

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS POSTED DECEMBER 13, 2019 AT 8:35 A.M. AT THE CUSHING CITY HALL, 100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA

**MINUTES OF THE REGULAR MEETING
CUSHING CITY COMMISSION
DECEMBER 16, 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. **Pledge of Allegiance**
- d. **Opening Prayer**
- e. **Special presentation to Timothy McMahon.**
- f. **Special presentation to Randy Nugent.**
- g. **Swearing in of new Police Officer Cody Carpenter.**

The Regular Meeting of the Cushing City Commission was called to order on December 16, 2019 by Chairman Amon. Vice-Chairman Roberson led in prayer. Chairman Amon led in the pledge of allegiance.

PRESENT: THOMPSON, ROBERSON, GRIFFITH, AMON

ABSENT: DOWELL

Timothy McMahon and Randy Nugent were recognized for their years of service and upcoming retirements.

Judge Ahrberg swore in Police Officer Cody Carpenter.

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.

None.

3. Consent Agenda

- a. **Approve claims and payroll totaling: \$704,172.55**

- b. **Approve minutes: November 18, 2019 (Regular)**
- c. **Authorize the purchase of aviation fuel and expend up to \$40,000.00.**
- d. **Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.**
- e. **Budget Amendment: Amend the FY 2019-2020 Grant Fund Budget for Wal-Mart Community Grant Award.**
- f. **Approve payment to CBEW Professional Group, LLP in the amount of \$7,850.00 for the FY 2018-19 City of Cushing Audit.**
- g. **Authorize City Manager to reissue a purchase order to John Vance in the amount of \$47,315.50 for two (2) 2020 Dodge Charger RWD Police vehicles under State Contract and authorize payment thereof. (This item reaffirms Commission's 11-18-2019 action, but corrects the model year and price.)**
- h. **Authorize the City Manager to issue a purchase order to Metro Emergency Upfitters for \$30,092.00 for the upfitting of two (2) 2020 Dodge Charger RWD Police vehicles. (This item reaffirms Commission's 11-18-2019 action, but corrects the model year.)**
- i. **Appoint Steve Williams to the Library Board.**
- j. **Approve retirement for Tim McMahan.**
- k. **Approve retirement for Randy Nugent.**
- l. **Recognize statement of cash and investments as of November 30, 2019.**

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

AYES: THOMPSON, ROBERSON, GRIFFITH, AMON

NAYS: NONE

4. Items Removed from Consent Agenda

None.

RECESS: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 7:13 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 7:25 P.M.

5. Resolutions

- a. **RESOLUTION No. 26-2019: A resolution authorizing and directing the Chairman, Board of Commissioners, to execute an employment agreement with Terry Brannon for the position of City Manager.**
- b. **RESOLUTION No. 27-2019: A resolution amending and adopting a new Section 5.2 to the Personnel Handbook for the City of Cushing and Cushing Municipal Authority; establishing an effective date; and repealing and superseding previous Section 5.2 of the Personnel Handbook.**

MOTION: A MOTION WAS MADE BY COMMISSIONER THOMPSON TO APPROVE RESOLUTION NO. 27-2019 AS PRESENTED. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

6. Executive Session

- a. **Executive Session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager.**

7. Other New Business, if any, which has arisen since the posting of the Agenda and could not have been anticipated prior to the time of the posting (25 O.S. §311 (9))

None.

8. City Manager's Communications

City Manager Brannon distributed the December City Manager's Report to the Commissioners.

9. Commissioners Community Announcements

Vice-Chairman Roberson thanked the contractor and City staff for their diligent work on the Memorial Trail Project.

Commissioner Griffith thanked City staff for their work on the Memorial Trail Project. Commissioner Griffith congratulated the retirees recognized tonight.

Chairman Amon thanked City staff for their work on the Memorial Trail Project.

RECESS: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 7:40 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 8:16 P.M.

AGENDA ITEM 5A:


MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE RESOLUTION NO. 26-2019 AS PRESENTED. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

10. Adjournment

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO ADJOURN THE DECEMBER 16, 2019 MEETING OF THE CUSHING CITY COMMISSION AT 8:17 P.M. THE MOTION WAS SECONDED BY COMMISSIONER THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, 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 DECEMBER 13, 2019 AT 8:35 P.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING
CUSHING MUNICIPAL AUTHORITY
HELD AT 100 JUDY ADAMS BLVD.
DECEMBER 16, 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 December 16, 2019 by Chairman Amon.

PRESENT: THOMPSON, ROBERSON, GRIFFITH, AMON
ABSENT: DOWELL

- 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. Trustees 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 Trustee 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: \$620,380.55**
 - b. Approve minutes: November 18, 2019 (Regular)**
 - c. Approve payment to CivicPlus in the amount of \$5,750.00 for Invoice #194264 for website design.**
 - d. Approve payment to CBEW Professional Group, LLP in the amount of \$7,750.00 for the FY 2018-19 Cushing Municipal Authority audit.**
 - e. Approve payment to MacArthur Associated Consultants in the amount of \$28,170.00 for Invoice No. 15-05A-02 on the SH-33 Utility Relocation project.**
 - f. Approve payment to MacArthur Associated Consultants in the amount of \$27,234.95 for Invoice No. S19-04-06 for right of way and easement acquisitions on the SH-33 Project.**

- g. Approve payment or accept donations from landowners as attached on Exhibit "A" for the purchase of right-of-way as detailed in the SH-33 Pavement Project (JP No. 28983(04)).
- h. Authorize the City Manager to issue a purchase order to Environmental Management of Guthrie, Oklahoma in an amount up to \$25,300.00 to provide digester sludge removal at the Wastewater Treatment Plant during basin repairs and to authorize payment.
- i. Authorize the City Manager to issue a purchase order to Bennett Steel, Inc. of Sapulpa, Oklahoma in an amount up to \$11,600.00 to provide mechanical support (crane) during basin repairs at the Wastewater Treatment Plant and to authorize payment.
- j. Authorize the City Manager to issue a purchase order to Fechner Pump & Supply, Inc. of Cushing Oklahoma in an amount up to \$1,800.00 for parts and materials so repairs to the piping in the basin at the Wastewater Treatment Plant can be completed and to authorize payment.
- k. Authorize the City Manager to issue a purchase order to Rugged Roustabout of Cushing, Oklahoma in an amount up to \$8,500.00 to make repairs to the piping in the basin at the Wastewater Treatment Plant and to authorize payment.
- l. Recognize non-pay utility report for City operations and public facilities for 11/30/19 billing period.
- m. Recognize statement of cash and investments as of November 30, 2019.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ROBERSON TO APPROVE THE CONSENT AGENDA AS PRESENTED, EXCLUDING ITEMS 3H-3K. THE MOTION WAS SECONDED BY TRUSTEE GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

4. Items Removed from Consent Agenda

AGENDA ITEMS 3H-3K:

MOTION: A MOTION WAS MADE BY TRUSTEE THOMPSON TO APPROVE CONSENT AGENDA ITEMS 3H-3K. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

5. Resolutions

- a. **RESOLUTION NO. 23-2019: A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.**
- b. **RESOLUTION NO. 24-2019: A resolution amending and adopting a new Section 5.2 to the Personnel Handbook for the City of Cushing and Cushing Municipal Authority; establishing an effective date; and repealing and superseding previous Section 5.2 of the Personnel Handbook.**

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ROBERSON TO APPROVE RESOLUTION NO. 24-2019 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

RECESS: THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS RECESSED AT 7:52 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS RECONVENED AT 8:17 P.M.

AGENDA ITEM 5A:

MOTION: A MOTION WAS MADE BY TRUSTEE THOMPSON TO APPROVE RESOLUTION NO. 23-2019 AS PRESENTED. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

6. Executive Session

- a. **Executive Session Pursuant to 25 O.S. §307(B)(3) to discuss the purchase or appraisal of real property.**
- b. **Executive Session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager.**

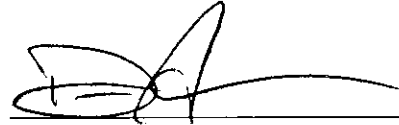
7. Other New Business, if any, which has arisen since the posting of the Agenda and could not have been anticipated prior to the time of the posting (25 O.S. §311 (9))

8. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO ADJOURN THE DECEMBER 16, 2019 MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 8:18 P.M. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, AMON

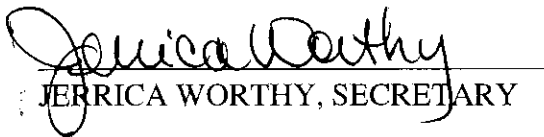
NAYS: NONE



DON AMON, CHAIRMAN
CUSHING MUNICIPAL AUTHORITY

(S E A L)

ATTEST:



JERRICA WORTHY, SECRETARY

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED DECEMBER 13, 2019 AT 8:35 P.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING
CUSHING HOSPITAL AUTHORITY
HELD AT 100 JUDY ADAMS BLVD.
DECEMBER 16, 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 December 16, 2019 by Chairman Amon.

PRESENT: THOMPSON, ROBERSON, GRIFFITH, AMON
ABSENT: DOWELL

- 2. Consent Agenda**
 - a. Approve claims totaling: \$3,653.82**
 - b. Approve Minutes: November 18, 2019 (Special)**
 - c. Approve payment to German Roofing in the amount of \$1,500.00 for roof repair to the medical office building located at 1030 East Cherry.**
 - d. Approve payment to GCC Enterprises, Inc. in the amount of \$174,575.79 for Pay Application No. 2 on the Memorial Park Trail project.**
 - e. Approve payment to GCC Enterprises, Inc. in the amount of \$34,151.50 for Pay Application No. 3 (final payment) on the Memorial Park Trail project.**

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

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

- 3. Items Removed from Consent Agenda**

NONE.

RECESS: THE REGULAR MEETING OF THE CUSHING HOSPITAL AUTHORITY WAS RECESSED AT 7:54 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING HOSPITAL AUTHORITY WAS RECONVENED AT 8:18 P.M.

4. Resolutions

- a. RESOLUTION No. 10-2019: A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.**

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO APPROVE RESOLUTION NO. 10-2019 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

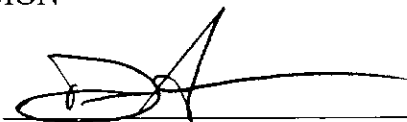
5. Executive Session

- a. Executive Session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager.**

6. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE THOMPSON TO ADJOURN THE DECEMBER 16, 2019 MEETING OF THE CUSHING HOSPITAL AUTHORITY AT 8:18 P.M. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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



DON AMON, CHAIRMAN
CUSHING HOSPITAL AUTHORITY

(S E A L)

ATTEST:


JERRICA WORTHY, SECRETARY

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED DECEMBER 13, 2019 AT 8:35 P.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING
CUSHING INDUSTRIAL AUTHORITY
HELD AT 100 JUDY ADAMS BLVD.
DECEMBER 16, 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 Industrial Authority was called to order on December 16, 2019 by Chairman Amon.

PRESENT: THOMPSON, ROBERSON, GRIFFITH, AMON
ABSENT: DOWELL

- 2. Consent Agenda**
 - a. Approve claims totaling: \$11,409.47**
 - b. Approve minutes: November 18, 2019 (Special)**

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

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

- 3. Items Removed from Consent Agenda**

NONE.

- 4. Report from CEDF Director**

CEDF Director Bruce Johnson provided a highlight over the last quarter.

**RECESS: THE REGULAR MEETING OF THE CUSHING INDUSTRIAL AUTHORITY
WAS RECESSED AT 7:25 P.M.**

RECONVENE: THE REGULAR MEETING OF THE CUSHING INDUSTRIAL AUTHORITY WAS RECONVENED AT 8:18 P.M.

5. Resolutions

- a. **RESOLUTION NO. 05-2019: A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.**

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ROBERSON TO APPROVE RESOLUTION NO. 05-2019 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

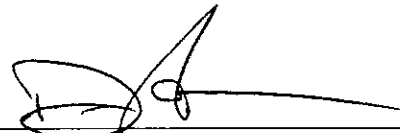
6. Executive Session

- a. **Executive Session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager.**

7. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO ADJOURN THE DECEMBER 16, 2019 MEETING OF THE CUSHING INDUSTRIAL AUTHORITY AT 8:18 P.M. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

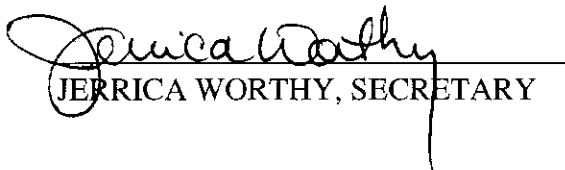
AYES: THOMPSON, ROBERSON, GRIFFITH, AMON
NAYS: NONE



DON AMON, CHAIRMAN
CUSHING INDUSTRIAL AUTHORITY

(S E A L)

ATTEST:



JERRICA WORTHY, SECRETARY