CITY OF WAGONER REGULAR BUSINESS MEETING WAGONER CITY HALL 231 CHURCH STREET MARCH 4, 2024 7:00 PM

Dalton Self, Mayor Dwayne Elam, Superintendent Ken Hicks, Attorney Kelly Grooms, Fire Chief Rhonda K. Hash, City Clerk Donna S. Jones, Treasurer Bob Haley, Chief of Police Jim Roberts, EMS Director

Jimmy Butler Anthony Wagoner Brenda Lenard Kevin Higginbottom Patrick Sampson Gayla Wright Larry Abernathy Steven L. Rhoden

Meeting tape recorded by Rhonda Hash, City Clerk Agenda Posted: March 1, 2024 at 4:30 P.M.

THE CITY OF WAGONER REGULAR CALLED BUSINESS MEETING FOR MARCH 4, 2024 WAS CALLED TO ORDER AT 7:00 P.M BY MAYOR SELF. All COUNCIL MEMBERS WERE PRESENT.

1. Invocation

The invocation was given by Pastor Bruce VonWald from Wagoner Church of God.

- 2. Pledge of Allegiance
- 3. Discussion and possible action Approval or corrections to minutes: February 4, 2024.

Motion by Councilor Abernathy, second by Councilor Butler to approve minutes from February 4, 2024. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

4. Approval or denial of claims: City-#153 - #169

EMS-#91- #104

EDF-#42- #43

City Capital Projects-#08-#09

Motion by Councilor Sampson, second by Councilor Wagoner to approve claims as submitted.

VOTE: Butler, yes, Wagoner, yes, Lenard, yes Higginbottom, yes; Rhoden, yes; Abernathy, yes, Wright, yes, Sampson, yes.

Claims List: Taken from Purchase Order Receipt Report – Manual Warrants listed first							
153	COMMUNITY CARE	24,561.57	00291	FUELMAN	1471.32		
154	DELTA DENTAL	1533.44	00294	TLS GROUP, INC	426.50		
155	SUNLIFE INSURANCE	436.25	00295	WINDSTREAM	1117.78		
156	DISBURSEMENT FUND	94,357.06	00296	WINDSTREAM	3308.45		
157	DISBURSEMENT FUND	116,994.31	00300	MONITORING OKLAHOMA	24.00		
158	ENTERPRISE FLEET MANAGEMENT	11,765.20	00306	CLEAN THE UNIFORM CO.	303.25		
159	VISION SERVICE PLAN	838.12	00308	KEMP STONE	369.36		
160	KAREN KENNEDY CREASON	2863.22	00309	BANDY'S BUSINES FORMS	177.22		
161	AT AND T	280.28	00315	SUPERIOR LINEN SERVICE	66.83		
162	FUELMAN	1250.94	00320	LAKE REGION ELECT. CO-OP	266.47		
163	EDF	51,851.03	00322	HOOD & ASSOCIATES	3288.00		
164	AT AND T	986.17	00324	ONE SOURCE WATER	94.43		
165	COMMUNITY CARE EAP	46.90	00329	PRYOR WASTE & RECYCLING	372.00		
166	TELADOC	289.00	00335	W.B. SMITH P.E. CFM.	3333.33		
167	DISBURSEMENT FUND	118,0818.94	00336	C & C SANITATION	50.00		
168	CITY CAPITAL PROJECTS	90,963.26	00337	HOBBY LOBBY STORES, INC	90.93		
169	CARD SERVICES	829.00	00338	O'REILLY AUTOMOTIVE INC	5.80		
00116	VIP TECHNOLOGY SOLUTIONS GR	204.98	00339	FUELMAN	1617.27		
00186	DEMCO, INC.	288.97	00340	VIP TECHNOLOGY SOLUTIONS GR	1473.49		
00226	WAGONER LUMBER COMPANY	329.99	00344	SUMNER ONE	213.99		
00251	PERFECTION TIRES	300.00	00347	SUPERIOR LINEN SERVICE	41.55		
00252	GRAPHIC SOLUTIONS GROUP, INC	2038.90	00349	COVETRUS NORTH AMERICA	70.76		
00253	CUSTOM PRODUCTS CORP.	66.12	00351	PRYOR WASTE & RECYCLING, LLC	395.00		
00259	KATS	4167.00	00353	CLEAN THE UNIFORM CO.	303.25		
00262	MUNICIPAL INDUSTRIES, INC	504.00	00355	PERFECTION TIRES	15.00		
00263	TYLER TECHNOLOGIES	731.33	00356	O'REILLY AUTOMOTIVE INC	21.48		
00266	TLS GROUP, INC	200.00	00357	O'REILLY AUTOMOTIVE INC	4.59		
00269	NORTHERN SAFETY CO., INC	22.68	00362	CHUPP IMPLEMENT COMPANY	124.63		
00270	UTILITY SUPPLY	660.00	00363	B & C TRAILER SERVICES	79.00		
00272	MONITORING OKLAHOMA	130.00	00367	ONG	1725.16		
00274	FUELMAN	1278.39	00369	VIP VOICE SERVICES	740.00		
00278	NORTHERN SAFETY CO., INC	63.72	00370	VIP VOICE SERVICES	491.50		
00281	BOYD WELDING	100.00	00372	O'REILLY AUTOMOTIVE INC	204.00		

City Capital Projects Fund Claims

8 ENVISION CIVIL CONTRACTORS LLC 74,388.89 9 INFRASTRUCTURE SOLUTIONS 16,574.37

<u>Ambulance Claims: Taken from Purchase Order Receipt Report – Manual Warrants listed first:</u>

91	COMMUNITY CARE	8650.11	00440	CAPITAL ONE	145.93
92	DELTA DENTAL	269.94	00452	ONE SOURCE WATER	16.48
93	SUNLIFE INSURANCE	44.19	00462	WPWA GROSS REVENUE FUND	1683.98
94	DISBURSEMENT FUND	37,544.07	00469	CARD SERVICES	99.98
95	DISBURSEMENT FUND	35,931.88	00486	SUPERIOR LINEN SERVICE	47.00
96	OKLAHOMA STATE DEPT. OF HE	140.00			
97	VISION SERVICE PLAN	178.62			
98	AT AND T	76.72			
99	FUELMAN	790.49			
100	MEDICLAIMS, INC	4,961.35			
101	TELADOC	59.50			
102	COMMUNITY CARE EAP	17.50			
103	DISBURSEMENT FUND	35,484.60			
104	MEDICLAIMS, INC.	4,024.05			
00193	ZOLL MEDICAL CORP.	790.50			
00260	MORGAN TOWING & RECOVERY	431.36			
00276	FUELMAN	684.06			
00293	FUELMAN	771.95			
00298	WINDSTREAM	395.91			
00299	WINDSTREAM	55.15			
00304	AIRGAS USA, LLC	938.51			
00317	INDIAN CAPITAL TECHNOLOGY CE	15,000.00			
00319	ZOLL MEDICAL CORP.	1454.64			
00326	ONE SOURCE WATER	28.48			
00331	DR. CASEY HANNA	400.00			
00343	FUELMAN	616.31			
00365	BOUND TREE MEDICAL, LLC	2719.51			
00366	TELEFLEX, LLC	1115.50			
00382	AIRGAS USA, LLC	447.26			
00404	GREEN COUNTRY WILDLIFE SPECI	35.00			
00407	FUELMAN	707.50			
00420	MODERN MARKETING	351.28			
00424	MERCY REGIONAL	249.24			
00425	GREEN COUNTRY MEDICAL WASTE	35.00			
00426	EFFIE BRUNSON	290.00			
00427	KAITLYN MOORE	50.00			
00428	CURT PENNER	1255.05			
00429	STEVE PRUITT	135.00			
00430	HELEN SANDERS	50.00			
00431	SELF, SHARI	119.30			
00432	CONNIE SMITH	20.00			
00433	BETTY THURBER	104.88			
00434	DELORES WALKER	2372.00			
00435	JOSHUA WILSON	100.00			

EDF Claims

42	GREEN COUNTRY TOURISM	350.00
43	DUBB ROSS COMPANY, INC.	3,872.08

5. Mayor's Report

Mayor Self presented Employee of the Month awards to City employee, Amanda Franks, Library Clerk and WPWA employee, Nannette Stanley, Billing Clerk.

Kristin Mallett presented information regarding the new mass notification system at this time. She went over all of the kinds of alerts that can be sent out and the ways to sign up for this service. The service is available to all Wagoner citizens not just those living in the city limits.

Mayor Self gave an update on park improvements. Swings have been installed at Lincoln Park, Dunbar Park and at North Court. He also thanked the Park Department for clearing the brush at North Court.

6. Discussion and possible action – To declare miscellaneous costumes, scrubs, and t-shirts as surplus property and authorize disposal thereof – Wagoner City Public Library

Discussion was held as to these items.

Motion by Councilor Abernathy, second by Councilor Wagoner to declare miscellaneous costumes, scrubs, and t-shirts as surplus property and authorize disposal thereof. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

 Discussion and possible action –
 Police Dept. – To authorize Blake Sourjohn to accumulate vacation and sick leave benefits and extend his probation period until completion of the CLEET Academy

Officer Sourjohn has completed six months of service but has not completed the CLEET Academy due to a lack of a spot in the academy. This will allow him to accumulate benefits but extend his probation period until he completes the academy.

Motion by Councilor Higginbottom, second by Councilor Abernathy to allow Blake Sourjohn to accumulate vacation and sick leave benefits and extend his probation period until completion of the CLEET Academy. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

8. Discussion and possible action – To approve or not approve Ordinance No. 970 – an Ordinance amending the Zoning Code of the City of Wagoner, Oklahoma, by amending Section 3.13(A); repealing all Ordinances in conflict therewith and declaring an emergency

Jessica told the Council that the current code requires Storage Building facilities to build a concrete fence. This change will just require them to build a fence thus making it more cost effective to put in these facilities. Discussion was held as to this item.

Motion by Councilor Wagoner, second by Councilor Butler to approve Ordinance No. 970. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, no; Abernathy, yes, Wright, yes; Sampson, yes.

MOTION CARRIED

9. Discussion and possible action – To declare Ordinance No. 970 an emergency

Motion by Councilor Wagoner, second by Councilor Lenard to declare Ordinance No. 970 an emergency. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

10. Discussion and possible action – To approve the appointment of Beth Johnson, Director of Fields and Haley North, Co-Director of Fields and to authorize them to oversee the baseball/softball practice schedule and use of fields for games/practices on baseball/softball fields in Wagoner parks in accordance with the plan posted on City of Wagoner website at: https://www.wagonerok.org/Online-Tools/Download-Forms-Documents

Mayor Self told the Council that Ms. Johnson was at the meeting to answer questions if needed. The use of the ball fields has been issue every year and this should give it some structure. This is similar to the format used in Coweta. This is a volunteer position. Discussion was held as to this item.

Motion by Councilor Wagoner, second by Councilor Higginbottom to approve the appointment of Beth Johnson, Director of Fields and Haley North, Co-Director of Fields and to authorize them to oversee the baseball/softball practice schedule and use of fields for games/practices on

baseball/softball fields in Wagoner parks in accordance with the plan presented. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes, Wright, yes; Sampson, yes.

MOTION CARRIED

11. Discussion and possible action – To approve or not approve the Intergovernmental Agreement between the City of Wagoner and The Oklahoma Department of Aerospace and Aeronautics for airfield pavement crack repair and seal coat at Hefner-Easley Airport

Jessica told the Council that this was a 95/5 grant through the Oklahoma Aeronautics that would make much needed repairs to the runway at the airport. The cost to the City of Wagoner would be \$6,000.00.

Motion by Councilor Butler, second by Councilor Rhoden to approve the Intergovernmental Agreement between the City of Wagoner and The Oklahoma Department of Aerospace and Aeronautics for airfield pavement crack repair and seal coat at Hefner-Easley Airport. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes, Wright, yes; Sampson, yes.

MOTION CARRIED

12. Discussion and possible action – To approve or not approve the Citizen Participation Plan for the proposed CDBG-Community Revitalization (CR) Project

Scott Harding with EODD stated that this was one of the requirements from the Department of Commerce for the City of Wagoner to be able to make application for this grant.

Motion by Councilor Butler, second by Councilor Rhoden to approve the Citizen Participation Plan for the proposed CDBG-Community Revitalization (CR) Project. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes, Wright, yes; Sampson, yes.

MOTION CARRIED

13. Discussion and possible action on 1st Public Hearing held at 6:30 p.m. on 3/4/24 at Wagoner City Hall regarding the CDBG-CR Grant

It is noted in the minutes that the Hearing was held at 6:30 p.m. on 3/4/2024. Not action taken on this item.

14. Discussion and possible action — To approve or not approve Resolution No. 756 — A Resolution authorizing the City of Wagoner to make application for the 2024 Community Development Block Grant Community Revitalization Program

Motion by Councilor Wagoner, second by Councilor Sampson to approve Resolution No. 756. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

15. Discussion and possible action – To approve or not approve Invoice No. WAG-23-06-01 – Downtown Storm Sewer Replacement Phase 2 Casaver Street in the amount of \$19,650.00 from Infrastructure Solutions Group, LLC, Consulting Engineers

Motion by Councilor Abernathy, second by Councilor Wagoner to approve Invoice No. WAG-23-06-01 — Downtown Storm Sewer Replacement Phase 2 Casaver Street in the amount of \$19,650.00 from Infrastructure Solutions Group, LLC, Consulting Engineers. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

16. Discussion and possible action — To approve or not approve Pay Application No. 1 for WAG-23-08 — Yorkshire Street Improvements from Envision Civil Contractors in the amount of \$74,388.89 per recommendation from Infrastructure Solutions Group, LLC, Consulting Engineers

Dale Burke told the Council that this project was underway and one-half of the concrete for the roadway had been poured.

Motion by Councilor Butler, second by Councilor Higginbottom to approve Pay Application No. 1 for WAG-23-08 – Yorkshire Street Improvements from Envision Civil Contractors in the amount of \$74,388.89 per recommendation from Infrastructure Solutions Group, LLC, Consulting Engineers. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

17. Discussion and possible action — To approve or not approve Change Order No.

1 for WAG-23-08 — Yorkshire Street Improvements from Envision Civil Contractors in the amount of \$63,982.50 per recommendation from Infrastructure Solutions Group, LLC, Consulting Engineers

Dale Burke told the Council that the base of the road was not structurally sound and it was determined that there would need to be repairs made to the base before the concrete could be poured. This work has been done and the project is continuing towards completion.

Motion by Councilor Abernathy, second by Councilor Wagoner to approve Change Order No. 1 for WAG-23-08 — Yorkshire Street Improvements in the amount of \$63,982.50 per recommendation from Infrastructure Solutions Group, LLC, Consulting Engineers. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

18. Discussion and possible action – To approve or not approve Invoice No. WAG-23-08-02 – Yorkshire Street Improvements in the amount of \$10,760.00 from Infrastructure Solution Group, LLC, Consulting Engineers

Dale Burke told the Council that this was the same project and this was the invoice for the onsite inspector as well as construction management services.

Motion by Councilor Abernathy, second by Councilor Butler to approve Invoice No. WAG-23-08-02 — Yorkshire Street Improvements in the amount of \$10,760.00 from Infrastructure Solutions Group, LLC, Consulting Engineers. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

19. Discussion and possible action — To approve or not approve Invoice No. WAG-23-05A-04 — 2023 Street Rehabilitation in the amount of \$5,814.37 from Infrastructure Solutions Group, LLC, Consulting Engineers

This is for the regular Street Rehabilitation Project for this year. The project is 99% complete.

Motion by Councilor Abernathy, second by Councilor Rhoden to approve Invoice No. WAG-23-05A-04 – 2023 Street Rehabilitation in the amount of \$5,814.37 from Infrastructure Solutions Group, LLC, Consulting Engineers. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

20. Discussion and possible action — To enter into a professional landscape architectural services agreement with R.L. Shears Company, P.C., Landscape Architects, for the preparation of conceptual drawings, cost estimate, and grant application for Transportation Alternatives Program funding through the 2024 ODOT funding cycle for Phase 3 of the Downtown Streetscape Project

Discussion was held as to this item.

Motion by Councilor Abernathy, second by Councilor Higginbottom to enter into a professional landscape architectural services agreement with R.L. Shears Company, P.C., Landscape Architects, for the preparation of conceptual drawings, cost estimate, and grant application for Transportation Alternatives Program funding through the 2024 ODOT funding cycle for Phase 3 of the Downtown Streetscape Project. VOTE: Butler, yes; Wagoner, yes; Lenard, no; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

21. Discussion and possible action – To ratify the appointment of John Chandler as Board Member of The City of Wagoner Economic Development Authority

Motion by Councilor Wagoner, second by Councilor Rhoden to ratify the appointment of John Chandler as Board Member of The City of Wagoner Economic Development Authority. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

22. Discussion and possible action — To ratify the appointment of Chris Luna as Board Member of The City of Wagoner Economic Development Authority

Motion by Councilor Wagoner, second by Councilor Butler to ratify the appointment of Chris Luna as Board Member of The City of Wagoner Economic Development Authority. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

23. Discussion and possible action – To approve or not approve a Work Order for engineering for pavilions to be located at Dunbar Park and Lincoln Park and sidewalks at Lincoln Park with Infrastructure Solutions Group, LLC, Consulting Engineers in the amount of \$5,000.00

Mayor Self stated that Dale Burke was working with us on this project and had given us a good price for the work. Councilor Wright asked if we had gotten quotes for this and was

told that quotes had been received and Infrastructure was the lowest price. This will include the engineering and the bidding process.

Motion by Councilor Abernathy, second by Councilor Butler to approve a Work Order for engineering for pavilions to be located at Dunbar Park and Lincoln Park and sidewalks at Lincoln Park with Infrastructure Solutions Group, LLC, Consulting Engineers in the amount of \$5,000.00. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

24. Discussion and possible action – Approval of State Auditors Office to perform a Citywide forensic audit

Mayor Self stated that this audit had come up several times and he thought we should go ahead and have it done. The state is at least a year out on doing an audit. This will get us on their list.

Councilor Higginbottom asked what the scope of the audit was. He talked with the State Auditors Office and they need clear cut objectives for an audit. He also expressed concern at the price of the audit when we pay for an independent audit each year.

Councilor Sampson stated that an audit would point out things being done wrong and we could then correct and move forward.

Councilor Lenard stated that she thought it should have been done when former Mayor, AJ Jones, left.

Motion by Councilor Wright, second by Councilor Lenard to approve the State Auditors Office to perform a Citywide forensic audit. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, no; Rhoden, no; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

25. Unscheduled public appearances

Unscheduled public appearance speakers were Allen Branch, Tonya Sappington and Scott Yandell.

26. Departmental Reports

Jimmy Leopard gave the hospital update. He stated that the COVID cases waxed and waned. Right now we are in the green meaning there are very few active cases. Mr. Leopard told the Council that they hospital was now offering outpatient mental health care to their patients.

This should be a great asset to our community and the patients being discharged to have follow-up care available.

Dwayne told the Council that the Casaver stormwater project is still being designed and we have lots of challenges due to the large number of utility lines located in Casaver and Church Streets. Dwayne attended a meeting at the ODOT Offices to get an update on the resurfacing project of Highway 51. The tentative start date for this project is the second week of April and should be finished in May.

27. Adjournment

Motion by Councilor Wagoner, second by Councilor Sampson to adjourn the City of Wagoner regular business meeting. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED
MEETING ADJOURNED

Dalton Self, Mayor

Rhonda K. Hash, City Clerk