

**THE CITY OF WAGONER ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING - City Hall
October 30th, 2023 5:30 P.M.**

Dalton Self, Mayor
Tony Lowe, Chairman
Phillip Sullivan – Vice Chairman

Bart Bogle – Member
Roger Schilling - Member
Tim Hoffman, Treasurer

MINUTES

1. **Call to Order:** Tony Lowe, Chairman called the meeting to order at 5:35 P.M. All members present.
2. **Approval or Correction of Minutes:** Regular Meeting on September 25th, 2023.

Motion to approve by Hoffman, second by Sullivan. Lowe, yes. Hoffman, yes, Sullivan, yes. Bogle, yes. Schilling abstained.
Motion carries.
3. **Recognize unscheduled speakers:** Darla Heller, Wagoner County Economic Board spoke at the end of the meeting. Notating that here. TS. Mentioned passing funding for the BOB. Asked if WEDA is going to present that to the County Economic Board on 11/15/2023 @ 3pm. Mayor said there will be several people there at that meeting. Heller explained she and city planner have inventoried all the businesses in the downtown sector. They are comparing Wagoner city downtown to Collinsville and Sallisaw. Both communities built outdoor venues and want to see the overall impact of property values and how visitors increased because of them. The overall impact. It's hard to do but they want to see the overall impact. Jessica, city planner, worked on a narrative and asked the USDA how they could participate. USDA said Wagoner can go after a grant. The idea is having small business pop up shops and to work with ICTC for small business training. WEDA would be the applicant and it will open in December. WEDA will need a grant writer. Jessica and Heller have done a lot of the footwork already. Grant will be a portion of the overall project. Maybe wood structures or igloos. Heller will bring investors down. Do this possibly a couple times of year. Bogle mentioned Guthrie does pop ups like that. Heller will put WEDA on the agenda. It's at Coweta City Hall.
4. **Treasurer's Report:** Tim Hoffman. – Hood and Associates have not completed the audit. Hoffman left a message for the third time.

Blue Sky Bank: \$205,109.77 includes \$5109.77 in interest.

Treasury Fund: \$483,887.27

Checking Account: \$79,432.95 does not include \$60,000 from the city.

Motion to approve by Lowe, Second by Sullivan. Voice vote carries.
5. **Chairman's Report:** Tony Lowe. None.

6. **Mayors Report:** Dalton Self. Two weeks ago, Mayor Self and Darla Heller visited North American Air Exchangers. They are right on schedule and happy to be in Wagoner.
7. **Committee Report:** Harris Building. Tonya Sappington talked to the Awning company. Frame is finished. Sewing the last canvas. Definitely on schedule to install before Thanksgiving. Other than that, we have three of the vinyl window banners that we can possibly hang in the upstairs windows in the future. Spoke to Jeff Porter about getting some pictures together and some family history in case we want to do some kind of Harris history announcement.
8. **Discussion and Possible Action:** Relocate ditch on 9.75 acres to South edge of property. See #12. Take no action.
9. **Discussion and Possible Action:** Allocation of funds for the BOB project. Lowe states the board needs to set aside the funds for this project. Would like to set \$250,000 aside for this project. Motion by Lowe, Second by Bogle. Voice vote carries.

10. Discussion and Possible Action: Removal of paint on the brick wall of Harris Building. **(See enclosed bids)**

One bid has no insurance in the amount of \$2200. Second bid by East Creek Steamer LLC/Ty Haynes in the amount of \$5000. Third bid is by Jason Ashlock. A+ J&J Handyman for \$2800. Ashlock will produce insurance if he gets the bid. Schilling pointed out that Ashlock bid does not include cleanup. Job will include cleanup. Job includes all white paint and red above. Schilling expressed concern about run off. Lowe stated no, they will do cleanup and make sure that does not happen. Hoffman asked about a written contract/job description. Tonya Sappington will create a job description for this job and get to Ashlock. Sullivan makes motion to accept Ashlocks bid as long as he agrees to job description and signs a contract.. Second by Bogle. Voice vote carries.

11. Discussion and Possible Action : Installation of shadow boxes Harris building. **(See enclosed bids)**

Jeff Heffley resubmits his bid revision in the amount of \$5518.44 to include \$1518.44 in materials. \$4000 in labor. Heffley says two windows will have 12 inch insets for bigger displays like pottery or trophies, the other two will be 4-6 inch inset for paintings, posters, etc. Bogle asked if these will be installed where you cannot see around them. Heffley replies, yes. The big window will have an image on the big panel. The boxes will open so it can be maintained. Canvas will be varnished for easy cleaning. Lowe asked if Heffley was going to maintain it for a year. Heffley said yes. Schilling was absent before. Sappington explained that it will be boxes that are attached and will open to change out the display. Heffley explained no sheetrock, just canvas like a giant painting. Sappington showed Schilling examples of Heffley's work and the painting idea for the big window. Bogle asked about getting electricity there. Lowe replied Peters said he would get what was needed. Lights were discussed. Will address later. Lowe mentioned WEDA is committing \$250,000 to the BOB and they don't want an eyesore next door. Sullivan makes a motion to accept. Hoffman second. Voice vote carries.

12. Discussion and Possible Action Complete the pond on the 9.75 acres Park 1. **(See enclosed bids)**

Detention pond needing to go on 9.75 acres behind DMI. It is required. There are two quotes. One from Scott Graham trucking in the amount of \$4500, the second from Dirt Wurx, LLC in the amount of \$34,350.00. The ditch that was cut by

DMI was cut into WEDA's property and has to be moved in order to use the property. Motion to accept Scott Graham's bid for just the retention pond by Bogle, second by Lowe, voice vote carries.

13. Discussion and Possible Action: Sponsorship of Christmas Light Program. Dell Davis is requesting \$500 for the Christmas Light program. For the winner of the decorating contest No documentation given. Mayor Self explained it is for businesses only this year. Discussion about WEDA already paid for banners and playground equipment in the amount of \$11,177.00. Mayor tried to call Dell to find out. Bogle said it's too vague for him. Mayor asked to move on and come back to it if she calls him back. Kim Davis expressed wanting to know what it is specifically for. Lowe suggested taking no action. Dell Davis did contact the Mayor before the end of the meeting to say, yes it's for the Christmas Light contest for \$500. Hoffman pointed out the amount already given to the city. Schilling, Motion to deny. Bogle second. Voice vote carries.

14. Discussion and Possible Action: Sale of recently demoed property. One individual reached out. Did not offer what has already been spent and was not going to put a viable business in there. A DG Fresh Market would be great. Mayor mentioned having spoken to a regional manager who thinks it is a great idea and is going to try to help. Audience expressed needing a grocery there. WEDA will continue to try to contact DG Fresh Market. Council Wright mentioned Save A Lot in Tahlequah as a possible store. Mayor Self might reach out to the owner of Mini Max in Muskogee. Take no action.

15. Adjournment: Lowe welcomed Roger Schilling to the board. Meeting adjourns at 6:26 pm. Motion by Bogle, Second by Sullivan, voice vote carries.

Tony Lowe, Chairman
Agenda Posted at City Hall: October 27th , 2023