

The regularly scheduled **Vinita Utilities Authority (VUA) Meeting** was held on Tuesday, August 6, 2019, 5:30 p.m., City Council Meeting Room, 104 East Illinois, Vinita, Oklahoma. Public notice of the meeting was given by posting the agenda at City Hall on August 5, 2019, at 3:00 p.m.

Legal Counsel: Leonard Logan

Mayor Chuck Hoskin called the meeting to order at 5:30 p.m.

### **MEETING MINUTES**

1. The Pledge of Allegiance and Salute to Oklahoma Flag was led by Boy Scout Tilden Branch.
2. Roll Call. Members present: Denver Davenport, Roger Tyler, John Swift, Stephanie Hoskin, Dale Haire, Danny Lankford. Absent: Skip Briley and Terry Young.
3. Recognition of visitors.  
  
No cards were submitted.
4. Discussion, consideration and possible action to approve the minutes from the July 16, 2019 VUA Meeting.  
  
Motion by Hoskin, seconded Davenport, to approve the minutes from the July 16, 2019 VUA Meeting. Motion: Passed.
5. Discussion, consideration and possible action to approve Assignment and Assumption of Lease Agreement from TUDO BEM, INC.  
  
Council will agree for consent to accept the assignment of property from Jim Cottom.  
  
Motion by Lankford, seconded Hoskin, to approve Assignment and Assumption of Lease Agreement from TUDO BEM, INC. Motion: Passed.
6. Discussion, consideration and possible action on approval for retirement pension under the terms of Oklahoma Municipal Retirement Fund (OMRF) for Tim Reed effective August 30, 2019.  
  
Motion by Hoskin, seconded Davenport, to approve the retirement pension under the terms of Oklahoma Municipal Retirement Fund (OMRF) for Tim Reed effective August 30, 2019. Motion: Passed.
7. Discussion, consideration and possible action to approve recommendations from Water and Sewer Committee:
  - A. VUA Employee Level Criteria and Base Pay Scale.  
  
Motion by Hoskin, seconded Davenport, to approve the VUA Employee Level Criteria and Base Pay Scale. Motion: Passed.
  - B. Transfer Triston Ketcher from Parks/Cem Department to VUA.  
Motion by Hoskin, seconded Davenport, to approve the transfer of Triston Ketcher from Parks/Cem Department to VUA. Motion: Passed.
  - C. Transfer Josh Pifer from VUA to Solid Waste Department.

Motion by Hoskin, seconded Davenport, to approve the transfer Josh Pifer from VUA to Solid Waste Department. Motion: Passed.

- D. Hire Donald Lunsford VUA Utilities, salary \$11.50 an hour effective August 6, 2019.

Motion by Hoskin, seconded Davenport, to approve to hire Donald Lunsford VUA Utilities, salary \$11.50 an hour effective August 6, 2019. Motion: Passed.

8. New Business.

None


9. Adjourned at 5:37 pm.

Motion by Haire, seconded Davenport, to adjourn. Motion: Passed.



  
\_\_\_\_\_  
Chuck Hoskin, Chairman

ATTEST:

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

The regularly scheduled **Vinita City Council Meeting** was held on Tuesday, August 6, 2019 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 August 5 2019 at 3:00 p.m.

Legal Counsel: Leonard Logan

Mayor Chuck Hoskin called the meeting to order at 5:37 pm.

## MEETING MINUTES

1. Roll Call. Members present: Denver Davenport, Roger Tyler, John Swift, Stephanie Hoskin, Dale Haire, Danny Lankford. Absent: Skip Briley and Terry Young.

2. Recognition of visitors.

No cards were submitted.

Notes: Mayor request to move to Item #13 due to emergency for Councilor Swift.

3. Discussion, consideration and possible action to approve Consent Agenda:

- A. Minutes from the July 16, 2019, City Council meeting.
- B. Actions taken during the VUA meeting.
- C. Finance Ordinance No. 3707 and Emergency Clause.
- D. Transfer of Vinita Municipal Airport Hanger Lease Agreement Block 2 Space 7 from James Brown and John Ballard, to include R. Kent Griffith.

Notes: Councilor Swift left at 5:40 pm

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

4. Discussion, consideration and possible action requested by Vinita Area Chamber of Commerce to change route of Will Rogers Rodeo Parade to match route of Christmas Parade.

Chamber is concerned about the trains that have continued to break up the parade the past few years.

Motion by Davenport, seconded Tyler, to approve request by Vinita Area Chamber of Commerce to change route of Will Rogers Rodeo Parade to match route of Christmas Parade. Motion: Passed.

5. Discussion, consideration and possible action to approve Home of Hope Fun Run and Employee Picnic at South Park on September 14, 2019. South Course (Delaware/Westwood/Canadian/Fire Station)

Motion by Lankford, seconded Davenport, to approve Home of Hope Fun Run and Employee Picnic at South Park on September 14, 2019. Motion: Passed.

6. Discussion, consideration and possible action on nuisance letters:

- A. 218 S. Gunter: The Southerly 65.6 feet of Lot 14 in block 68. (I. Shelton)(Extension from May 21, 2019).

Dismissed- Cleaned and property maintained.

- B. 668 N Wilson: Lots 10 and 11 in Block 3, in College addition. (Brandon Lawhorn)(extension from June 4, 2019)

Dismissed- Cleaned and property maintained.

- C. 204 N 2<sup>nd</sup> Street: Lot 9 and the southerly 38 feet of lot 10, Block 119. (Brenda Andrews, and Patricia Ware)(Extension from June 4, 2019)

Recommendation for Demolition.

Motion by Lankford, seconded Haire, to approve to declare the property to constitute a nuisance and authorize the Mayor to abate. Motion: Passed.

7. Discussion, consideration and possible action to approve to end probationary period for Solid Waste employee Jeffrey Harder with a \$0.50 per hour salary increase, effective July 26, 2019.

Motion by Davenport, seconded Tyler, to approve to end probationary period for Solid Waste employee Jeffrey Harder with a \$0.50 per hour salary increase, effective July 26, 2019. Motion: Passed.

8. Discussion, consideration and possible action to approve hiring of Christina Crawford for Dispatcher at \$12.50 an hour with an effective date of July 31, 2019.

Motion by Davenport, seconded Tyler, to approve hiring of Christina Crawford for Dispatcher at \$12.50 an hour with an effective date of July 31, 2019. Motion: Passed.

9. Discussion, consideration and possible action with recommendation from Fire Chief Kevin Huxtable to hire Chris Lary as probationary Firefighter.

To replace Kevin Huxtable who promoted to Fire Chief.

Motion by Davenport, seconded Haire, to approve to hire Chris Lary as probationary Firefighter. Motion: Passed.

10. Discussion, consideration and possible action on approval for retirement pension under the terms of Oklahoma Municipal Retirement Fund (OMRF):

- A. Eddie Bartley effective July 26, 2019.

Motion by Hoskin, seconded Tyler, to approve Eddie Bartley effective July 26, 2019. Motion: Passed.

- B. Edna Smith effective September 30, 2019.

Motion by Hoskin, seconded Tyler, to approve Edna Smith effective September 30, 2019. Motion: Passed.

11. Discussion, consideration and possible action on recommendation from Finance Committee:

A. Proposed Budget for fiscal year ending June 30, 2020.

Final numbers have been reviewed. There were funds added in for economic and development, part time with longevity, General Government increases in wages to bring up to competitive wages. Raises will begin start of next pay cycle.

Motion by Hoskin, seconded Lankford, to approve Proposed Budget for fiscal year ending June 30, 2020. Motion: Passed.

B. Advertise for an employee for Economic and Community Development.

This position will work with the Mayor and Director of Operations to help promote local economic and community development.

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

12. Discussion, consideration and possible action on recommendation from Economic and Community Development Committee to hire Vanessa Hicks as Assistant Library Director at \$15.00 an hour effective August 12, 2019.

Motion by Hoskin, seconded Davenport, to approve to hire Vanessa Hicks as Assistant Library Director at \$15.00 an hour effective August 12, 2019. Motion: Passed.

13. Discussion, consideration and possible action on recommendation from Parks Committee for:

A. City Ordinance 3708. An Ordinance of the City of Vinita amending the City of Vinita Municipal Code to Regulate the Use of Tobacco Products and Vapor Products.

To extend the Tobacco Products and Vapor products not to be used on all city properties.

Motion by Hoskin, seconded Davenport, to approve City Ordinance 3708. An Ordinance of the City of Vinita amending the City of Vinita Municipal Code to Regulate the Use of Tobacco Products and Vapor Products. Motion: Passed.

Note: Councilor Swift left due to emergency.

Return back to item #3

14. New Business.

None.

15. Department Reports:

A. Director of Operations: Ben Elmore. Thanking those who worked with him on the budget and complimenting the Highway 2 project especially the sidewalks of Highway 2.

B. Solid Waste: Jackie Bubenik. After 4 days on the job things are looking good. New Drivers are getting their routes down.

- C. Cemetery/Parks: Reported about the Vinita Lake Park and the possibilities that are there.
- D. Street Department: Allen Goforth. ODOT provided some white paint for the street department to paint the school crosswalks.
- E. Library: Susan Walters. Sent in her written report. Also looking forward to change of day to day operations of the library with the newly expected Boys and Girls Club coming to Vinita. Hoping they can work together.
- F. Police: Bobby Floyd reported the new operating software was user friendly with additional features such as mapping , direct reporting, and background checks. Also officer training was completed for rescue diving with the use of drug seized money. This could provide police to assist if needed at Vinita lake Park or any swift water rescue.
- G. Fire: Kevin Huxtable. Reported 44 calls mostly medical and grass fires. He reported looking at the policy for old paperwork needing to be shredded since his new role in position as Chief. Also received an iPad from Cherokee Nation to help with building inspections and mapping.
- H. City Clerk: Brian Prince. Reported and thanked the support of the committees, Council, Mayor and Director of Operations for the extensive work on the Budget for FY19-20.
- I. Treasurer: Edna Smith. Written report was submitted.

16. Adjourned at 6:11pm.

Motion by Hoskin, seconded Davenport, to approve to adjourn. Motion: Passed.

ATTEST:

  
Brian Prince, City Clerk



  
Chuck Hoskin, Mayor