

**MINUTES OF THE MEETING OF THE CITY COUNCIL
TONKAWA, OKLAHOMA
September 16, 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.
 Item #3 was removed.

Motion Made By: Burns to approve #2 and #4.
 Motion Seconded By: Simpson.

	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 August 19, 2025, Council Meeting.

3. Consider And Vote Upon The August Payment Of Claims.
4. Consider And Vote Upon A One Year Renewal Of “The Interlocal Agreement Between Board Of Commissioners Of Kay County and City of Tonkawa, Oklahoma.”

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

5. Item 3 was removed from the consent agenda.

Brandt Harris asked questions about items on the payment of claims.

Motion Made By: Conaghan to approve item #3.
 Motion Seconded By: Simpson.

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

****REPORTS****

6. Monthly Financial Report From RS Meacham CPA’s – Meredith Meacham Wilson presented the financial report to the Council.
7. City Mayor’s Report - None.
8. City Attorney’s Report – Lee Stout, City Attorney, advised that he had made the requested changes to the golf cart ordinance.
9. City Manager’s Report – Included as Attachment A.

****NEW BUSINESS****

10. Consider And Vote Upon Payment Of An Invoice From Tonkawa Development Authority In the Amount Of \$2166.67 For Economic Development Coordinator – September 2025.

City Manager Nick Payne stated that this was their normal monthly payment.

Motion Made By: Conaghan to approve.
 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 The Recommendation Of The Tonkawa Development Authority To Appoint Taylor Turner-Arndt As Trustee V To Fill The Unexpired Term Of Kurt Campbell, Ending December 31, 2025.

Motion Made By: Smith to approve.
 Motion Seconded By: Simpson.

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

12. Consider And Vote Upon The Request Of The Blackwell-Tonkawa Airport Authority To Reappoint Kenneth Vogt As A Trustee From The City Of Tonkawa For Another Three-Year Term Ending In 2028.

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

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

13. Update From The Fire Chief On The Status Of The Ambulance Transferred From Ponca City And The Surplus Timeline Of Tonkawa Ambulance R1.

Tonkawa Fire Chief Robert Fehring gave the update stating that Ambulance R1 would be considered as surplus after the ambulance transferred from Ponca City had been properly inspected, insured and officially put in service.

14. Consider And Vote Upon Proclaiming An Alternate Date To Be Recognized As The Official “Trick Or Treating” Observance In The City Of Tonkawa.

City Manager Nick Payne presented the Council with the possibility of recognizing a date other than October 31 as official Trick or Treat night in Tonkawa.

Motion Made By: Harris to keep the official observance date as October 31.
 Motion Seconded By: Simpson.

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

15. Receive An Update From City Attorney Lee Stout On The Golf Cart Ordinance And Consider And Vote To Approve Or Disapprove.

City Manager Nick Payne reviewed the changes made to the ordinance by Attorney Lee Stout.

Discussion ensued.

Motion Made By: Burns to approve the ordinance with amendment changing the yearly re-inspection fee to \$25.
 Motion Seconded By: Simpson.

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

16. Consider And Vote Upon Approval To Advertise For Bids On The Sale Of City Lots.

City Manager Nick Payne advised that the previous sale of the lots had never been completed, resulting in the properties becoming available for purchase again.

Motion Made By: Conaghan to re-advertise for bid .
 Motion Seconded By: Smith.

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

17. Consider And Vote Upon “Food For Fines”, A Program Designed To Reduce Fines For Active Tickets With Tonkawa Municipal Court In Exchange For Non-Perishable Food Items And Toiletries.

Brittany Jordan, Court Clerk, presented details of the program to the Council.

Motion Made By: Conaghan to approve program if receipt is presented with items donated.
 Motion Seconded By: Smith.

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

****RECESS TO TONKAWA MUNICIPAL AUTHORITY MEETING****

At 6:45 p.m. the Tonkawa City Council recessed to the Tonkawa Municipal Authority Meeting.

****RETURN TO REGULAR SESSION****

At 7:19 p.m. the Tonkawa City Council returned to regular session.

18. Consider And Vote To Conduct An Executive Session For The Confidential Communication Between The Council And Its Staff On Items A And B Below.
 - A. Discussing The Employment, Hiring, Appointment, Promotion, Demotion, Disciplining Or Resignation Of A Salaried Public Officer Or Employee. Authority For The Executive Item Is 25 O.S. §307(B)(1).
 - B. Discussing The Purchase Or Appraisal Of Real Property. Authority For The Executive Item Is 25 O.S. §307(B)(3).

Motion Made By: Conaghan to enter executive session.
 Motion Seconded By: Harris.

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

At 7:20 p.m. the City Council entered executive session.

At 8:25 p.m. the City Council returned to regular session.

19. Return To Regular Session And Take Any Necessary Action, If Appropriate, On Items Discussed In Executive Session.

No action was taken.

20 . ADJOURN

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

	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 8:27 p.m.

PASSED IN SESSION AND APPROVED THIS 21st DAY OF OCTOBER 2025.

ATTEST:

Andrea K Woodman

CITY CLERK



Stacy Burns
MAYOR