

**MINUTES OF THE MEETING OF THE CITY COUNCIL
TONKAWA, OKLAHOMA
August 19, 2025**

Pursuant to notice as required by law, the City Council of Tonkawa met in regular session at 5:30 p.m. in the City Council Room, 115 S. 7th Street, with Mayor Stacy Burns presiding.

Present: Stacy Burns, Mayor
Brandt Harris, Councilman
Charles Conaghan, Councilman
Reece Simpson, Councilman
Kenneth Smith, Councilman
Nicholas Payne, City Manager
Brenda Wooderson, City Clerk
Lee Stout, City Attorney

Absent: None

1. CALL TO ORDER, INVOCATION AND FLAG SALUTE.

Mayor Stacy Burns called the meeting to order at 5:30 p.m.

****CONSENT AGENDA****

All items listed under the Consent agenda are deemed to be non-controversial and routine in nature by the governing body. They will be approved by one motion of the governing body.

The items on the Consent Agenda will not be discussed. Any member of the governing body desiring to discuss an item on the Consent Agenda may request that it be removed from the Consent Agenda and be placed in its proper place on the Regular Agenda. It will then be considered at that time.

The City Council found items #2 through #4 non-controversial and routine in nature.

Motion Made By: Simpson to approve consent agenda with a note to correct the labeling of item 20973 in payment of claims.

Motion Seconded By: Smith.

	Ayes	Nays	Abstain
Councilman Harris		X	
Councilman Conaghan	X		
Mayor Burns	X		
Councilman Simpson	X		
Councilman Smith	X		

2. Consider And Vote Upon The Minutes Of July 15, 2025, Council Meeting.

3. Consider And Vote Upon The July Payment Of Claims.

4. Consider And Vote Upon Payment To Axon Enterprise, Inc. In The Amount Of \$75,944.25 For Year 1 Of The 5-Year Extension Of Axon Provided Services And Equipment. The Extension Was Approved During June 13, 2025, Special Council Meeting.

****ITEMS REMOVED FROM THE CONSENT AGENDA****

5. None.

****REPORTS****

6. Monthly Financial Report From RS Meacham CPA's
 Conner Meacham presented the Financial Report.

7. City Mayor's Report - None.

8. City Attorney's Report

City Attorney Lee Stout reported that he has been working with City Manager Nick Payne on the golf cart/UTV ordinance and it should be ready for presentation to the Council next month.

9. City Manager's Report

Attached.

****NEW BUSINESS****

10. Consider And Vote Upon Payment Of \$2500.00 To The Pride And Beautification Committee For Turf Repair And Drainage At Heart In The Park.

City Manager Nick Payne spoke about the project and answered questions from the Council.

Motion Made By: Conaghan to approve payment.
 Motion Seconded By: Smith.

	Ayes	Nays	Abstain
Councilman Harris	X		
Councilman Conaghan	X		
Mayor Burns	X		
Councilman Simpson	X		
Councilman Smith	X		

11. Consider And Vote Upon A Resolution Of The Mayor And City Council Of The City Of Tonkawa, Oklahoma, Authorizing And Approving The Restated & Readopted Third Amendment To The Trust Indenture Creating The Tonkawa Development Authority (Hereinafter Referred To As The "Authority") Dated The 19th Day Of August 2025, Which Authority's Trust Indenture Was First Created And Adopted On The 2nd Day Of January 2007, And With Such Trust Indenture Amended By The First Amendment Approved On The 19th Day Of January 2010, And The Second Amendment Approved On The 21st Day Of June 2022, And Acceptance Of The Beneficial Interest Created By Such Trust Indenture, As Amended; Authorizing The Mayor And City Clerk To Affix Their Signatures To The Appropriate Documents.

Motion Made By: Harris to approve.
 Motion Seconded By: Conaghan.

	Ayes	Nays	Abstain
Councilman Harris	X		
Councilman Conaghan	X		
Mayor Burns	X		
Councilman Simpson	X		
Councilman Smith	X		

12. Discuss recommendations for appointments to the Park and Recreation Committee.

This item was tabled.

13. ADJOURN.

Motion Made By: Burns to adjourn.
 Motion Seconded By: Simpson.

	Ayes	Nays	Abstain
Councilman Harris	X		
Councilman Conaghan	X		
Mayor Burns	X		
Councilman Simpson	X		
Councilman Smith	X		

Mayor Burns adjourned the Tonkawa City Council meeting at 6:03 p.m.

PASSED IN SESSION AND APPROVED THIS 16TH DAY OF SEPTEMBER 2025.

ATTEST:



Gwendolyn K. Wooderson

CITY CLERK

Stacy B...
MAYOR



CITY MANAGER REPORT

Tuesday, August 19, 2025, at 5:30 p.m.

CITY COUNCIL MEETING

City Admin

We posted the opening for the Public Works Director position to Tonkawa, Blackwell, and Tonkawa Newspapers. Additionally, we have posted the position on Oklahoma Municipal League, Texas Municipal League, League of Kansas Municipalities, and American Association of Municipal Executives websites. We have uploaded a very descriptive post to the City of Tonkawa website, as well. If anyone has any other suggestions of where to post, please let me know.

The RAMP card application has begun, and we are currently going through the bank process of adding our account, and Ricardo (First Nation Bank of Oklahoma) is helping with this.

Enterprise Fleet is evaluating our current asset pool of vehicles. We have had to make some amendments as some of the police vehicles have begun to have mechanical issues. I have been assured that this should not affect the figures that were presented to the City Council.

The front office is doing great. Accounts Payable is catching up, and Utility Billing is learning fast and taking on new tasks daily. The City Clerk's office is still adapting and learning the proper Standard Operating Procedures after being in office for 4 months now.

Tyler Tech University training will begin soon, and we are excited to see the improvements this software offers.

We have extended a conditional offer of employment to a new Street Superintendent who plans to start on September 2nd, 2025.

We have meetings scheduled next week to continue the TAP Grant Sidewalk project for contractors. We should have more details next council meeting.

The 'Ridin Grand' Event occurred in Downtown Tonkawa on Friday, August 15th. The 'Good Vibrations' Car Show occurred the following day on Saturday, August 16th. Both events were really awesome. It was our first year of Ridin Grand and had 50 Cars registered. Numerous businesses participated. Special thank you to Northern Oklahoma College Radio Station KAYE-FM, as they let us "commandeer" their format and play oldies for four hours.

Tonkawa Fire Dept

A: We will be using A to Z Flooring to do sleeping quarters, tv room, kitchen, and both offices. The bid was for 20 mil vinyl flooring glued down.

B: Ladder 1 is still out of service. Waiting on parts for repair. Steering Gearbox. All County Tax to fix it.

C: Willow Haven closing did affect our runs over the last three years. The years were from January 1, 2022- December 31,2022, January 1, 2023- December 31, 2023, January 1, 2024-to December 31,2024. The first year we had a total of 152 runs Willow Haven this figure includes transfer back to Willow Haven from hospital. The next year it dropped to 118 and the next year to 86. We do make more ambulance runs to other areas in our jurisdiction including ambulance runs to Billings area. With Willow Haven closing Tonkawa Fire Dept will not have a significant change in runs per year.

Ponca City Ambulance Donation: 2011 WheelCoach Ambulance Diesel. Very Nice. Governmental Transfer from Ponca City in the end of July 2025. Will supplement Ambulances as R1 is down and expensive to fix. This will help until the new Ambulance is completed which will be in December 10, 2025. After, the new ambulance arrives, there are plenty of uses for it: OEM, Public Works, Etc.

Library

The Library Board voted unanimously to move meetings to a quarterly basis instead of monthly.

Megan Wooderson (Library/HR) will be on vacation from Friday to September 15th. Brenda Wooderson will be filling in for Megan in her absence.

Public Works

Water Dept. has a 1-inch tap to do on Wednesday, 8/19/2025

Knutson (contractor/vendor) requested pictures of the irrigation arm to make a quote for nozzle replacement/repair.

Circle S has not replied regarding their quotes to repair the irrigation arm.

Worth Hydrochem will be here this week to look at the West Stand pipe antenna and cable for possible repair and look at Rogers Lift Station and Loves Lift Station Flow Sensors for repair.

Parts for Maverick Hall leak repair will be here this week, we will be scheduling bore once everything is here.

Planning a 2-inch line splice at Public and Oklahoma Ave. Once done, it will be ready for concrete.

The Electric Dept. got all the Patriotic [4th of July] Banners down and put away.

The Electric Department is still down a bucket truck. The dealership reported that they have not received the new transmission yet. We are still waiting on an update from them on the expected time frame.

The Electric Dept. is continuing to tree trimming operations. Most recent areas are Rivera, North Ave. North Public and Barnes, and 100 block north 9th Street & 10th Street.

The Electric Department will wire a new pad mount set and wire to trench in for OK -Bit's new operation on S. Main Street.

We got the mower back from the shop on 8/19/2025 and it has been put back into service.

Mowing is continuing as usual.

The Street Department has done numerous fogging operations and sprayed the parks with emergent on the grounds. Initial fogging operations were in the 5th Street Creek and at the school on 8/17/2025.

A hydraulic hose burst on the brush hog on Friday, 8/15/2025. It has been repaired now.

North Avenue Crosswalks were repainted before the first day of School. We ran out of paint and had to order more. We have since received the paint from Centerline and are scheduling time to finish the crosswalks on North Avenue, Main Street, and Grand Avenue. We are working on supplies and logistics for repainting the crosswalks near NOC.

Prepping holes and two curbs for concrete pours (in front of City Hall and in front of the First Presbyterian Church at 4th and NOC Dr.

The Street Department is looking to order the Sand Spreader in the coming weeks so we have it before we need it.