



Regularly Scheduled **Vinita Utilities Authority (VUA) Meeting**  
Tuesday, September 19, 2023, 5:30 p.m., City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma.

### AGENDA

1. The Pledge of Allegiance and the Salute to Oklahoma Flag.
2. Roll Call.
3. Recognition of Visitors and Public Comments.
4. Consideration and appropriate action relating to a request for VUA approval of the Consent Agenda:
  - A. Minutes from the September 5, 2023 VUA Meeting.
  - B. Hire David Herman VUA Utility Full-Time effective September 20, 2023.
5. Discussion, consideration and possible action relating to items removed from Consent Agenda.
6. Discussion, consideration and possible action to approve bid on side loader Solid Waste New Truck.
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.
8. VUA Superintendent Report.
9. New Business.
10. Adjourn.

  
Brian Prince, Secretary

Posted September 14, 2023, at 3:40 Pm .

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The regularly scheduled **Vinita Utilities Authority (VUA) Meeting** was held on Tuesday, September 5, 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 1, 2023 at 3:00 p.m.

Legal Counsel: Ryan Olsen

Mayor Josh Lee called the meeting to order at 5:30 p.m.

## MEETING MINUTES

1. The Pledge of Allegiance and Salute to Oklahoma Flag was led by Councilor Skip Briley.
2. Roll Call. Members attending: Kevin Wofford, Roger Tyler, John Swift, Stephanie Hoskin, 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 to approve Consent Agenda:

- A. Minutes from the August 15, 2023 VUA Meeting.
- B. VUA August 2023 Bills Payable.

City Clerk Brian Prince noted that there needs to be an amendment in the Minutes presented.

Motion by Young, seconded by Briley, to approve Item A Minutes from the August 15, 2023 VUA Meeting as amended by Prince. Motion: Passed.

Motion by Tyler, seconded by Wofford, to approve Item B VUA August 2023 Bills Payable. Motion: Passed.

5. Discussion, consideration and possible action with recommendations from Water and Sewer Committee on Budgetary Items for the FY23-24:

- A. Vinita Utilities Authority Budget and Detail.

Chairman Danny Lankford gave detail on the FY 23-24 VUA Budget:

VUA Budget \$4,631,694.21  
VUA Building, Property, & Support \$458,972.43  
VUA Utility Capital Outlay \$145,000.00  
VUA Solid Waste Reserve Account \$308,690.37  
VUA WTP/WWTP Reserve \$184,531.41

Motion by Lankford, seconded by Swift, to approve Vinita Utilities Authority Budget and Detail. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

6. VUA Superintendent Report.

Justin Smith gave an update on the DEQ inspection at the WWTP. Very clean and no violations

7. New Business.

None.

8. Adjourned at 5:45 p.m.

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

Josh D. Lee, Chairman

ATTEST:

Brian Prince, Secretary



Regularly Scheduled **Vinita City Council Meeting**

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.

**AGENDA**

1. Roll Call.
  2. Recognition of visitors.
  3. Veteran Recognition.
  4. Consideration and appropriate action relating to a request for City Council approval of the Consent Agenda:
    - A. Actions taken during the VUA meeting.
    - B. Minutes from the September 5, 2023, City Council meeting.
    - C. Treat in the Street October 31, 2023 close 100 Block South Smith Street.
  5. Discussion, consideration and possible action relating to items removed from Consent Agenda.
  6. Discussion, consideration, and possible action regarding abatement on Jack Smith Properties.
  7. Discussion, consideration, and possible action 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.
  8. Discussion, consideration, and possible action on FY23-24 IAFF LOCAL NO 2814 Contract.
  9. Discussion, consideration, and possible action on Ordinance NO 3822; Amending Title 9 Building Regulations in City Code; Section 9-1-4, 9-2-4.
  10. Discussion, consideration, and possible action Resolution NO 2023-3823; Amending the Building Permits; Fees for Residential, Commercial; and Declaring an Emergency.
  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.
  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.
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## CONT AGENDA

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 14, 2023 at 3:40 Pm

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The regularly scheduled **Vinita City Council Meeting** was held on Tuesday, September 5, 2023 immediately following the Vinita Utilities Authority (VUA) Meeting at 5:30 p.m., in the City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma. Public notice of the meeting was given by posting the agenda at City Hall on September 1, 2023 at 3:00 p.m.

Legal Counsel: Ryan Olsen

Mayor Josh Lee called the meeting to order at 5:45 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 Hoskin, to approve roll call from VUA Meeting. Motion: Passed.

2. Recognition of Visitors and Public Comments.

No cards or emails were submitted.

3. Consideration to approve Consent Agenda:

A. Actions taken during the VUA meeting.

B. Minutes from the August 15, 2023, City Council meeting.

C. Minutes from the August 22, 2023, Special Public Hearing meeting.

D. Minutes from the August 29, 2023, Special City Council meeting.

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

4. Discussion, consideration and possible action on Finance Ordinance 3821; Bills Payable.

Motion by Tyler, seconded by Hoskin, to approve Finance Ordinance 3821; Bills Payable.  
Motion: Passed.

5. Discussion, consideration and possible action on Finance Ordinance 3821 Emergency Clause.

Motion by Tyler, seconded by Hoskin, to approve Finance Ordinance 3821 Emergency Clause.  
Motion: Passed.

6. Discussion, consideration and possible action on Ordinance 3820; AN ORDINANCE REVISING CERTAIN PROVISIONS OF ORDINANCE NO. 3157 LEVYING AND ASSESSING A SALES TAX OF FIVE PERCENT (5%) IN ADDITION TO PRESENT SALES TAXES UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM RENTS RECEIVED FROM OCCUPANCY OF SHORT-TERM RENTAL FACILITIES.

This ordinance has no change in the percentage of tax voted by the people in 2001 a 5% Hotel Motel Tax. This new language change included in this Ordinance is size of rental, VRBO, travel trailer, and short term rentals to name a few changes. Finance Committee has already reviewed this Ordinance and ready for full vote.

Motion by Hoskin, seconded by Tyler, to approve Ordinance 3820. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

7. Discussion, consideration, and possible action on Ordinance 3820 Emergency Clause.

Motion by Hoskin, seconded by Tyler, to approve Ordinance 3820 Emergency Clause. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

8. Discussion, consideration, and possible action on hiring of Economic and Community Development Coordinator.

City Administrator Allen Goforth recommended hiring Misty Deffenbaugh as the new Coordinator.

Motion by Hoskin, seconded by Tyler, to approve to hire Misty Deffenbaugh as the Economic and Community Development Coordinator. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

9. Discussion, consideration and possible action on Public Nuisance Demolition Public Bid proposal.

Over all best bid is All-Terrain for \$12,000.00

Motion by Briley, seconded by Swift, to approve winning bid to All-Terrain in the amount of \$12,000.00 Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

10. Discussion, consideration and possible action on Invoice 1268 in the amount of \$11,799.22 from SERVRO for water damage restoration in City Hall

This work is for the water damage in City Hall. OMAG has already sent the insurance claim check to the City.

Motion by Wofford, seconded by Tyler, to approve Invoice 1268 in the amount of \$11,799.22 from SERVRO to be paid out of Revolving Fund. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

11. Discussion, consideration, and possible action on Invoice 1469 in the amount of \$8,341.43 from That Guy Carpentry and Handyman Service, LLC for remodel from water damage in City Hall.

This work is for the water damage in City Hall. OMAG has already sent the insurance claim check to the City.

Motion by Hoskin, seconded by Wofford, to approve Invoice 1469 in the amount of \$8,341.43 from That Guy Carpentry and Handyman Service, LLC to be paid out of the Revolving Fund. Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay votes: None. Motion carried.

12. Discussion, consideration, and possible action with recommendations from the Public Safety Committee:

- A. FOP Lodge NO 110 FY 23-24 Agreement.

Motion by Young, seconded by Haire, to approve FOP Lodge NO 110 FY 23-24 Agreement.  
Roll Call: Aye votes: Tyler, Wofford, Swift, Hoskin, Haire, Lankford, Briley, Young. Nay  
votes: None. Motion carried.

13. Department Reports:

City Clerk Brian Prince announced that the City was a recipient of the 2023 Unallocated Prep grant Program for the Industrial Park. This Grant will provide \$772,651.52 for a road to open the Phase II 170 acre Industrial Park. This Grant is provided by the Department of Commerce.

Mayor Josh Lee thanked Prince, Allen Goforth and those that help work on this grant Application. Lee noted the work done in the past by Misty Deffenbaugh and Councilor Stephanie Hoskin.

14. New Business.

None.

15. Adjourned at 6:08 p.m.

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

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

ATTEST:

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



**New language to be in Ordinance: 3822**

**9-1-4: FEES COLLECTED BELONG TO CITY:**

All fees collected pursuant to this Title shall be collected by and paid to the City Clerk or the City of Vinita's designated agents, including, but not limited to: third-party Building and Life Safety Plans Examiners, Consultants, or Inspectors. Fee schedules, as adopted by the City Council, shall be posted in the Office of the City Clerk. (Ord. 3461, 3-16-2010), (Ord.3822, 9-19-2023).

**9-2-4: INSPECTION FEES:**

A. Fees Established: All fees established pursuant to this Title shall be established by the City Council by motion or resolution and shall be posted in the Office of the City Clerk. (1986 Code § 4-9; amd. 2005 Code) (Ord. 3822, 9-19-2023).

B. Amendment: The schedule of fees pursuant to this Title may be amended at any time by the City Council by motion or resolution. (1986 Code § 4-9).

**RESOLUTION NO. 2023-3823**

**RESOLUTION AMENDING THE BUILDING PERMITS; FEES FOR RESIDENTIAL, COMMERCIAL; AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Vinita is authorized to amend the rates which it charges for Building Permits and Fees furnished by the City of Vinita;

**BE IT RESOLVED** by the City Council, Vinita, Oklahoma, sitting in regular session that effective this 19<sup>th</sup> day of September, 2023 consumers and users shall pay for said services at the following rates:

**Section 1:** Consumers and users of Building Permits and Fees furnished by the City of Vinita, Oklahoma, shall pay for same at the following rates:

<b>Commercial Fee Schedule</b>	
Plan Review Minimum Permit Fee	\$300.00
Rates where total exceeds the Minimum Permit Fee are as follows:	
Commercial Fire and Life Safety Building Plan Review	\$0.10/sqft
Fire Suppression Plan Review	\$300.00
Sprinkler Plan Review	\$0.03/sqft
Fire Alarm or Hardwire Smoke Alarm Plan Review	\$0.03/sqft
Inspection fee	\$125.00 per hour (3 hour minimum)
Daycare Inspection – To be done annually, all will be completed in the same week	\$200.00
Firework Stand Inspections	\$200.00
State Required Inspections	\$300.00
Civil Review and Inspection	\$125.00/hr with a \$300.00 minimum
Mechanical, Electrical, Plumbing (MEP) Review	\$0.06/sqft *Per Trade or \$0.18/sqft *combined with a \$300.00 minimum
Neighborhood Developments (Waterlines, Hydrants, Access Roads, and Entrances) Fees include final inspection and plan review *Phased projects may impact fees	\$800: 1-50 dwellings \$1,400.00: 51-100 dwellings +\$300.00 per every 50 additional dwellings
Code Consulting	\$125.00/hr
Demolition	\$0.05/sqft per application

<b>Residential Fee Schedule</b>	
New/Remodel Residential Dwelling Construction	\$0.05/sqft per application
Inspection Fee	\$200.00
Reinspection Fee	\$25.00 each additional inspection
Demolition	\$0.03/sqft per application
Sewer Tap Fee	\$200.00

<b>Residential Mechanical, Electrical, Plumbing (MEP)</b>	
MEP Repair/Replacement	\$59.50
Inspection	\$20.00 per inspection

Accessory Building Fee Schedule	
Accessory Building (Excluding MEP)	\$0.20/sqft
Signage Fee	
Sign Permit	\$0.25/sqft (\$25.00 minimum)
Inspection	\$20.00 per inspection
Miscellaneous Permits	
Pool	\$25.00
Storm Shelter	\$25.00
Street/ Curb Cutting Inspection	\$25.00
Fences	\$25.00
Certificate of Occupancy	\$25.00
Certificate of Compliance	\$25.00
Failure to acquire permits before beginning construction	
<b>9-1-5: PENALTY; JUDICIAL RELIEF:</b>	
A. Penalty Imposed: Any person who shall engage in any business, trade or vocation for which a license, permit or certificate of registration is required by this chapter, without having a valid permit, certificate or registration as required, or who shall fail to do anything required by this chapter or by any code adopted by this chapter, or who shall otherwise violate any provision of this chapter, or who shall violate any lawful regulation or order made by any of the officers provided for in this chapter, shall be guilty of an offense and, upon conviction thereof, shall be punishable as provided in section <a href="#">1-9-13</a> of this code. Each day upon which a violation continues shall be deemed a separate offense. (1986 Code § 4-70; amd. 2005 Code)	

These rates shall not apply where there is a separate contract with the City of Vinita, which independently sets the Building Permit and Fee Schedule rate.

**Section 2.** Declaration of Emergency: That in order to preserve the public health, peace and safety of the citizens of the City of Vinita, Oklahoma, a state of emergency is hereby declare to exist, by reason whereof this Resolution shall take effect from and after the date of its passage and approval.

ADOPTED AND APPROVED THIS 19<sup>th</sup> DAY OF SEPTEMBER, 2023.

CITY OF VINITA

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

ATTEST:

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

Approved as to form and legality:

\_\_\_\_\_  
Ryan Olsen, Attorney for City of Vinita

**Cost to Build  
1,500 sqft three bedroom two bath dwelling**

**Vinita**

Fee	Price	Quantity	Total
Permit	\$0.05	1500	\$75.00
Inspection	\$200.00	1	\$200.00
Sewer Tap	\$200.00	1	\$200.00
MEP	\$178.50	1	\$178.50

**Grand Total \$653.50**

**Grove**

Fee	Price	Quantity	Total
Permit	\$718.00	1	\$718.00
Sewer Tap	\$70.00	1	\$70.00

**Grand Total \$788.00**

**Pryor**

Fee	Price	Quantity	Total
Permit	\$0.15	1500	\$225.00
Electric Permit	\$25.00	1	\$25.00
Plumbing Permit	\$25.00	1	\$25.00
Mechanical Permit	\$25.00	1	\$25.00
Electric Inspection	\$50.00	2	\$100.00
Plumbing Inspectin	\$50.00	2	\$100.00
Mechanical Inspection	\$50.00	2	\$100.00

**Grand Total \$600.00**

**Miami**

Fee	Price	Quantity	Total
Permit (first 1,000 sqft)	\$150.00	1	\$150.00
Permit (additional 100 sqft)	\$5.00	5	\$25.00
Electrical Inspection	\$50.00	2	\$100.00
Plumbing Inspection	\$50.00	2	\$100.00
Mechanical Inspection	\$50.00	2	\$100.00
Final Inspection	\$75.00	1	\$75.00

**Grand Total \$550.00**



## **CITY OF VINITA**

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The City of Vinita, a City organized under the laws of the State of Oklahoma, and Okie Safety Consulting, an Oklahoma LLC, enter into this agreement September 19, 2023, for the purpose of performing permitting, new and existing building plan reviews/inspections, sprinkler suppression system plan reviews, fire alarm plan reviews, mechanical, electrical and plumbing reviews, CO2 system reviews, hood suppression system plan reviews, residential review and inspections, and annually required reviews and inspections.

City of Vinita and Okie Safety Consulting, upon subscription hereto by authorized representative, agree to the following terms and conditions:

### **1.0 STATEMENT OF WORK**

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- 1.1 Review and evaluate project designs to ensure drawings, specifications and supporting documents required are submitted properly and in compliance with adopted codes.
- 1.2 Conduct onsite inspections to evaluate life safety building elements, mechanical, electrical, plumbing and fire protection systems.

## 2.0 METHOD OF PAYMENT

The trade contractor and building contractor will pay the set amount per square foot directly to Okie Safety Consulting upon the submittal of plans. For any permits that Safety issues, Okie Safety shall pay \$50.00 to the City of Vinita within thirty (30) days of issuance of said permit. The City of Vinita shall assume no liability with respect to contractor payments to Okie Safety. Okie Safety shall indemnify and hold harmless the City of Vinita for any work performed by Okie Safety.

## FEE SCHEDULE

FEE SCHEDULE	
CODE COMPLIANCE REVIEWS	
Plan Review Minimum Permit Fee	\$300.00
Rates where total exceeds the Minimum Permit Fee are as follows:	
Commercial Fire and Life Safety Building Plan Review	\$.10/sqft
Fire Suppression Plan Review	\$300.00 per system
Sprinkler Plan Review	\$.03/sqft
Fire Alarm or Hardwire Smoke Alarm Plan Review	\$.03/sqft
Inspection fee	\$125.00 per hour 3 hour minimum
Daycare Inspections – To be done annually, all will be completed in the same week	\$200.00
Firework Stand Inspections	\$200.00
State Required Inspections	\$300.00
Civil Review and Inspection	\$125/hr with a \$300 minimum
MEP Review	\$0.06/sqft *Per Trade or \$0.18/sqft *combined with a \$300 minimum
Neighborhood Developments (Waterlines, Hydrants, Access Roads, and Entrances) Fees includes final inspection and plan review *Phased projects may impact fees	\$800.00 : 1-50 dwellings \$1,400.00: 51-100 dwellings +\$300.00 per every 50 additional dwellings
Code Consulting	\$125.00/hr

This agreement shall be for a term of 365 days, and automatically renew unless either party provides written notice to the other of termination prior to the renewal date. This agreement may be terminated by either party during the term upon thirty (30) days written notice to the other party or immediately upon breach of any term of this agreement. Upon termination the submitting parties shall pay Okie Safety for all work and services rendered, up to the time of the notice of termination, in accordance with the terms, limits and conditions of this Contract and Okie Safety shall tender any and all remaining documents in its possession to Vinita.

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**Jonathan Strahorn**  
**OKIE Safety**

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**City of Vinita Official**

Estimate for  
Concrete culverts and grate boxes for east side of the 300 block  
of south Vann St.

6 – 30x30x48 concrete boxes with steel grates \$2,500.00 each

Cost \$15,000

344' of 24" round concrete pipe at \$28 a foot cost \$9,632

31' of 18" round concrete pipe at \$19.25 a foot cost \$596.75

Total \$25,228.75

This estimate was prepared on 7/3/23



**September 19, 2023**

**Administrator report**

**9/5/23 high winds over night power out all over town a lot of tree's limbs down. Justin checking the water plant and intake tower. Power out at city hall. Sewer plant still with out power the next morning waiting on pso to get the power back up.**

**9/7/23 talked with the playground equipment company they are going to try and come up the week of the 11 thru the 15 to assemble the equipment in south park. I have talked with Tulsa Drivers about inspecting our water towers. They are looking forward to coming up in November when we are starting some of the projects at the plants. We had a lightning strike at the sewer plant when the storm hit Tuesday night, we had to have an electrician rebuild some panels. We will look at filing an insurance claim when we get the bill. Meet and evaluated all VUA employees Friday morning and explained their raises to them.**

**9/12/23 set in on dispatch interviews. Will meet a pool salesman at 1:15 to look at the pool.**

**9/13/23 water valve replacement at north Scrapper and west north ave. We are still searching for help in water, street, and solid waste departments.**

**9/14/23 Opening bids on 2 zero turn mowers at noon.**

**9/15/23 will be opening bids on side load trash truck.**

# **parks, cemetery and, street**

## **Report**

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

- . mowing parks ,picking up trash, and cleaning bathrooms
- . mowing airport, city hall, library, water towers, gun range, chamber parking lot, city animal shelter, and sports complex
- . pothole patching
- . brush hogging
- . picking up brush from wind damage !!!
- . working on mowers and equipment
- . watering flowers
- . digging graves and locating plots
- . mowing and weed eating at cemetery !!!
- . putting up calf fry banners
- . cleaning storm drains
- . putting up road signs that were knocked down.

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

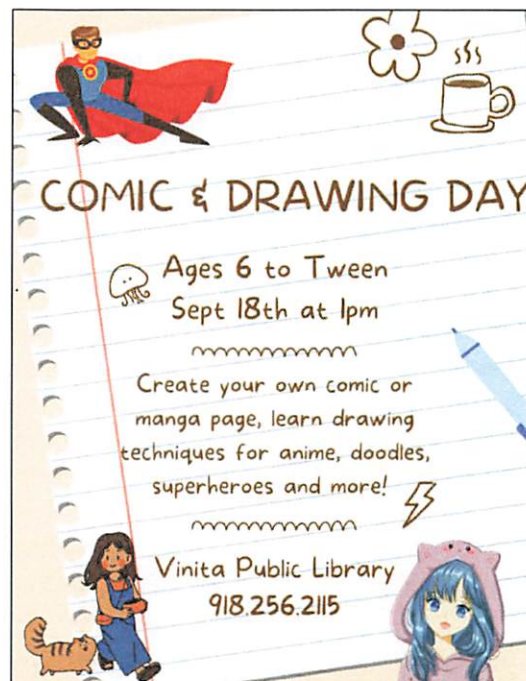
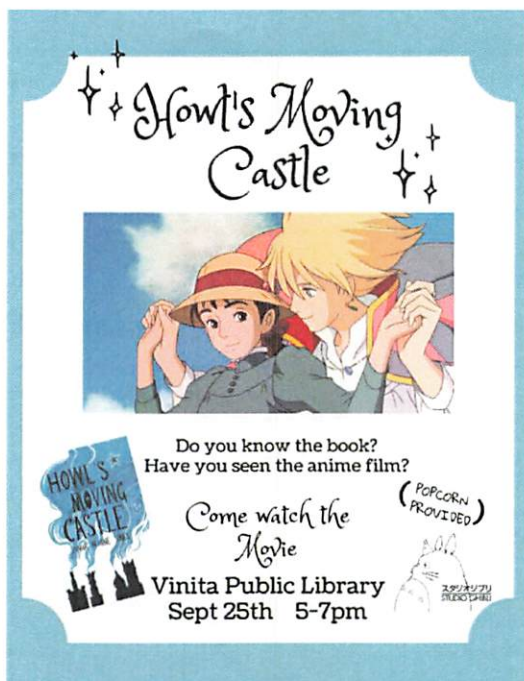
Vinita Public Library  
Department Report to City Council  
Sept 19, 2023

The library hosted a free seminar on “Edible & Medicinal Plants Around Us” by Dr. Taylor Goodwin on Thursday, Sept. 7<sup>th</sup>. There were 11 persons in attendance. We will offer another session on Oct 5<sup>th</sup> from 5:30 – 6:30 pm at the library; Dr. Goodwin will discuss three different local plants.



Children’s Director Danielle Fraser will be visiting the first and second grade classes at Hall Halsell on Sept 19<sup>th</sup> in collaboration with school librarian, Darla Tanner, for a Library Card Sign-Up Event. Danielle will be reading a book and doing an origami craft with the students. She will tell them about all the things you can do at the Public Library and send them home with a flyer about how to get a library card of their own.

Children’s programs offered this month are on Monday, Sept 18<sup>th</sup> for our “Little Readers” (ages 5 & under) at 11 am. Also, on Sept. 18<sup>th</sup> at 1 pm is a Comic & Drawing program for children ages 6 & up. Teens will enjoy a Movie and popcorn night on Sept. 25<sup>th</sup> from 5-7 pm.



Library board meets on Tuesday, Sept. 19<sup>th</sup> at noon in the Vinita Library's Heritage Room.

The Vinita Public Library celebrates 100 years in October! We are making plans for an open house with birthday cupcakes, a coffee trailer (if possible), kid's activities and merchandise raffle and giveaways. I will also be submitting an article about the library birthday and history to the Vinita Journal.

ACTIVITY	July	August
New memberships	28	53
Materials circulation (books and audiovisuals)	1,810	2,002
Materials (physical) added to local collection	34	36
Public computer sessions (average 58 min/session)	339	314
Library visits	2,227	2,451
Circulation from OK Virtual Library Consortium	777	771

Respectfully submitted,  
*Vanessa Hicks*, Library Director

# Council Meeting

**Date: September 19th 2023**

**Employees:** Interviewed 2 applicants for the position of dispatch on September 12th. The interview was conducted by Chief Mark Johnson, Assistant Chief Brandon Webster, and City Manager Allen Goforth. Mark Hallett was selected for the position of Dispatcher. Hallett accepted the job offer. With this hire I am at full staff for both Dispatch and Police Officers.

## **Vehicles:**

Unit 22 was diagnosed by Dodge. The transfer case is needing replaced. The transfer case was replaced and determined not to be the problem. The transfer case was removed at no charge. The brain to the Transmission turned out to be the problem. Unit 22 is back in service. The repair cost came in at \$2,000.00 less than the quoted cost. We were billed \$988.00.

## **Training:**

No specialized training conducted this month.

## **Community:**

September 23<sup>rd</sup> we will be involved in the Calf Fry. September 20<sup>th</sup> we will be having a get to know the Officers event at Head Start.

## **Grant:**

The Chevrolet Dealership is making 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 check will be issued around the end of November.



## Code Enforcement Report

September 6, 2023, to September 14, 2023

Inspected the repair of electrical service meter and weather head that had been pulled from the dwelling from a tree fall during the last storm. The repairs were done to code and service was restored.

Investigated a complaint of tall grass at a residence on south foreman. Upon arrival I noticed grass and weeds in excess of twelve inches. I mailed the property owner a courtesy notice.

Mowed six properties including our two lots.

Completed the class Floodplain Administrator 101 class that was held at the GRDA Eco Center in Langley.

Inspected the footing for an accessory building being built.

Following up on violations and finding new ones.

I have attached my usual reports and graphs to this report.



**Code Enforcement**

Unresolved Case

Case Number	Address			Code Violation	Date/Time of Contact	Citation Issued	Abated Date
<a href="#">2023-0103</a>	438	S.	Miller	4-4-3: Weeds & Grass	05/04/2023 10:03		
<a href="#">2023-0192</a>	623	N.	Foreman	4-4-3: Weeds & Grass	08/01/2023 10:02		
<a href="#">2023-0194</a>	245	S.	Adair	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	08/01/2023 10:19		
<a href="#">2023-0195</a>	338	S.	Adair	4-4-3: Weeds & Grass	08/01/2023 10:22		
<a href="#">2023-0104</a>		S.	Miller	4-4-3: Weeds & Grass	05/04/2023 10:03		
<a href="#">2023-0105</a>	204	S.	Third	4-3-6 § 15A: Dangerous Buildings	04/10/2023 09:55		
<a href="#">2023-0106</a>	211	S.	Third	4-3-6 § 15A: Dangerous Buildings	04/10/2023 09:56		
<a href="#">2023-0107</a>	547	N.	First	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	04/10/2023 10:03		
<a href="#">2023-0112</a>	524	N.	Scraper	4-4-3: Weeds & Grass	05/11/2023 10:00		3/4/2024
<a href="#">2023-0119</a>	455	N.	Adair	4-4-3: Weeds & Grass	05/16/2023 10:05		
<a href="#">2023-0122</a>		S.	First	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	05/18/2023 10:28		8/15/2023
<a href="#">2023-0097</a>	301	W.	Delaware	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	04/24/2023 10:22		7/18/2023
<a href="#">2023-0125</a>	403	S.	First	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	05/18/2023 10:32		8/15/2023
<a href="#">2023-0189</a>	326	N.	Fourth	4-4-3: Weeds & Grass	07/31/2023 10:36		
<a href="#">2023-0191</a>	627	N.	Foreman	4-4-3: Weeds & Grass	08/01/2023 10:02		
<a href="#">2023-0213</a>	1302	W.	Clyde	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	08/22/2023 10:14		
<a href="#">2023-0213</a>	572	N.	Smith	3-6-7: Junk Motor Vehicles, 4-3-6 § 19: Vehicle Storage, 4-3-6 § 23: Objectionable Deposits	08/21/2023 09:24		

Case Number	Address			Code Violation	Date/Time of Contact	Citation Issued	Abated Date
<a href="#">2023-0214</a>	317	N.	Gunter	4-4-3: Weeds & Grass	08/22/2023 09:20		
<a href="#">2023-0216</a>	219	N.	Thompson	4-4-3: Weeds & Grass	08/30/2023 10:16		
<a href="#">2023-0218</a>	712	N.	Smith	4-4-3: Weeds & Grass	08/30/2023 10:28		
<a href="#">2023-0219</a>	850	N.	Morningside Dr.	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	09/05/2023 10:27		
<a href="#">2023-0220</a>	335	S.	Fourth	4-3-6 § 23: Objectionable Deposits	09/05/2023 10:55		
<a href="#">2023-0221</a>	714	W.	Clyde	3-6-7: Junk Motor Vehicles, 4-3-6 § 19: Vehicle Storage, 4-4-3: Weeds & Grass	09/07/2023 09:55		
<a href="#">2023-0198</a>	415	S.	Second	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	08/07/2023 10:58		
<a href="#">2023-0199</a>	221	N.	Second	4-3-6 § 15A: Dangerous Buildings, 4-4-3: Weeds & Grass	08/08/2023 10:11		
<a href="#">2023-0201</a>	471	N.	Second	4-4-3: Weeds & Grass	08/08/2023 10:16		
<a href="#">2023-0136</a>		E.	Martin Dr.	4-4-3: Weeds & Grass	05/25/2023 10:07		
<a href="#">2023-0137</a>	1015	E.	Park Dr.	4-4-3: Weeds & Grass	05/25/2023 10:08		
<a href="#">2023-0140</a>	929	W.	Clyde	10-4-7: Storage & Parking of Trailer, Commercial Vehicles	06/07/2023 09:59		
<a href="#">2023-0141</a>	309	E.	Illinois	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings, 4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	06/14/2023 10:17		
<a href="#">2023-0144</a>	415	N.	Fifth	4-4-3: Weeds & Grass	06/14/2023 09:58		
<a href="#">2023-0217</a>	240	N.	Thompson	4-4-3: Weeds & Grass	08/30/2023 10:20		
<a href="#">2023-0222</a>	430	S.	Foreman	4-4-3: Weeds & Grass	09/07/2023 10:01		
<a href="#">2023-0223</a>	571	N.	Gunter	4-4-3: Weeds & Grass	09/07/2023 10:30		
<a href="#">2023-0224</a>	521	W.	Clyde	4-4-3: Weeds & Grass	09/11/2023 10:03		
<a href="#">2023-0225</a>	512	N.	Gunter	4-4-3: Weeds & Grass	09/11/2023 10:02		
<a href="#">2023-0147</a>	238	N.	Second	4-4-3: Weeds & Grass	06/14/2023 10:08		



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<u>2023-0149</u>	603	N.	Third	4-4-3: Weeds & Grass	06/14/2023 10:21		
<u>2023-0150</u>	534	N.	Third	4-4-3: Weeds & Grass	06/14/2023 10:21		
<u>2023-0151</u>	528	N.	Second	4-4-3: Weeds & Grass	06/14/2023 10:23		
<u>2023-0152</u>	455	N.	Second	4-4-3: Weeds & Grass	06/14/2023 10:25		
<u>2023-0155</u>	212	N.	Foreman	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	06/22/2023 10:37		
<u>2023-0157</u>	325	W.	North	4-4-3: Weeds & Grass	06/26/2023 09:32		
<u>2023-0158</u>	451	N.	Miller	3-6-7: Junk Motor Vehicles, 4-3-6 § 19: Vehicle Storage, 4-3-6 § 23: Objectionable Deposits	06/26/2023 09:36		
<u>2023-0159</u>	925	W.	Delaware	4-3-6 § 23: Objectionable Deposits	06/26/2023 09:54		
<u>2023-0168</u>		S.	Foreman	4-4-3: Weeds & Grass	07/05/2023 10:03		
<u>2023-0202</u>		N.	Second	4-4-3: Weeds & Grass	08/08/2023 10:18		
<u>2023-0172</u>		E.	Attucks	4-4-3: Weeds & Grass	07/10/2023 10:38		
<u>2023-0176</u>	703	N.	Bell	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	07/11/2023 09:00		
<u>2023-0177</u>	426	N.	Wilson	4-3-6 § 15A: Dangerous Buildings, 4-4-3: Weeds & Grass	07/25/2023 09:24		
<u>2023-0226</u>	330	N.	Brewer	4-4-3: Weeds & Grass	09/11/2023 10:11		
<u>2023-0227</u>	336	N.	Brown	4-4-3: Weeds & Grass	09/11/2023 10:20		
<u>2023-0228</u>	328	N.	Brown	4-4-3: Weeds & Grass	09/11/2023 10:21		
<u>2023-0204</u>		N.	Fifth	4-4-3: Weeds & Grass	08/08/2023 10:29		
<u>2023-0207</u>	235	N.	Thompson	4-4-3: Weeds & Grass	08/09/2023 09:48		
<u>2023-0209</u>	434	N.	Miller	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	08/09/2023 10:04		
<u>2023-0212</u>	703	N.	Scraper	4-4-3: Weeds & Grass	08/14/2023 10:56		
<u>2023-0008</u>	345	N.	Foreman	4-3-6 § 15A: Dangerous Buildings	01/05/2023 11:09		

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<u>2023-0021</u>	711	N.	First	4-3-6 § 23: Objectionable Deposits	01/12/2023 10:02		
<u>2023-0025</u>	532	N.	Second	3-6-7: Junk Motor Vehicles, 4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings, 4-3-6 § 19: Vehicle Storage, 4-3-6 § 23: Objectionable Deposits	01/26/2023 11:15		
<u>2023-0027</u>	420	E.	Flint	4-3-6 § 23: Objectionable Deposits	02/03/2023 11:01	02/03/2023 10:45	
<u>2023-0040</u>	220	S.	Brewer	4-3-6 § 23: Objectionable Deposits	02/10/2023 10:30		
<u>2023-0044</u>	547	N.	Third	4-3-6 § 23: Objectionable Deposits	02/14/2023 10:31		
<u>2023-0045</u>	607	N.	Third	4-3-6 § 23: Objectionable Deposits	02/14/2023 10:34		
<u>2023-0047</u>	234	S.	Fourth	4-3-6 § 23: Objectionable Deposits	02/15/2023 10:06		
<u>2023-0055</u>	434	N.	Miller	4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 23: Objectionable Deposits	03/06/2023 10:30		
<u>2023-0059</u>	215	N.	Foreman	4-3-6 § 23: Objectionable Deposits	03/07/2023 10:45		8/15/2023
<u>2023-0062</u>	314	N.	Brewer	3-6-7: Junk Motor Vehicles, 4-3-6 § 15A: Dangerous Buildings, 4-3-6 § 15B: Dangerous Buildings, 4-3-6 § 23: Objectionable Deposits	03/08/2023 10:22		
<u>2023-0067</u>	317	N.	Foreman	4-3-6 § 23: Objectionable Deposits, 4-4-3: Weeds & Grass	04/03/2023 09:35		4/24/2023
<u>2023-0069</u>	546	N.	Vann	4-4-3: Weeds & Grass	04/04/2023 09:34		4/25/2023
<u>2023-0070</u>	252	N.	First	4-4-3: Weeds & Grass	04/04/2023 09:52		4/25/2023
<u>2023-0071</u>	439	N.	Fourth	4-4-3: Weeds & Grass	04/04/2023 09:56		4/25/2023
<u>2023-0072</u>	103	S.	Gunter	4-4-3: Weeds & Grass	04/04/2023 10:13		4/25/2023
<u>2023-0073</u>	619	W.	Illinois	4-4-3: Weeds & Grass	04/04/2023 10:13		4/25/2023
<u>2023-0074</u>	223	N.	Second	4-4-3: Weeds & Grass	04/04/2023 10:24		4/25/2023
<u>2023-0075</u>	235	N.	Second	4-4-3: Weeds & Grass	04/04/2023 10:24		4/25/2023
<u>2023-0076</u>	146		Haner Cr.	4-4-3: Weeds & Grass	04/06/2023 09:59		4/27/2023

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<u>2023-0077</u>	224	N.	Wilson	4-4-3: Weeds & Grass	04/06/2023 10:46		4/27/2023
<u>2023-0078</u>	334	N.	Brewer	4-4-3: Weeds & Grass	04/06/2023 10:50		4/27/2023
<u>2023-0079</u>	911	W.	Tahlequah	4-4-3: Weeds & Grass	04/06/2023 10:51		4/27/2023
<u>2023-0080</u>	330	S.	Miller	4-4-3: Weeds & Grass	04/06/2023 11:15		4/27/2023
<u>2023-0091</u>	222	W.	Tahlequah	10-4-7: Storage & Parking of Trailer, Commercial Vehicles	04/13/2023 11:03		