

**MINUTES OF THE MEETING OF THE CITY COUNCIL  
TONKAWA, OKLAHOMA  
November 18, 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. 7<sup>th</sup> Street, with Mayor Stacy Burns presiding.

**Present:** Charles Conaghan, Vice-Mayor  
Reece Simpson, Councilman  
Kenneth Smith, Councilman  
Nicholas Payne, City Manager  
Brenda Wooderson, City Clerk

**Absent:** Stacy Burns, Mayor  
Brandt Harris, Councilman  
Lee Stout, City Attorney

1. CALL TO ORDER, INVOCATION AND FLAG SALUTE.

Vice-Mayor Charles Conaghan called the meeting to order at 5:30 p.m.  
Kevin Ditmore gave the invocation, and Vice-Mayor Conaghan led 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, #3 and #5 non-controversial and routine in nature.

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

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

2. Consider and vote upon the minutes of the September 26, 2025, Special Meeting and the October 21, 2025, City Council meeting.
3. Consider and vote upon the October Payment of Claims.

4. Consider and vote on the Enterprise Master Services Lease Purchase Option Agreement, previously presented by Enterprise Account Executive Roman Aldaiz at the Council Meeting on June 17, 2025, Council Meeting.
5. Consider and vote to award the library roof replacement contract to American Roofing with an estimated cost of \$68,000.00.

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

6. Item #4 was removed from the consent agenda.

Motion Made By: Conaghan to remove item #4 from the consent agenda.  
 Motion Seconded By: Simpson.

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

Enterprise Account Executive Roman Aldaiz answered all questions and gave the Council a better understanding of how the program works, the cost of the program, how many vehicles would be replaced and when the agreement would go into effect.

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

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

**\*\*REPORTS\*\***

7. Monthly Financial Report From RS Meacham CPA's  
Meredith Meacham Wilson gave the financial report.
8. City Mayor's Report  
Vice-Mayor Conaghan gave a report from Mayor Burns and commended the Tonkawa Buccaneers on advancing to the playoffs.
9. City Attorney's Report  
City Attorney Lee Stout was absent but submitted a printed report to the council.

10. City Manager's Report

City Manager Nick Payne reported on the various events and current projects within the City government.

**\*\*NEW BUSINESS\*\***

11. Consider and vote to award longevity checks to City employees with a combined total of \$5,610.00.

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

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

12. Consider and vote to award Christmas bonuses to all full-time and part-time City employees.

City Manager Nick Payne proposed giving full-time employees a \$350 year-end bonus and part-time employees a \$175 bonus.

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

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

13. Consider and vote upon having special budget work sessions in January, February and March of 2026 preparing for the Budget Hearings on April 21 and 22, 2026.

This item was for further discussion.

14. Consider and vote to approve the revised Golf Cart Ordinance.

This item was tabled until the December meeting with Councilmen requesting adjustments for minimum speed and combustion and engine requirements.

15. Consider and vote to approve the new Fire and Ambulance Rate Ordinance.

Assistant Fire Chief Tim Gilbert was available to answer any questions.

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

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

16. Consider and vote to approve the new Marijuana Grow Facility Ordinance.

City Manager Nick Payne gave a summarization of the ordinance and stated that it would only apply to new facilities and not those already in existence.

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

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

17. Consider and vote on new audio recording software for radio and E911 as our current Commssoft software has reached an end of life.

City Manager Nick Payne spoke on the item and stated he would gather more information before the next meeting. The item was then tabled.

18. Adjourn.

Vice-Mayor Conaghan adjourned the Tonkawa City Council meeting at 6:35 p.m.

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

ATTEST:

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MAYOR

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CITY CLERK