



## WATONGA CITY COUNCIL SPECIAL MEETING MINUTES FOR JUNE 13, 2023

*In accordance with the Oklahoma Open Meeting Law, this Agenda was posted,  
June 09, 2023, Prior to 5:00 PM at the Main Street Entrance of Watonga City Hall,  
located at 410 West Main Street, Watonga, Oklahoma.*

The City Council of the City of Watonga met at 6:00 PM on Tuesday, June 13, 2023,  
in the Large Meeting Room of Watonga City Hall, located at 410 W. Main Street, Watonga,  
Oklahoma, for a scheduled meeting.

**Invocation & Pledge of Allegiance:** Travis Bradt and Bill Seitter  
**Council Present:** Bill Seitter, Mayor; Travis Bradt, Ladina Willis  
Ryan Burner  
**Council Absent:** Adam Tock  
**Staff Present:** Karrie Beth Little, City Manager; Deborah McGee,  
City Clerk; Jared Harrison, Attorney; Dacia Phillips,  
CPA  
**Declaration of a Quorum:** 6:00 PM

### CONSENT AGENDA

- A. Approve the Minutes of the previous Council Meeting held May 16, 2023.
- B. Review the list of Claims against the City of Watonga for the month of May 2023.
- C. Renewal of Annual Contracts with the City of Watonga:
  - 1. To approve the contract with Clean Slate Solutions to conduct drug and/or alcohol testing for all selected employees of the City of Watonga.
  - 2. To approve the contract with Municode publication and web publishing of Ordinances for the City of Watonga.
  - 3. To approve the contract with The Friends of the Ferguson Home, Inc. for lease on the property located at 521 N. Weigle Ave, Watonga, OK.
  - 4. To approve the contract with Watonga Community Theater Group for use of the Liberty Theater and associated buildings located at 115 E. Main St. and 113 E. Main Street.
  - 5. Removed from Consent Agenda
  - 6. To approve the contract with Harrison & Mecklenburg for City Attorney.
  - 7. To approve the contract with NFP Agreement for benefit insurance services for employees.
  - 8. To approve a contract with Palmer Law and Alan Taylor as the primary Municipal Judge for the City of Watonga Municipal Court.
  - 9. To approve a contract with Roscom Law for Eric Roscom as the Prosecutor for the City of Watonga Municipal Court.
  - 10. To approve the contract with RS Meacham for accounting services.
  - 11. To approve the contract with Sooner Technology MSP for Monthly Managed Services and Security Services as specified in the attached quote and brochure for the City of Watonga.
  - 12. To approve the agreement with Watonga Public Schools for Huff Lorang park.

13. To approve the contract with Mercy Clinic Oklahoma Communities, Inc. for lease on the property located at 203 N. Weigle Ave, Watonga, OK.
14. To approve the contract for Jayhawk for court services.

A motion was made by Travis Bradt and seconded by Ryan Bruner to approve the Consent Agenda after the removal of item no. 5 which needed further discussion.

Hearing no further discussion with regards to the remaining items, Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

5. To approve the contract with Google/SADA for email data services.

A motion was by Travis Bradt and seconded by Ryan Bruner to approve the contract with Google/SADA for email data services not to exceed \$3,000.00 for monthly service.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

### **ACTION AGENDA**

1. **Presentation:** Monthly Financial Report for the month of May 2023, as presented by Dacia Phillips, RS Meacham, CPA.
2. **Consideration, Discussion and Action:** To approve Budget Amendments for the Fiscal Year 2022-2023 as recommended by RS Meacham.

A motion was made by Ladina Willis and seconded by Travis Bradt to approve the Budget Amendments for the Fiscal Year 2022-2023 as recommended by RS Meacham.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

3. **Consideration, Discussion and Action:** To approve Resolution No. 2023-014. A Resolution of the City of Watonga, Oklahoma, and Public Works Authority and

Economic Development Authority, adopting the Fiscal Year 2023-2024 and establishing amendment authority.

A motion was made by Travis Bradt and seconded by Ladina Willis to approve Resolution No. 2023-014. A Resolution of the City of Watonga, Oklahoma, and Public Works Authority and Economic Development Authority, adopting the Fiscal Year 2023-2024 and establishing amendment authority.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

4. **Consideration, Discussion and Action:** To approve a proposal for financing auditing with Jana A. Walker CPA PLLC for the City of Watonga for Fiscal Year ending June 30, 2024.

A motion was made by Ryan Bruner and seconded by Ladina Willis to approve a proposal for financing auditing with Jana A. Walker CPA PLLC for the City of Watonga for the Fiscal Year ending June 30, 2024.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

5. **Consideration, Discussion and Action:** for a bid to go out for a 5-year Agricultural Lease on the property known as Huff Lorang Agriculture Lease. Said property is approximately 63.23 acres and is described as follows:

The Southeast Quarter (SE/4) of Section Eighteen (18), Township Sixteen (16) North, Range Eleven (11) West of the Indian Meridian, Blaine County, Oklahoma, LESS AND EXCEPT a tract of land described as follows: Beginning at the Southwest Corner of said SE/4 Section, thence North 1075.3 feet, thence East 884 feet, thence South 1075.3 feet, thence West 884 feet to the Point of Beginning, containing 21.82 acres more or less, and LESS AND EXCEPT 44.75 acres in the Northwest corner thereof which is used for an known as Huff – Lorang Park, and LESS AND EXCEPT 3.2 acres bounded on the North and West by railroad right of way, on the South by 11<sup>th</sup> Street and on the East by Laing Street.

A motion was made by Travis Bradt and seconded by Ladina Willis for a bid to go out for a 5-year Agricultural Lease on the property known as Huff Lorang Agriculture Lease. Said property is approximately 63.23 acres and is described as follows:

The Southeast Quarter (SE/4) of Section Eighteen (18), Township Sixteen (16) North, Range Eleven (11) West of the Indian Meridian, Blaine County, Oklahoma, LESS AND EXCEPT a tract of land described as follows: Beginning at the Southwest Corner of said SE/4 Section, thence North 1075.3 feet, thence East 884 feet, thence South 1075.3 feet, thence West 884 feet to the Point of Beginning, containing 21.82 acres more or less, and LESS AND EXCEPT 44.75 acres in the Northwest corner thereof which is used for an known as Huff – Lorang Park, and LESS AND EXCEPT 3.2 acres bounded on the North and West by railroad right of way, on the South by 11<sup>th</sup> Street and on the East by Laing Street.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

6. **Consideration, Discussion and Action:** To approve the purchase of property 116 E Third St, Watonga, OK in the amount of \$7,000.00 cash price. The contract of purchase needs to include all costs from the seller and buyer with a clean deed.

A motion was made by Ladina Willis and seconded by Travis Bradt to approve the purchase of property 116 E Third St, Watonga, OK in the amount of \$7,000.00 cash price. The contract of purchase needs to include all costs from the seller and buyer with a clean deed. Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

7. **Consideration, Discussion and Action:** To approve a contract with Western Enterprises, Inc., at the request of Watonga Lions Club, to purchase 4<sup>th</sup> of July Fireworks in the amount of \$5,800.00 and to be reimbursed by Watonga Lions Club for the 4<sup>th</sup> of July Fireworks for display at Huff Lorang Park and to approve a Fireworks Permit for a Class 1.3G (Class B) Fireworks display at Huff Lorang Park.

A motion was made by Ladina Willis and seconded by Travis Bradt to approve a contract with Western Enterprises, Inc., at the request of Watonga Lions Club, to purchase 4<sup>th</sup> of July Fireworks in the amount of \$5,800.00 and to be reimbursed by Watonga Lions Club for the 4<sup>th</sup> of July Fireworks for display at Huff Lorang Park and to approve a Fireworks Permit for a Class 1.3G (Class B) Fireworks display at Huff Lorang Park.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

8. **Consideration, Discussion and Action:** To approve the purchase of lot BLK 122 LOTS 4-6 WATONGA CITY 1120-456 WD 9/03/13 from Blaine County Tax Sale.

No Action Taken

9. **Consideration, Discussion and Action:** To approve the purchase of lot BLK 1 LOT 12 WATONGA CITY 535-833 JTWD 8-12-87 from Blaine County Tax Sale.

No Action Taken

10. **Consideration, Discussion and Action:** To declare 2002 Snapper Utility Vehicle Vin #GC9520KW as surplus.

A motion was made by Ladina Willis and seconded by Travis Bradt to declare 2002 Snapper Utility Vehicle Vin #GC9520KW as surplus.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

11. **Consideration, Discussion and Action:** To approve quote to Banner Fire equipment for rescue tools for the fire vehicles.

A motion was made by Travis Bradt and seconded by Ladina Willis to approve quote to Banner Fire equipment for rescue tools for the fire vehicles.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried.

12. **Consideration, Discussion and Action:** To approve quote to RP Power for generator on the City Hall.

A motion was made by Ryan Bruner and seconded by Ladina Willis to approve quote to

RP Power for generator on the City Hall.  
Hearing no further discussion Mayor Bill Seitter called for a vote.  
Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter  
Nay: None  
The motion was carried.

- 13. Consideration, Discussion and Action:** To approve purchase order to WarCon Construction for construction services in the amount of \$34,000.00.

A motion was made by Ladina Willis and seconded by Travis Bradt to approve purchase order to WarCon Construction for construction services in the amount of \$34,000.00.

Hearing no further discussion Mayor Bill Seitter called for a vote.  
Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter  
Nay: None  
The motion was carried.

- 14. Consideration, Discussion and Action:** To authorize Karrie Beth Little, City Manager to approve pay applications for the WarCon Construction project to remit payments.

A motion was made by Travis Brandt and seconded by Ryan Burner to authorize Karrie Beth Little, City Manager to approve pay applications for the WarCon Construction project to remit payments.  
Hearing no further discussion Mayor Bill Seitter called for a vote.  
Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter  
Nay: None  
The motion was carried.

- 15. Consideration, Discussion and Action:** To appoint Planning and Zoning Committee Members as recommended by City Manager Karrie Beth Little.

No action taken.

- 16. Consideration, Discussion and Action:** To appoint Board of Adjustment Committee Members as recommended by City Manager Karrie Beth Little.

No action taken.

- 17. Consideration, Discussion and Action:** To appoint Library Board Member as recommended by City Manager Karrie Beth Little.

A motion was made by Ladina Willis and seconded by Travis Bradt to appoint Library Board Member as recommended by City Manager Karrie Beth Little.  
Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None  
The motion was carried.

- 18. Consideration, Discussion and Action:** To enter executive session to discuss renewing the Agreement with Karrie Beth Little for City Manager as authorized pursuant to 25 O.S. § 307(B)(1) when discussing the employment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

A motion was made by Ladina Willis and seconded by Ryan Bruner to enter executive session to discuss renewing the Agreement with Karrie Beth Little for City Manager as authorized pursuant to 25 O.S. § 307(B)(1) when discussing the employment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None  
The motion was carried.

- 19. Consideration, Discussion and Action:** To renew the Agreement with Karrie Beth Little as City Manager.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None  
The motion was carried.

**20. City Manager Updates**

**21. Adjourn:**

A motion to adjourn was made by Ryan Bruner and seconded by Travis Bradt.

Hearing no further discussion Mayor Bill Seitter called for a vote.

Aye: Travis Bradt  
Ryan Bruner  
Ladina Willis  
Bill Seitter

Nay: None

The motion was carried at 9:23 PM.



*By M. Dan Turner V.M.*

Bill Seitter, Mayor

*Deborah McGee*

Deborah McGee, City Clerk