

City of Tonkawa

January 17, 2023

The City Council of Tonkawa, Oklahoma held a meeting at 5:30 P.M. in Council Chamber located at 115 South 7<sup>th</sup> Street on the above referenced date. Mayor Kenneth Smith, Vice Mayor Charles Conaghan, and Council members, Jack Evans, and Rick Allan were present. Stacy Burns was absent. Mayor Kenneth Smith called the Meeting to order. Kevin Ditmore gave the Invocation and Mayor Kenneth Smith led the Salute to the Flag.

**The minutes from the regular meeting on December 20, 2022, were reviewed and stand approved.**

**The Claims for December 2023 were reviewed.**

Charles Conaghan made a motion to approve the city claims for December 2022 with the correction to the memo on Check No. 18231 to PCS for People.

Rick Allan seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan.

**Meredith Wilson with RS Meacham CPAs presented the December 2022 Financial Report.**

Charles Conaghan made a motion to approve the Financial Report for December 2022.

Rick Allan seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan

**Jana Walker CPA, PLLC presented the Fiscal Year 2022 Audit Report for the City of Tonkawa for approval.**

Charles Conaghan made a motion to approve the Fiscal Year 2022 Audit Report for the City of Tonkawa

Rick Allan seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan

**City Manager Kirk Henderson presented the bids received for approval on CDBG/DWSRF Waterline Improvements and asked to accept the recommendation from Parkhill for the lowest and best Bidder.**

Charles Conaghan made a motion to approve the bids received for CDBG/DWSRF Waterline Improvements and accept of the recommendation from Parkhill for Orr Construction as the lowest and best Bidder.

Rick Allan seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan

**City Manager Kirk Henderson and Bryan Mitchell with Parkhill Engineering presented the award of the bid to Orr Construction and authorize the signing the Notice of Contract award for CDBG/DWSRF Waterline Improvement for approval. The grant is \$600,000.00 and the City of Tonkawa's total matching funds are \$1,474,911.00 a total of \$2,074,911.00.**

Charles Conaghan made a motion to award the bid to Orr Construction and authorize the signing the Notice of Contract by the Mayor award for CDBG/DWSRF Waterline Improvement

Rick Allan seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan

**City Attorney Lee Stout presented ORDINANCE 2023-01-01 to update Ward Boundary Map after the recent Federal 2020 Census for approval.**

Kenneth Smith made a motion accept the New Ward Map, and authorize the publication for the 30-Day Notice for the New Map with the description for the boundary changes.

Jack Evans seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan

**City Manager Kirk Henderson presented ORDINANCE 2023-01-02 for approval.**

AN ORDINANCE OF THE CITY OF TONKAWA, OKLAHOMA, A MUNICIPAL CORPORATION, AMENDING **TONKAWA CODE** PROVIDING FOR THE ADDITION OF SECTION ENTITLED "RESTRICTION ON TOBACCO/E-CIGARETTE RETAILERS"; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR AN EMERGENCY.

Kenneth Smith made a motion table this item.

Jack Evans seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan

**City Manager Kirk Henderson presented a recommendation from the Tonkawa Development Authority for appointments of Trustee IV and Trustee V**

Charles Conaghan made a motion to appoint Jimmy Linton for Trustee IV for a full term and appoint Kurt Campbell for Trustee V to fill the unexpired term until 2024

Jack Evans seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan

**City Manager Kirk Henderson presented the replacement of 3 members on the Park and Recreation Board.**

Charles Conaghan made a motion to appoint of Patsy Finn, and Mary Allan to the Park and Recreation Board. We will make inquiries for one more appointment to this board.

Jack Evans seconded the motion.

The following voted Aye: Kenneth Smith, Charles Conaghan, Jack Evans, and Rick Allan

**City Attorney Lee Stout** – No further report

**Mayor Kenneth Smith** – No further report

**City Manager Kirk Henderson** – The City will be obligating approximately 3.4 million of unrestricted funds for current Infrastructure projects. Carrothers Construction has completed most of the items on the final punch list. The public works crew is taking down the Christmas Decorations. Our first full-time Female Firefighter is leaving the City.

Being no further business, Mayor Kenneth Smith adjourned the meeting.

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Nancy Skipper  
City Clerk

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Kenneth Smith  
Mayor