

**MINUTES OF THE MEETING OF THE CITY COUNCIL
TONKAWA, OKLAHOMA
December 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
Kenneth Smith, Councilman
Nicholas Payne, City Manager
Brenda Wooderson, City Clerk
Lee Stout, City Attorney

Absent: Reece Simpson, Councilman

1. CALL TO ORDER, INVOCATION AND FLAG SALUTE.

Mayor Burns called the meeting to order at 5:30 p.m.
Councilman Conaghan gave the invocation, followed by the flag salute.

****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 and #3 non-controversial and routine in nature.

Motion Made By: Conaghan to approve consent agenda as presented.
Motion Seconded By: Smith.

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

2. Consider and vote upon the minutes of November 18, 2025, City Council Meeting.
3. Consider and vote upon the November Payment of Claims.

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

4. None.

****CEREMONIES AND PROCLAMATIONS****

5. Proclamation: Congratulations to the Tonkawa Buccaneers Football Team, players, coaches and staff for an incredible season!

****REPORTS****

6. Monthly Financial Report From RS Meacham CPA's

Meredith Meacham Wilson reported that November financials looked great overall. She gave details on income and expenses for both General and TMA.

7. City Mayor's Report

Mayor Stacy Burns thanked the City and Staff for the wonderful Christmas gifts.

8. City Attorney's Report -- None.

9. City Manager's Report

City Manager Nick Payne prepared a lengthy report which was included in the Council packets, and he touched briefly on several of the topics included.

He spoke about the fire department and their continuous efforts in training and improvement. He also spoke in detail about the sealing and tinting of the windows at the new City Hall 2.0 building and the importance of investing in the structure.

****NEW BUSINESS****

10. Consider and vote to approve the recommendations of the Tonkawa Development Authority to appoint/re-appoint the following TDA Trustees:

Trustee III: Dennis Buss (reappointment)

Trustee V: Taylor Arndt (new appointment)

Trustee IX: Jon Lapczenski (reappointment)

Motion Made By: Conaghan to approve the recommendations.
Motion Seconded By: Smith.

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

11. Consider and vote upon the removal of Virgil Hook from the Tonkawa Planning and Zoning Board, as he has moved away from Tonkawa. If this board member is removed, consider nominations and suggestions for this board seat.

City Manager Payne discussed the options for removal and if a replacement was necessary at this time.

Motion Made By: Conaghan to remove Virgil Hook from the board.
 Motion Seconded By: Smith.

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

12. Consider and vote to approve the Pride & Beautification Committee to pay Kelly Painting & Drywall \$3,000.00 to repaint the Caboose at the Santa Fe Railroad Depot pursuant to a funding request made to the Pride & Beautification Committee by the Tonkawa Historical Society at the December 1, 2025, Meeting.

There was discussion about the amount of the \$3,400.00 bid and the remaining amount that was to be funded by another source.

Councilman Smith suggested that they be required to use a certain type of paint that would not fade over time. Everyone agreed with this.

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

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

13. Consider and vote on possible options for speed enforcement on Public Street.

City Manager Nick Payne spoke about the street, the length of it, the speed issue and the need for more signage. Suggestions were made about the possibility of putting two signs on one post.

Discussion ensued and it was decided to table the item for further information on signage.

14. Consider and vote on an amended Golf Cart Ordinance prompted from discussion during the November 18, 2025, City Council Meeting. Update and/or amended Golf Cart Ordinance submitted by City Attorney Lee Stout.

City Attorney Lee Stout asked the Council for specific details about what changes were wanted and stated that he would draft a revised ordinance for approval after a decision was made.

City Manager Nick Payne said he would research other cities' ordinances on the same and get back with the Council and City Attorney.

Discussion ensued and it was decided that there would be no vote until more information was gathered.

15. Consider and vote on the proposed dates for the FY2026-2027 City/TMA Budget Work Sessions: Friday, January 23, 2026, Friday, February 20, 2026, and Tuesday, March 31, 2026.

City Manager Nick Payne mentioned to the Council that Work Sessions with a few departments at a time would give the Council more time and a better understanding of what was presented at the actual Budget Hearings in April.

Motion Made By: Conaghan to approve the dates.
 Motion Seconded By: Smith.

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

16. Discuss and consider taking action to approve the removal of the Oklahoma Bureau of Narcotics & Dangerous Drugs Control \$5.00 Fee from applicable municipal citations per Oklahoma State Statute 20 O.S. § 1313.2. [Superseded Statute: 20 O.S. § 1313.2(F)(1) and 20 O.S. § 1313.2(F)(2)].

City Manager Nick Payne informed the Council about the new changes.

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

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

17. Consider and vote on Public Safety E911/Radio Transmission Recording Service.

This item was tabled until further information was received.

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

At 6:14 p.m. the Tonkawa City Council recessed to the Tonkawa Municipal Authority Meeting.

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

At 6:34 p.m. the Tonkawa City Council returned to regular session.

18. Consider and vote to enter Executive Session to discuss the possible purchase, or lease of real property or an interest therein pursuant to Title 25 O.S. §307(B)(3).

Motion Made By: Conaghan to go into executive session
Motion Seconded By: Smith.

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

At 6:35 p.m. the City Council entered executive session.

At 7:03 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.

20. ADJOURN

Motion Made By: Conaghan to adjourn.
Motion Seconded By: Smith.

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

Mayor Burns adjourned the Tonkawa City Council meeting at 7:04 p.m.

PASSED IN SESSION AND APPROVED THIS 20th DAY OF JANUARY 2026.

ATTEST:

MAYOR

CITY CLERK

