

THE CITY OF WAGONER ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING - City Hall
September 25, 2023 5:30 P.M.

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

Bart Bogle – Member
Pam Stephens Karnes - Member
Tim Hoffman, Treasurer

MINUTES

1. **Call to Order:** 5:32 pm. Hoffman, Sullivan, Bogle and Lowe present. Karnes sitting in the audience.
2. **Approval or Correction of Minutes:** Regular Meeting on August 28, 2023

Motion to approve by Lowe, second by Bogle. Sullivan abstains (absent last meeting). Hoffman, yes. Lowe, yes. Bogle, yes.
Motion carries.
3. **Recognize unscheduled speakers:** Wagoner County Economic Development Authority liaison , Darla Heller introduced herself and gave a brief report of her history in Economic Development. She stated she is very proud of some of the developments in the past couple years. DMI and North American Air Exchangers and is looking forward to helping bring more business and put more people to work in Wagoner County and Wagoner. There were no other unscheduled speakers.
4. **Treasurer's Report:** Tim Hoffman. Audit is under way. There is documentation required by Hood and Associates and once that is turned over to them, they will proceed.

Blue Sky Bank: \$203,575.89 (\$775.08 interest in August)

Treasury Fund: \$483,823.84 (up \$299,689.67 cell tower lease)

Checking Account: \$119,233.17

Sullivan, motion to approve. Bogle second. All yes. Voice vote carries.
5. **Chairman's Report:** Tony Lowe presented Pam Stephens-Karnes with a plaque commemorating her dedication and commitment to Economic Development. 2014-2023. Pam stated she is taking over the Wagoner FFA Shooting Team and they are doing a fundraiser if anyone would like to support the Wagoner FFA students. She stated she is glad that Darla Heller is back in her hometown and is looking forward to seeing her help in growing Wagoner's Economic Development.

Lowe stated there are lots of projects going on and is glad to see Darla Heller to rely on and work with on a county level. As always, 7 days a week, 365 days a year, if someone calls us, we will do our best to send them in the right direction. If anyone contacts anyone, send them our way. We will be happy to talk with them.

6. **Mayors Report:** Dalton Self, not present.

7. **Committee Report:** Harris Building. Tonya Sappington reports, no committee meetings have happened. Nate Rojas has resigned from the committee. Only things discussed are window dressings so no one can see inside the building while it's being worked on. We talked about awning color and possibly putting a dehumidifier or something down on the floor to remove and combat the moisture. Will talk about window dressings in a later agenda item. Need to check into precipitation going down the front windows in between the bricks and the glass. Kim Davis stated there are big vinyl banners somewhere that were given to Sam Call. Tonya states possibly hanging things in the upstairs windows.

8. **Presentation :** Ken Peters is requesting \$1177 to pay for 10 Christmas banners to hang downtown. They are \$107 each. Stated Dalton had agreed to pay for 10 and they would like WEDA to pay for ten. Allen Branch suggested local biz be allowed to purchase some. Tonya Sappington stated that at the park meeting that a member of Lions and Rotary had said they might pay for two. Peters stated they did not want to do that. Only wanted the City and WEDA to pay this time.

9. **Discussion and Possible Action:** Purchase of Economic Development banners for Christmas. Motion to purchase by Hoffman, Second by Sullivan. Voice vote carries. Check written to the City of Wagoner.

10. **Discussion and Possible Action:** Harris Building awning replacement, paint removal of white wall that is peeling off. Bogle asked if they are going to take the wall where the white paint is peeling and take it back to brick. Lowe stated yes, will powerwash that off. Tonya Sappington stated there are two quotes from awning companies. Awnings of Tulsa and Oklahoma Custom Canvas Products, Inc.(OCCP, Inc.) We recommend going with OCCP, Inc. for the following reasons. Even though the quote is higher, the company has replaced the awnings there before, the salesman lives in Wagoner and is familiar with the project building. OCCP, Inc. also gives a much quicker timeline. 6-8 weeks vs 18 weeks. We recommend the burgundy color with a black trim. Will have the salesman bring color swatches to town this next week so we can see the color in person. Motion to approve the OCCP, Inc purchase in the amount of \$7600.00 due to 6-8 week install timeline by Lowe. Second by Sullivan. Voice vote carries.

11. **Discussion and Possible Action :** Demolition of recently acquired Reynolds property see enclosed bids. Bid by Scott Graham Trucking in the amount of \$5500 is the lowest bid. Also, one from Five Star Demolition \$6000 and Dirt Wurx \$9400. Bogle asked about dumpsters. Lowe confirmed it's not to exceed \$5500. Refrigerated unit will be moved. Lowe stated Five Star gets more work and would like to keep it local. Motion to accept bid by Sullivan, second by Hoffman. Voice vote carries.

12. Discussion and Possible Action Declaring all remaining items on Reynolds property as surplus. Lowe stated Norman Adams was going to look at the electrical boxes and see if they can be used and will give a little something for them. There is a display counter inside there if anyone wants it. Otherwise, it will be thrown in the dumpster. Freezers inside, etc. Motion to declare surplus by Lowe, second by Hoffman. Voice vote carries.

13. Discussion and Possible Action: Window dressing for Harris Building windows-temporary vs permanent. Tonya Sappington spoke to the thoughts on using a Christmas window decorator vs a more classy option. Introduced local artist Jeff Heffley. Jeff brought some of his paintings to show his work and spoke of his being an award winning artist. He proposes building window boxes made of canvas and sealed with varnish for easy cleaning. He brought quotes for two windows instead of three and the board decided to take no action until next month in order to get a more precise quote covering three windows and an accurate price of wood.

14. Discussion and Possible Action: To accept the resignation of Board Member Pam Stephens-Karnes. Lowe states resignation letter is in packet. Motion to accept by Sullivan, second by Lowe. Voice vote carries.

15. Adjournment: Lowe asked if anyone else had anything before he closed the meeting. Darla Heller wanted to add that she is sending a survey to them to fill out that she is preparing for the county economic boards so it directs their actions. She has responded to three requests on Guy Edwards properties and the Department of Commerce. She's submitted three separate proposals and they have had one site visit.

Motion to adjourn by Bogle. Second by Sullivan. Voice vote carries. Meeting adjourns at 6:30 pm.

A handwritten signature in blue ink, appearing to read 'Tony Lowe', is written over a horizontal line.

Tony Lowe, Chairman
Agenda Posted at City Hall: September 22, 2023