

City of Tonkawa

December 19, 2023

The City Council of Tonkawa, Oklahoma held a meeting at 5:30 P.M. in Council Chamber located at 115 South 7th Street on the above referenced date. Mayor Stacy Burns, Vice Mayor Charles Conaghan, and Council members, Brandt Harris, Kenneth Smith, and Reece Simpson were present. Mayor Stacy Burns called the Meeting to order. Vice Mayor Charles Conaghan gave the Invocation and Mayor Stacy Burns led the Salute to the Flag.

The **minutes from the regular meeting on November 21, 2023 were reviewed and stand approved.**

The Claims for November 2023 were reviewed.

Stacy Burns made a motion to approve the city claims for November 2023, except for the Invoice 231 from Diemer Construction for \$12,940.00

Kenneth Smith seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, and Reece Simpson and Brandt Harris.

Stacy Burns made a motion to approve the city claim for the Invoice 231 from Diemer Construction for \$12,940.00

Charles Conaghan seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, and Reece Simpson. Brandt Harris recused himself from the vote.

Meredith Wilson with RS Meacham CPAs presented the November 2023 Financial Report.

Charles Conaghan made a motion to approve the Financial Report for November 2023

Reece Simpson seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, Reece Simpson, and Brandt Harris

City Manager Kirk Henderson presented the contractor's pay application #7 in the amount of \$32,502.23 and/or change orders for Circle B Underground, LLC for 18602 CDBG 22 and DWSRF #P40-2003603-03 waterline improvements projects for approval.

Stacy Burns made a motion to approve the contractor's pay application #7 in the amount of \$32,502.23 and/or change orders for Circle B Underground, LLC for 18602 CDBG 22 and DWSRF #P40-2003603-03 waterline improvements projects.

Charles Conaghan seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, Reece Simpson, and Brandt Harris

City Clerk Nancy Skipper presented the Stability Test and the results of the tests and review by the governing body. "Step 4 of the Oklahoma Municipal Group Assurance Recognition Program Grant" for approval.

After the review by the governing body, Stacy Burns made a motion to accept the results of the Stability Test and work toward improving the lower scores from Stability Test as part of the Oklahoma Municipal Group Assurance Recognition Program.

Kenneth Smith seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, Reece Simpson, and Brandt Harris

City Manager Kirk Henderson presented the RURAL ECONOMIC ACTION PLAN Award of \$100,000.00 for AMR Electric Meters and Installation for acceptance, and authorize the Mayor to sign Contract Number KA24-3 from Northern Oklahoma Development Authority

Charles Conaghan made a motion to accept the RURAL ECONOMIC ACTION PLAN Award of \$100,000.00 for AMR Electric Meters and Installation, and authorize the Mayor to sign Contract Number KA24-3 from Northern Oklahoma Development Authority.

Reece Simpson seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, Reece Simpson, and Brandt Harris

City Manager Kirk Henderson presented the action to advertise and sell the following vacant lots:

City of Tonkawa 3760-00-007-011-0-000-00; 506 N. 11th, Tonkawa, OK 7465-0000; Tonk-UPS Addition Block 7, Lot 11

City of Tonkawa 3760-00-011-003-0-000-00; 411 N 9th St., Tonkawa, OK 74653-0000
Tonk-UPS Addition Block 11, Lot 3

City of Tonkawa 3000-00-034-019-0-000-00; 108 S. 10th St., Tonkawa, OK 74653-000; Tonkawa – O.T. Block 34, Lots 19-21

City of Tonkawa 3000-00-034-017-0-000-00; 106 S. 10th, Tonkawa, OK 74653-0000; Tonkawa – O.T. Block 34, Lots 17-18

This agenda item was tabled and the City Manager asked the Council Members and Kevin Ditmore to email their suggestions for the terms of the sale of the lots.

City Manager Kirk Henderson presented a request from the Tonkawa Chamber of Commerce for the City to assume the responsibilities of operating the Tonkawa Youth Sports program and with the intention of employing a full-time director.

Brandt Harris made a motion not to hire a full-time director for the Tonkawa Youth Sports.

Stacy Burns seconded the motion because it is not in the City's best interest to take on this position at this time.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, Reece Simpson, and Brandt Harris

City Manager Kirk Henderson presented an appointment of expired term of Trustee VII and the unexpired term of Trustee VIII on the Tonkawa Development Authority for approval.

Charles Conaghan made a motion to approve the appointment of Brian Lane for expired term of Trustee VII and Natalie Williams for the unexpired term of Trustee VIII on the Tonkawa Development Authority.

Kenneth Smith seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, Reece Simpson, and Brandt Harris

City Manager Kirk Henderson presented the appointments of three vacancies on the Park and Recreation Committee for approval.

Charles Conaghan made a motion to approve the appointments of Kelly Conaghan, Suzy Sturges, and Lauri King to the Park and Recreation Committee and bring back the By-Laws for the Park and Recreation Committee to review the terms and number of positions in next meeting.

Reece Simpson seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, Reece Simpson, and Brandt Harris

City Manager Kirk Henderson presented the signing of the Contract with from Diversified Construction of Oklahoma contingent upon receipt and approval of the Bonds and Insurance by the City Attorney for the Tonkawa FAP Loan - Wells, Treatment Plant, Waterlines and Standpipe project.

City Attorney Lee Stout reviewed the Bonds and Insurance received by Parkhill and said the bonds and the contract language are appropriate the project. Charles Conaghan made a motion to authorize the signing of the Contract with from Diversified Construction of Oklahoma for the Tonkawa FAP Loan - Wells, Treatment Plant, Waterlines and Standpipe project.

Stacy Burns seconded the motion.

The following voted Aye: Stacy Burns, Kenneth Smith, Charles Conaghan, Reece Simpson, and Brandt Harris

City Attorney Lee Stout – nothing further to report.

Mayor Stacy Burns – nothing further to report.

City Manager Kirk Henderson – Okie Safety is doing the building inspections for the current School Project and the Pilot Station remodel and they are billing the developers. Circle B Underground will start work on the street repair on East North Avenue and on Public to 2nd Street, and 3rd Street and progressively to the west and start on the 26th. ABT Solutions has installed the new phone system and once we have everything working, we will cancel the AT&T phone service and internet service. There is no charge to the City and the phones work off of the internet.

Being no further business, Mayor Stacy Burns adjourned the meeting. The minutes will be reviewed for approval in the next regular meeting.

Nancy Skipper
City Clerk

Stacy Burns
Mayor