

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA  
WAS POSTED AUGUST 17, 2018 AT 1:45 P.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING  
CUSHING CITY COMMISSION  
AUGUST 20, 2018  
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 August 20, 2018 by Chairman Amon. Commissioner Roberson led in prayer. Commissioner Thompson led in the pledge of allegiance.

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

- 2. Special Presentation by OMAG representative, Kevin McCullah, to the Pilot Leadership Program participants.**

City Manager Brannon introduced Kevin McCullah. Mr. McCullah recognized the participants of the Police Department that completed the program. Certificates were presented to each participant.

- 3. Recognition of the coaches and players from the 13U AA Oklahoma USSSA State Champion baseball team.**

Chairman Amon presented a proclamation to each of the players to acknowledge their accomplishments. Coach Chuck Crooks thanked the Commission for the acknowledgment and congratulated his team.

- 4. 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.

**5. Report from Youth and Community Center Advisory Board.**

**6. Consent Agenda**

- a. Approve claims and payroll totaling: \$686,074.69
- b. Approve minutes: July 23, 2018 (Special)
- c. Approve budget amendment: FY 2018-19 Grant Fund Budget for Senior Citizen Center Carpet and Flooring Replacement.
- d. Approve budget amendment: FY 2018-19 General Fund Budget to increase an existing expense line item for earthquake damage repair.
- e. Approve budget amendment: FY 2018-19 General Fund Budget to acknowledge the receipt and expenditure of Lions Club donation for park benches.
- f. Authorize the purchase of aviation fuel and expend up to \$40,000.00.
- g. Approve payment to BDB Engineering Group LLC in the sum of \$900.00 for design services on the Cushing Regional Airport hangar taxiway project.
- h. Approve payment to Tyler Technologies in the sum of \$2,474.26 for annual maintenance fee for INCODE Court software and online component.
- i. Approve payment to Downey Contracting in the sum of \$22,444.16 for Pay Application #1 (final payment) on the Electrical Distribution building earthquake repairs.
- j. Authorize the City Manager to execute a CENA Grant Award in the amount of \$3,000.00 to replace and install new carpet and flooring at the Senior Citizens Center.
- k. Authorize the City Manager to issue a purchase order to Oklahoma Correctional Industries in the sum of \$884.00 for two (2) long park benches to place in Lions Park on Broadway.
- l. Authorize the City Manager to issue a purchase order to Carrier Commercial Services in the sum of \$8,058.00 for semi-annual boiler and chiller maintenance at the Public Safety Center.
- m. Authorize the City Manager to issue a purchase order to Shelley's Carpet in the sum of \$3,800.00 for carpet and base at the Senior Citizens Center.
- n. Approve the appointment of one member to serve the remainder of a three year term on the Planning Commission.
- o. Approve the appointment of two members to new three year terms on the Board of Adjustment.
- p. Approve declaring certain books at the Cushing Public Library to be surplus and authorize City Manager to donate such surplus books to the Friends Group of the Library.
- q. Recognize statement of cash and investments as of July 31, 2018.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE CONSENT DOCKET ITEMS 6A-6D, 6F-6J, 6L-6M, 6P-6Q 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

#### **7. Items Removed from Consent Agenda**

##### AGENDA ITEMS 6E, 6K, 6O:

City Manager Brannon stated the Lions Club was represented tonight by some of its members. The Lions Club would like to make a check presentation to the City in connection with agenda item 6E. Mary Kelly presented the donation check to the Commission.

City Manager Brannon explained how item 6K was connected to item 6E. The donation would cover the expenses of the park benches.

Chairman Amon stated the recommended appointment to the Board of Adjustment is Dave Karlin and Lee Denney.

MOTION: A MOTION WAS MADE BY COMMISSIONER ROBERSON TO APPROVE CONSENT DOCKET ITEMS 6E, 6K, & 6O 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

##### AGENDA ITEM 6N:

Commissioner Griffith recommended the appointment of Jeff Lane to serve the remainder of a three year term on the Planning Commission.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPOINT JEFF LANE TO SERVE THE REMAINDER OF A THREE YEAR TERM ON THE PLANNING COMMISSION. THE MOTION WAS SECONDED BY COMMISSIONER THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

## **8. Ordinances.**

- a. **ORDINANCE NO. 08-20-18-05: An ordinance amending Chapter 3 of the Cushing City Code regulating alcoholic beverages; providing for occupation taxes; levying certain fees; providing for miscellaneous provisions; providing for severability; and, declaring an effective date.**

MOTION: A MOTION WAS MADE BY COMMISSIONER DOWELL TO APPROVE ORDINANCE NO. 08-20-18-05 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

## **9. Resolutions.**

- a. **RESOLUTION NO. 26-2018: A resolution to authorize the Chairman, Board of Commissioners, to execute a Federal Aviation Administration (FAA) grant offer for Airport Improvement Program (AIP) Project 3-40-0023-018-2018 for hangar taxiway construction at the Cushing Regional Airport.**

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE RESOLUTION NO. 26-2018 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

## **10. City Manager's Communications**

City Manager Brannon distributed the August City Manager's Report to the Commissioners. Mr. Brannon talked about the upcoming Cushing Pride event scheduled for Sunday, September 16<sup>th</sup>. Mr. Brannon stated the Fall "Clean-Up" is scheduled for October 8<sup>th</sup> – October 13<sup>th</sup>.

## **11. Commissioners Community Announcements**

Commissioner Dowell acknowledged the Police Department participants who completed the leadership class. Commissioner Dowell thanked the Cushing Lions club for its donation. Commissioner Dowell congratulated the baseball team.

Commissioner Roberson and Commissioner Griffith echoed the comments provided by Commissioner Dowell. Commissioner Griffith congratulated Chairman Amon for becoming Dr. Amon.

Commissioner Thompson acknowledged the leadership in all departments of the City.

Chairman Amon echoed prior comments and thanked the electric department for keeping the electricity on.

RECESS: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 7:37 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 7:42 P.M.

## **12. Executive Session.**

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

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AGENDA ITEM 10A. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON

NAYS: NONE

- b) **Executive Session pursuant to 25 O.S. §307(C)(10) to discuss matters pertaining to economic development, including financial assistance to entice a business for community economic benefit.**

MOTION: A MOTION WAS MADE BY COMMISSIONER DOWELL TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AGENDA ITEM 10B. THE MOTION WAS SECONDED BY COMMISSIONER THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, DOWELL, AMON

NAYS: NONE

RECESS: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 7:43 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 8:45 P.M.


## **13. Adjournment**

MOTION: A MOTION WAS MADE BY COMMISSIONER THOMPSON TO ADJOURN THE AUGUST 20, 2018 MEETING OF THE CUSHING CITY COMMISSION AT 8:45 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

  
BRENT THOMPSON, VICE-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 AUGUST 17, 2018 AT 1:45 P.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING  
CUSHING MUNICIPAL AUTHORITY  
AUGUST 20, 2018  
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 August 20, 2018 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: \$819,461.88**
  - b. Approve minutes: July 23, 2018 (Special)**
  - c. Approve payment to Professional Engineering Consultants, P.A. (PEC) in the sum of \$8,065.00 for payment of Invoice No. 518070 on the Sanitary Sewer Project 4.**
  - d. Approve payment to Professional Engineering Consultants, P.A. (PEC) in the sum of \$500.00 for payment of Invoice No. 518069 on the Sanitary Sewer Project 3.**
  - e. Authorize the City Manager to issue a purchase order to Marathon Electric Company in the sum of \$6,642.00 for six (6) 50 KVA single phase polemount transformers and to Wiley Transformer in the sum of \$33,300.00 for fifteen (15) 37.5 KVA single phase polemount transformers, three (3) 75 KVA single**

**phase polemount transformers and one (1) 750 KVA 3-phase padmount transformer for the Electric Distribution department.**

- f. Authorize the City Manager to issue a series of purchase orders to Wiley Transformer in the sum of \$25,800.00 for fifteen (15) 37.5 KVA single phase polemount transformers and three (3) 75 KVA single phase polemount transformers and to B&B Transformer in the sum of \$10,785.00 for three (3) 250 KVA single phase padmount transformers.**
- g. Authorize the City Manager to issue a purchase order to McFarland Cascade in the sum of up to \$10,800.00 for wood poles for the Electric Distribution Department.**
- h. Authorize the City Manager to issue a purchase order to Becks Farm Equipment in the sum of \$13,840.98 for one 900D Grasshopper mower with six-foot deck under State Contract.**
- i. Recognize non-pay utility report for City operations and public facilities for 07/30/18 billing period.**
- j. Recognize statement of cash and investments as of July 31, 2018.**

Agenda item 3E was removed from the consent agenda and item 3F's amount of \$25,800 was changed to \$19,800.

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

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

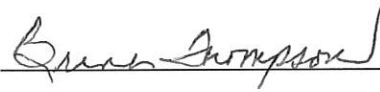
#### **4. Items Removed from Consent Agenda**

#### **5. Adjournment**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE AUGUST 20, 2018 REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 7:41 P.M. THE MOTION WAS SECONDED BY TRUSTEE THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

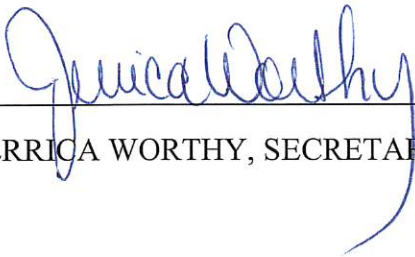




BRENT THOMPSON, VICE-CHAIRMAN  
CUSHING MUNICIPAL AUTHORITY

(SEAL)

ATTEST:



JERRICA WORTHY, SECRETARY

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA  
WAS POSTED AUGUST 16, 2018 AT 1:55 P.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE SPECIAL MEETING  
OF THE  
CUSHING INDUSTRIAL AUTHORITY  
AUGUST 20, 2018  
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 August 20, 2018 by Chairman Amon.

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

- 2. Consent Agenda**
  - a. Approve claims totaling: \$468.38**
  - b. Approve minutes: July 23, 2018 (Special)**

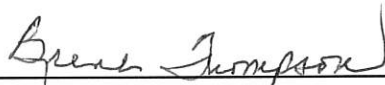
**MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO APPROVE THE  
CONSENT DOCKET AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE  
DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.**

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

- 3. Items Removed from Consent Agenda**
- 4. Adjournment**

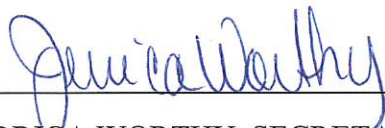
**MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE  
AUGUST 20, 2018 MEETING OF THE CUSHING INDUSTRIAL AUTHORITY AT 7:42 P.M.  
THE MOTION WAS SECONDED BY TRUSTEE THOMPSON AND RESULTED IN THE  
FOLLOWING ROLL CALL VOTE.**

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

  
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BRENT THOMPSON, VICE-CHAIRMAN  
CUSHING INDUSTRIAL AUTHORITY

( S E A L )

ATTEST:

  
\_\_\_\_\_  
JERRICA WORTHY, SECRETARY