the 2 a group of 50 o s u students will be in Vinita doing projects for the class room curriculum in engineering.

# Council Meeting

**Date: October 3rd 2023**

**Employees:**

**Vehicles:**

Unit 5 went to the shop for a new shifter linkage.

**Training:**

CPR classes conducted for the officers by the Vinita Fire Department. Mental Health Training provided to the Officers by Grand Nation on October 23<sup>rd</sup>. AR-15 Operator training conducted on October 5<sup>th</sup> and 6<sup>th</sup> for the Officers. This training was provided by Lt. Rick Mendez with the Oklahoma Highway Patrol.

**Community:**

We were out for the Pony Express Rodeo. I spoke at the 2<sup>nd</sup> Amendment organization of Craig County on September 26<sup>th</sup>. The month of October will be busy with community events.

**Grant:**

The Chevrolet Dealership has made a donation to the Vinita Police Department in the amount of \$2,500.00. This is part of a program the Chevrolet Dealership does every year to support Police and Fire Department. The money will be used to purchase equipment such as a speaker system for the offices to broadcast radio traffic, CPR 1 time use mouth and 1 way valve for the units, fire extinguishers for the units, and quarter zip jackets for dispatchers. Filed for a new JAG Grant to purchase 2 more laptops. The grant is in the amount of \$10,000.00 if granted. We are currently filing a grant through Craig County 911 in the amount of \$14,000.00. This grant is an automatic grant and is used to replace furniture and 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. Hydrant testing has been completed, and I will send over a list of the hydrants tested to Justin. We will begin to start testing the pumps on the engines now.

### **Incidents**

As of this morning we have responded to 130 incidents this month. Again, right on pace for our normal average.

### **Personnel**

Our employee that underwent knee surgery has been released back to full duty without any restrictions.

### **Apparatus**

Engine 4 is going to have to have a new turbo put on it. The part has been ordered and should arrive later this week. I received an estimate for the cost of the repairs, and it is just over 10k. I am currently getting other quotes. I anticipate other quotes will be right in the same ballpark.

### **Training**

Our EMT advanced class is still going well. We will be hosting two pump operator classes in the near future. One this month and one in November.

As always, please reach out with any questions or concerns.



Vinita Public Library  
Department Report to City Council  
Oct. 3, 2023

**OPEN HOUSE:** The Library birthday Open House is scheduled for Saturday, October 7 at 11 am. We will have refreshments and cupcakes. We have activities planned for kids, including face painting, library scavenger hunt, guess “how many book worms in a jar”, and coloring sheets. There will be games in the courtyard for families, and inside the library will be special displays of the Vinita Library’s history, library scrapbooks, and “A Century of Librarians”.

The library’s staff collaborated to create a book bag design unique to Vinita and Oklahoma. The book bag will be featured in a gift basket raffle and will also be available for purchase. The open house is open to the community.

There will be a feature article in the Vinita Daily Journal about the open house and the history of the library celebrating 100 years.



The poster is for the Vinita Public Library's 100th anniversary Open House. It features a light blue background with a white central area. At the top, there is a string of colorful triangular bunting flags in shades of orange, yellow, and blue. Below the bunting, the words "Open House" are written in a black, cursive font inside a blue hand-drawn rectangular frame with loops at the corners. Underneath this, the text "VINITA PUBLIC LIBRARY" is written in a simple, black, sans-serif font. To the right of this text, the number "100" is written in a large, blue, sans-serif font, with the word "Years!" written in a yellow, cursive font to its right. Further right is an illustration of a round birthday cake with red frosting, white icing, and a single lit candle. Below the "100 Years!" text, the date and time "Saturday, Oct. 7 at 11 am" are written in a bold, black, sans-serif font. In the center of the poster, the text "Come celebrate our Birthday! Cake, Refreshments, Raffle & more!" is written in a black, sans-serif font. To the left of this text are two coffee mugs, one red and one orange. To the right is an illustration of a yellow pitcher and a glass of orange juice with a straw. At the bottom of the poster, there are three columns of text listing activities: "Special Displays: Vinita's Librarians, Scrapbooks, Library Building", "Games in the Courtyard, Kid's Scavenger Hunt, Face Painting, Guess how many 'Bookworms in a Jar'", and "Vinita Library Book Bag Raffle & Sale". To the right of this text is an illustration of a stack of three books. At the very bottom of the poster, the address "215 W. Illinois Ave., Vinita" and the phone number "918-256-2115" are written in a small, black, sans-serif font.

Open House

VINITA  
PUBLIC  
LIBRARY

100  
Years!

Saturday, Oct. 7  
at 11 am

Come celebrate our Birthday!  
Cake, Refreshments,  
Raffle & more!

Special Displays:  
Vinita's Librarians,  
Scrapbooks,  
Library Building

Games in the Courtyard,  
Kid's Scavenger Hunt  
Face Painting  
Guess how many  
"Bookworms in a Jar"

Vinita Library Book  
Bag Raffle & Sale

215 W. Illinois Ave., Vinita 918-256-2115

Children’s programs offered this month are on Monday, Oct. 23<sup>th</sup> for our “Little Readers” (ages 5 & under) at 11 am. On Oct. 23<sup>th</sup> at 3:15 pm is a program for children ages 6 & up. A teen Mario Cart Tournament program is being planned for late October.

Respectfully submitted,  
Vanessa Hicks, Library Director