

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS
POSTED JANUARY 18, 2019 AT 10:55 A.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING
CUSHING CITY COMMISSION
JANUARY 22, 2019
7:00 P.M.**

**THE BOARD MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED ON
AGENDA IN ANY ORDER.**

- 1. Call to Order**
 - a. Roll Call**
 - b. Declaration of Quorum**
 - c. Opening Prayer**
 - d. Pledge of Allegiance**

The Regular Meeting of the Cushing City Commission was called to order on January 22, 2019 by Chairman Amon. Commissioner Roberson led in prayer. Chairman Amon led in the pledge of allegiance.

**PRESENT: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
ABSENT: NONE**

- 2. Public Input and Unscheduled Personal Appearances**

Each person will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens' comments on agenda items. Commissioners do not engage in discussion under this agenda item, and staff members are directed not to, as well. If you seek discussion or inquiry, please contact a Commissioner or the office of City Manager. Responses to citizens' comments, if any, will occur under the applicable agenda item or may be reserved for further responses by phone call, personal meeting, or a posting on the City's website.

Ted Rogers spoke about permitting as it relates to signage, including LED.

- 3. Report from Youth and Community Center Advisory Board.**

Khris Fowler provided a brief report from the Youth and Community Center Advisory Board.

- 4. Consent Agenda**
 - a. Approve claims and payroll totaling: \$781,760.00**
 - b. Approve minutes: December 20, 2018 (Special)**

- c. **Approve Budget Amendment: Amend the FY 2018-19 Grant Fund Budget to include the EMPG Grant award and corresponding expenditures.**
- d. **Approve Budget Amendment: Amend the FY 2018-19 City Manager department budget for Tier 1 personnel expense.**
- e. **Authorize the purchase of aviation fuel and expend up to \$40,000.00.**
- f. **Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.**
- g. **Appoint Mamie McBride to serve a new three year term on the Housing Authority.**
- h. **Acknowledge three expiring terms and one vacant unexpired term on the Senior Citizens Center Advisory Board.**
- i. **Approve payment to Gose & Associates in the amount of \$2,195.00 for Invoice No. 2106 for the OWRB Annual Dam Inspection and Report.**
- j. **Approve payment to McCool and Associates, P.C. in the amount of \$7,756.72 for payment of Invoice #2582 on the Animal Shelter Project.**
- k. **Approve payment to The BDB Engineering Group LLC in the amount of \$1,500.00 for payment of Invoice No. 1056-6 on the Cushing Regional Airport Hangar Taxiway Project.**
- l. **Approve payment to The BDB Engineering Group LLC in the amount of \$8,100.00 for payment of Invoice No. 1064-2 on the Cushing Regional Airport Taxiway Rehab Project.**
- m. **Approve payment to Ellsworth Construction in the amount of \$26,932.50 for Pay Request No. 1 on the Cushing Regional Airport Hangar Taxiway Project.**
- n. **Approve payment to Innovative Interfaces, Inc. in the amount of \$11,635.37 for Polaris software maintenance, user licenses, and system support for the Cushing Public Library from January 1, 2019 thru December 31, 2019.**
- o. **Authorize Chairman, Board of Commissioners, to execute a FY 2019 Emergency Management Performance Grant with the State of Oklahoma Department of Emergency Management.**
- p. **Recognize statement of cash and investments as of December 31, 2018.**

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON

NAYS: NONE

5. Items Removed from Consent Agenda

6. General Business

- a. **Authorize the Chairman, Board of Commissioners, to execute an Apparatus Use Agreement between the City of Cushing and the Safety Alliance of Cushing.**

Chief Pixler stated there were multiple terminals involved. Some plan to provide lump payments while others will finance. The City will be responsible for carrying insurance.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE AGENDA ITEM 6A AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

7. Resolutions

a. RESOLUTION NO. 01-2019

A resolution adopting a governing body Best Practices Handbook for the City of Cushing Board of Commissioners and related authorities.

MOTION: A MOTION WAS MADE BY COMMISSIONER DOWELL TO APPROVE RESOLUTION NO. 01-2019 AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

b. RESOLUTION NO. 02-2019

A resolution authorizing participation in the OMAG Recognition Program.

MOTION: A MOTION WAS MADE BY COMMISSIONER THOMPSON TO APPROVE RESOLUTION NO. 02-2019 AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

c. RESOLUTION NO. 03-2019

A resolution adopting a Records Information Management and Retention Policy for the City of Cushing and its authorities; authorizing City Attorney to update the records retention schedule on an annual basis; establishing an effective date; repealing and superseding any former policy in conflict; providing for copies for public review.

MOTION: A MOTION WAS MADE BY COMMISSIONER ROBERSON TO APPROVE RESOLUTION NO. 03-2019 AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

8. City Manager's Communications

City Manager Brannon distributed the January City Manager's Report to the Commissioners. Mr. Brannon talked about Cushing Pride and Gayley building progress.

9. Commissioners Community Announcements

Commissioner Thompson stated the dog shelter ground breaking was a big plus.

Commissioner Griffith stated he appreciated all those that served on Cushing Pride.

Chairman Amon acknowledge the dog shelter ground breaking, pack the gym (associated with Cushing Pride), and the asphalt pile diminishing near the CMS.

10. Adjournment

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO ADJOURN THE JANUARY 22, 2019 MEETING OF THE CUSHING CITY COMMISSION AT 7:38 P.M. THE MOTION WAS SECONDED BY COMMISSIONER DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON

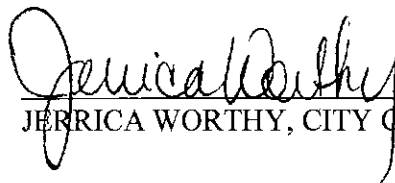
NAYS: NONE



DON AMON, CHAIRMAN
CUSHING CITY COMMISSION

(S E A L)

ATTEST:



JERRICA WORTHY, CITY CLERK

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED JANUARY 17, 2019 AT 11:05 A.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE SPECIAL MEETING
OF THE
CUSHING CITY COMMISSION
JANUARY 22, 2019
5:30 P.M.**

**THE BOARD MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED ON
AGENDA IN ANY ORDER.**

- 1. Call to Order**
 - a. Roll Call**
 - b. Declaration of Quorum**

The Special Meeting of the Cushing City Commission was called to order on January 22, 2019 by Chairman Amon.

PRESENT: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
ABSENT: NONE

- 2. General Business**
 - a. Presentation of OMAG Recognition Program.**

City Manager Brannon stated the scheduled presentation is a golden opportunity to hear from experts David Weatherford and Bill Tackett. Both speakers work through efforts provided by OMAG and are here tonight on behalf of OMAG's Recognition Program.

Mr. Bill Tackett stated OMAG is representative of 300+ years of experience. Mr. Tackett has performed this training in about 118+ cities. Mr. Tackett discussed the duties, resources, and overall job of the City Commission.

Mr. David Weatherford stated that what gets measured and rewarded gets repeated. This is the purpose of the Recognition Program.

Commission and Staff members participated in a "Stability" test of the City. General discussion and questions were answered.

- 3. Adjournment**

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO ADJOURN THE JANUARY 22, 2019 SPECIAL MEETING OF THE CUSHING CITY COMMISSION AT 6:51 P.M. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

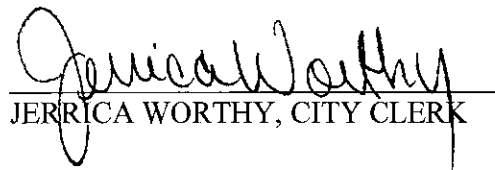
AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE



DON AMON, CHAIRMAN
CUSHING CITY COMMISSION

(S E A L)

ATTEST:



JERRICA WORTHY, CITY CLERK

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED JANUARY 18, 2019 AT 10:55 A.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING
CUSHING MUNICIPAL AUTHORITY
JANUARY 22, 2019
7:00 P.M.**

**THE BOARD MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED ON
AGENDA IN ANY ORDER:**

- 1. Call to Order**
 - a. Roll Call**
 - b. Declaration of Quorum**

The Regular Meeting of the Cushing Municipal Authority was called to order on January 22, 2019 by Chairman Amon.

PRESENT: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
ABSENT: NONE

- 2. Public Input and Unscheduled Personal Appearances**

Each person will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens' comments on agenda items. Commissioners do not engage in discussion under this agenda item, and staff members are directed not to, as well. If you seek discussion or inquiry, please contact a Commissioner or the office of City Manager. Responses to citizens' comments, if any, will occur under the applicable agenda item or may be reserved for further responses by phone call, personal meeting, or a posting on the City's website.

- 3. Consent Agenda**
 - a. Approve claims and payroll totaling: \$700,104.56**
 - b. Approve minutes: December 14, 2018 (Special)
December 20, 2018 (Special)**
 - c. Approve budget amendment: Amend the FY 2018-19 Engineering Department Budget for Contractual Services with PEC related to the Highway 18 Utility Relocation and Highway 33 Intersection Utility Relocation.**
 - d. Approve payment to Wiley Transformer Company in the amount of \$9,530.00 for the repair of seventeen transformers.**
 - e. Approve payment to Professional Engineering Consultants, P.A. (PEC) in the amount of \$1,150.00 for payment of Invoice No. 519081 on the Cushing Sanitary Sewer Improvement Project 4.**
 - f. Approve request for special assistance on refuse carry-out at 406 East 2nd St.**

- g. Approve request for special assistance on refuse carry-out at 617 East Oak.
- h. Authorize Chairman to execute a professional services agreement with Professional Engineering Consultants (PEC) for professional services for utility relocation associated with State Highway 18 widening within city limits.
- i. Authorize Chairman to execute a professional services agreement with Professional Engineering Consultants (PEC) for professional services for utility relocation associated with State Highway 33 Intersection improvements.
- j. Recognize non-pay utility report for City operations and public facilities for 12/31/18 billing period.
- k. Recognize statement of cash and investments as of December 31, 2018.

City Manager Brannon requested items 3C, 3H, and 3I be set aside.

MOTION: A MOTION WAS MADE BY TRUSTEE THOMPSON TO APPROVE CONSENT AGENDA ITEMS 3A-3B, 3D-3G, AND 3J-3K AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
 NAYS: NONE

4. Items Removed from Consent Agenda

AGENDA ITEMS 3C, 3H, AND 3I:

MOTION: A MOTION WAS MADE BY TRUSTEE DOWELL TO APPROVE AGENDA ITEMS 3C, 3H, AND 3I AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
 NAYS: NONE

5. Resolutions

a. Resolution No. 01-2019

A resolution adopting a governing body Best Practices Handbook for the Cushing Municipal Authority.

MOTION: A MOTION WAS MADE BY TRUSTEE THOMPSON TO APPROVE RESOLUTION NO. 01-2019 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
 NAYS: NONE

6. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE JANUARY 22, 2019 REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 7:50 P.M. THE MOTION WAS SECONDED BY TRUSTEE GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON

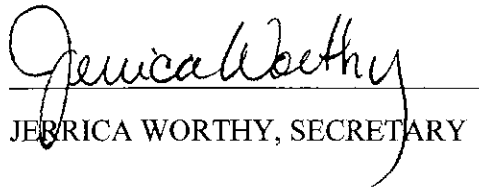
NAYS: NONE



DON AMON, CHAIRMAN
CUSHING MUNICIPAL AUTHORITY

(SEAL)

ATTEST:



JERRICA WORTHY, SECRETARY

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED JANUARY 17, 2019 AT 3:53 P.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE SPECIAL MEETING
CUSHING HOSPITAL AUTHORITY
JANUARY 22, 2019
7:00 P.M.**

**THE BOARD MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED ON
AGENDA IN ANY ORDER.**

- 1. Call to Order**
 - a. Roll Call**
 - b. Declaration of Quorum**

The Special Meeting of the Cushing Hospital Authority was called to order on January 22, 2019 by Chairman Amon.

PRESENT: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
ABSENT: NONE

- 2. Consent Agenda**
 - a. Approve Minutes: December 20, 2018 (Special)**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO APPROVE THE CONSENT DOCKET AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

- 3. Items Removed from Consent Agenda**

- 4. Resolutions**
 - a. Resolution No. 01-2019**
A resolution adopting a governing body Best Practices Handbook for the Cushing Hospital Authority.

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO APPROVE RESOLUTION NO. 01-2019 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

b. Resolution No. 02-2019

A resolution approving the purchase of certain real property in the City of Cushing, for the amount of \$78,630.00; said property generally described as: Lots Twenty-five (25), Twenty-six (26), Twenty-seven (27), and Twenty-eight (28), in Block Three (3), Broadway Square Addition to the City of Cushing, Payne County, Oklahoma (1002 E. 3rd St.); and further approving expending an additional amount not to exceed \$1,000 for other closing costs related to said purchase; and further authorizing the Chairman, Board of Trustees, to execute any documents necessary for the purchase thereof.

MOTION: A MOTION WAS MADE BY TRUSTEE THOMPSON TO APPROVE RESOLUTION NO. 02-2019 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

5. Executive Session

- a. Executive Session pursuant to 25 O.S. §307(B)(3) to discuss the purchase or appraisal of real property.**

6. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE JANUARY 22, 2019 SPECIAL MEETING OF THE CUSHING HOSPITAL AUTHORITY AT 7:56 P.M. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

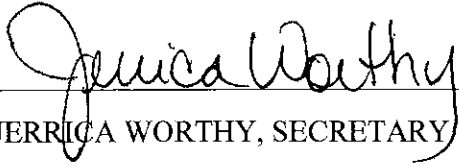
AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE



DON AMON, CHAIRMAN
CUSHING HOSPITAL AUTHORITY

(SEAL)

ATTEST:



JERRICA WORTHY, SECRETARY

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED JANUARY 17, 2019 AT 11:05 A.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE SPECIAL MEETING
CUSHING INDUSTRIAL AUTHORITY
JANUARY 22, 2019
7:00 P.M.**

**THE BOARD MAY DISCUSS, CONSIDER, AND VOTE ON ANY ITEM LISTED ON
AGENDA IN ANY ORDER:**

- 1. Call to Order**
 - a. Roll Call**
 - b. Declaration of Quorum**

The Special Meeting of the Cushing Industrial Authority was called to order on January 22, 2019 by Chairman Amon.

PRESENT: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
ABSENT: NONE

- 2. Consent Agenda**
 - a. Approve minutes: December 20, 2018 (Special)**
 - b. Approve payment of claims: \$1,039.53**

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

- 3. Items Removed from Consent Agenda**

- 4. Resolutions**
 - a. Resolution No. 01-2019**
A resolution adopting a governing body Best Practices Handbook for the Cushing Industrial Authority.

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO APPROVE RESOLUTION NO. 01-2019 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE

5. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE THOMPSON TO ADJOURN THE JANUARY 22, 2019 SPECIAL MEETING OF THE CUSHING INDUSTRIAL AUTHORITY AT 7:58 P.M. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

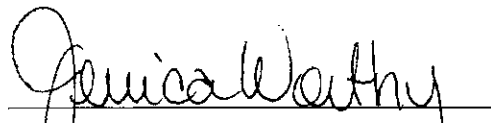
AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON
NAYS: NONE



DON AMON, CHAIRMAN
CUSHING INDUSTRIAL AUTHORITY

(SEAL)

ATTEST:



JERRICA WORTHY, SECRETARY