

IN ACCORDANCE WITH OKLAHOMA MEETING LAW
THE AGENDA WAS POSTED FRIDAY, OCTOBER 13, 2017
AT THE CUSHING CITY HALL
CUSHING, OKLAHOMA

MINUTES OF THE REGULAR MEETING
CUSHING MUNICIPAL AUTHORITY
OCTOBER 16, 2017
7:00 P.M.

CALL TO ORDER AND OPENING CEREMONIES.

THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS CALLED TO ORDER ON OCTOBER 16, 2017, BY CHAIRMAN AMON.

ROLL CALL, DECLARATION OF A QUORUM BEING PRESENT.

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

APPEARANCE OR PETITIONS FROM THE AUDIENCE.

NONE.

1. CONSENT DOCKET.

- A) APPROVAL OF MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING HELD ON AUGUST 21, 2017.
- B) APPROVAL OF MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING HELD ON SEPTEMBER 18, 2017.
- C) APPROVAL OF PAYMENT OF CLAIMS AND PAYROLL.

C.M.A. PAYROLL (09-15-17) \$ 96,274.95

TOTAL \$ 96,274.95

LONGEVITY 7,708.16

C.M.A. PAYROLL (09-30-17) \$ 94,313.55

TOTAL \$ 102,021.71

TOTAL PAYROLL \$ 198,296.66

OPERATING FUND \$ 639,030.24

CAPITAL IMPROVEMENT FUND 5,531.44

POSTAGE FOR UTILITY BILLS 1,027.72

TOTAL CLAIMS \$ 645,589.40

TOTAL CLAIMS & PAYROLL \$ 843,886.06

- D) AUTHORIZATION TO PURCHASE NO LEAD FUEL AND DIESEL FUEL AND TO

- EXPEND UP TO \$20,000.00.
- E) APPROVAL OF PAYMENT TO CUSHING HOSPITALITY, LLC IN THE AMOUNT OF \$32,870.00 FOR THE PURCHASE OF RIGHT-OF-WAY ON PARCEL 2 OF THE STATE HIGHWAY 33/18 INTERSECTION IMPROVEMENT PROJECT.
 - F) APPROVAL OF PAYMENT TO BOBBY EUGENE TODD CAROL L. TODD IN THE AMOUNT OF \$3,000.00 FOR THE PURCHASE OF RIGHT-OF-WAY ON PARCEL 12 OF THE STATE HIGHWAY 33/18 INTERSECTION IMPROVEMENT PROJECT.

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

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

2. PUBLIC HEARINGS AND BID OPENINGS.

NONE.

3. GENERAL BUSINESS.

NONE.

4. NEW BUSINESS.

NONE.

5. OLD BUSINESS.

NONE.

6. REPORTS OF COMMITTEES, BOARDS, ETC.

- A) NON-PAY UTILITY REPORT FOR CITY OPERATIONS AND PUBLIC FACILITIES 09/30/17 BILLING PERIOD.
- B) STATEMENT OF CASH AND INVESTMENTS AS OF SEPTEMBER 30, 2017.

THE BOARD OF TRUSTEES ACKNOWLEDGED THE NON-PAY UTILITY REPORT FOR CITY OPERATIONS AND PUBLIC FACILITIES FOR THE 09/30/2017 BILLING PERIOD AND THE STATEMENT OF CASH AND INVESTMENTS AS OF SEPTEMBER 30, 2017 AS PRESENTED.

7. REMARKS AND INQUIRIES BY TRUSTEES.

NONE.

8. EXECUTIVE SESSION.

NONE.

9. ADJOURNMENT.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN BRANNON TO ADJOURN THE OCTOBER 16, 2017, REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 7:35 P.M. THE MOTION WAS SECONDED BY TRUSTEE THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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



DON AMON, CHAIRMAN
CUSHING MUNICIPAL AUTHORITY

(SEAL)

ATTEST:



JERRICA WORTHY, SECRETARY

IN ACCORDANCE WITH OKLAHOMA MEETING LAW
THE AGENDA WAS POSTED FRIDAY, OCTOBER 13, 2017
AT THE CUSHING CITY HALL
CUSHING, OKLAHOMA

MINUTES OF THE REGULAR MEETING
CUSHING CITY COMMISSION
OCTOBER 16, 2017
7:00 P.M.

CALL TO ORDER AND OPENING CEREMONIES.

THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS CALLED TO ORDER ON OCTOBER 16, 2017 BY CHAIRMAN AMON. VICE-CHAIRMAN BRANNON LED IN PRAYER. COMMISSIONER ROBERSON LED IN THE PLEDGE OF ALLEGIANCE.

ROLL CALL, DECLARATION OF A QUORUM BEING PRESENT.

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

PROCLAMATION: A PROCLAMATION DECLARING OCTOBER 19, 2017 AS "EARTHQUAKE AWARENESS DAY" IN THE CITY OF CUSHING.

CHIEF PIXLER WAS PRESENT TO RECEIVE THE PROCLAMATION AND BRIEFED THE AUDIENCE ABOUT "SHAKE OUT" DAY.

APPEARANCE OR PETITIONS FROM THE AUDIENCE.

VIC CAUDLE STATED THE CUSHING LION'S CLUB WOULD LIKE TO ADOPT THE PARK ON BROADWAY. CHAIRMAN AMON STATED SOMEONE WOULD CONTACT THE CLUB REGARDING THE TOPIC.

1. CONSENT DOCKET.

- A) APPROVAL OF MINUTES OF THE BOARD OF COMMISSIONERS SPECIAL JOINT MEETING WITH THE CUSHING MUNICIPAL AUTHORITY BOARD OF TRUSTEES HELD ON AUGUST 15, 2017.
- B) APPROVAL OF MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING HELD ON AUGUST 21, 2017.
- C) APPROVAL OF MINUTES OF THE BOARD OF COMMISSIONERS SPECIAL JOINT MEETING WITH THE CUSHING MUNICIPAL AUTHORITY BOARD OF TRUSTEES HELD ON SEPTEMBER 1, 2017.
- D) APPROVAL OF MINUTES OF THE BOARD OF COMMISSIONERS SPECIAL MEETING HELD ON SEPTEMBER 14, 2017.
- E) APPROVAL OF MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING HELD ON SEPTEMBER 18, 2017.
- F) APPROVAL OF PAYMENT TO BDB ENGINEERING GROUP, LLC IN THE SUM OF \$825.00 FOR PAYMENT OF INVOICE NO. 1051-4 ON THE APRON, SEAL COAT AND TAXIWAY REPAIR PROJECT AT THE CUSHING REGIONAL

AIRPORT.

G) APPROVAL OF PAYMENT OF CLAIMS AND PAYROLL.

CITY OF CUSHING (9-15-17)	\$ 179,147.61
HEALTH INS. CLAIMS	<u>92,414.81</u>
TOTAL	\$ 271,562.42

CITY OF CUSHING (9-30-17)	\$ 174,255.06
LONGEVITY	12,371.54
HEALTH INS. CLAIMS	<u>92,604.67</u>
TOTAL	\$ 279,231.27

TOTAL PAYROLL	\$ 550,793.69
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GENERAL FUND	\$ 65,683.94
STREET & ALLEY FUND	7,959.96
2009 SALES TAX FUND	21,257.00
GRANT FUND (FY 17/18)	<u>90.08</u>

TOTAL CLAIMS	\$ 94,990.98
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TOTAL CLAIMS & PAYROLL	\$ 645,784.67
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MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN BRANNON TO APPROVE THE CONSENT DOCKET AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

2. PUBLIC HEARINGS AND BID OPENINGS.

NONE.

3. NON-CONFORMING STRUCTURES.

NONE.

4. GENERAL BUSINESS.

- A) DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 44-2017: A RESOLUTION AUTHORIZING THE CHAIRMAN, BOARD OF COMMISSIONERS, TO PROCLAIM THE HOLDING OF AN ELECTION IN THE CITY OF CUSHING, OKLAHOMA, FOR THE PURPOSE OF ELECTING ONE CANDIDATE TO THE OFFICE OF COMMISSION OFFICE NO. 1; AND, FOR THE PURPOSE OF ELECTING ONE CANDIDATE TO THE OFFICE OF COMMISSION OFFICE NO. 2 OF SAID CITY.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN BRANNON TO APPROVE RESOLUTION NO. 44-2017 AUTHORIZING THE CHAIRMAN, BOARD OF COMMISSIONERS, TO PROCLAIM THE HOLDING OF AN ELECTION IN THE CITY OF CUSHING, OKLAHOMA, FOR THE PURPOSE OF ELECTING ONE CANDIDATE TO THE OFFICE OF COMMISSION OFFICE NO. 1; AND, FOR THE PURPOSE OF ELECTING ONE CANDIDATE TO THE OFFICE OF COMMISSION OFFICE NO. 2 OF SAID CITY. THE MOTION WAS SECONDED BY COMMISSIONER GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- B) DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 45-2017: A RESOLUTION AUTHORIZING THE CHAIRMAN, BOARD OF COMMISSIONERS, TO EXECUTE A CONTRACT WITH BDB ENGINEERING GROUP FOR THE CONSTRUCTION OF A HANGAR TAXIWAY AT THE CUSHING REGIONAL AIRPORT.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN BRANNON TO APPROVE RESOLUTION NO. 45-2017 AUTHORIZING THE CHAIRMAN, BOARD OF COMMISSIONERS, TO EXECUTE A CONTRACT WITH BDB ENGINEERING GROUP FOR THE CONSTRUCTION OF A HANGAR TAXIWAY AT THE CUSHING REGIONAL AIRPORT. THE MOTION WAS SECONDED BY COMMISSIONER THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- C) DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 46-2017: A RESOLUTION AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO CUSHING PLUMBING IN THE SUM OF \$11,584.87 FOR THE REPLACEMENT AND INSTALLATION OF A 7.5 TON 3-PHASE HEAT PUMP FOR THE SENIOR CITIZENS CENTER.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE RESOLUTION NO. 46-2017 AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO CUSHING PLUMBING IN THE SUM OF \$11,584.87 FOR THE REPLACEMENT AND INSTALLATION OF A 7.5 TON 3-PHASE HEAT PUMP FOR THE SENIOR CITIZENS CENTER. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- D) DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 47-2017: A RESOLUTION AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO PROFESSIONAL AMBULANCE SALES IN THE SUM OF \$114,258.00 FOR THE REMOUNT AND WORK AS DEFINED IN THE BID SPECIFICATIONS FOR THE FIRE DEPARTMENT 2009 FORD F-450 TYPE I AMBULANCE.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN BRANNON TO APPROVE RESOLUTION NO. 47-2017 AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO PROFESSIONAL AMBULANCE SALES IN THE SUM OF \$114,258.00 FOR THE REMOUNT AND WORK AS DEFINED IN THE BID SPECIFICATIONS FOR THE FIRE DEPARTMENT 2009 FOR F-450 TYPE I AMBULANCE. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: BRANNON, THOMPSON, ROBERSON, GRIFFITH, AMON

NAYS: NONE

- E) DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 48-2017: A RESOLUTION TO AMEND THE FISCAL YEAR 2017-18 CITY OF CUSHING LIBRARY/QUADRAPLEX SALES TAX FUND TO APPROPRIATE \$6,500.00 FROM THE UNOBLIGATED FUND BALANCE AND TO INCREASE THE LIBRARY EQUIPMENT EXPENSE LINE ITEM ACCOUNT IN THE AMOUNT OF \$6,500.00.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN BRANNON TO APPROVE RESOLUTION NO. 48-2017 AMENDING THE FISCAL YEAR 2017-18 CITY OF CUSHING LIBRARY/QUADRAPLEX SALES TAX FUND TO APPROPRIATE \$6,500.00 FROM THE UNOBLIGATED FUND BALANCE AND TO INCREASE THE LIBRARY EQUIPMENT EXPENSE LINE ITEM ACCOUNT IN THE AMOUNT OF \$6,500.00. THE MOTION WAS SECONDED BY COMMISSIONER THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: BRANNON, THOMPSON, ROBERSON, GRIFFITH, AMON

NAYS: NONE

- F) DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION NO. 49-2017: A RESOLUTION AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR THE REPLACEMENT OF A COMPRESSOR IN A 7.5-TON CARRIER HEAT PUMP AT THE LIBRARY.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE RESOLUTION NO. 49-2017 AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR THE REPLACEMENT OF A COMPRESSOR IN A 7.5 TON CARRIER HEAT PUMP AT THE LIBRARY. THE MOTION WAS SECONDED BY COMMISSIONER BRANNON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: BRANNON, THOMPSON, ROBERSON, GRIFFITH, AMON

NAYS: NONE

- G) DISCUSSION AND ACTION TO APPOINT TWO MEMBERS TO NEW THREE YEAR TERMS ON THE PLANNING COMMISSION.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN BRANNON TO APPOINT MARILYN DUFF AND RICKY GUNKEL TO NEW THREE YEAR TERMS ON THE PLANNING COMMISSION THROUGH SEPTEMBER, 2020. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- H) DISCUSSION AND ACTION TO APPOINT TWO MEMBERS TO NEW THREE YEAR TERMS AND TO APPOINT ONE MEMBER TO SERVE THE REMAINDER OF AN UNEXPIRED TERM ON THE BOARD OF ADJUSTMENT.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPOINT CAREY SEIGLE AND JOHN DORWORTH TO NEW THREE YEAR TERMS THROUGH SEPTEMBER 2020 AND TO APPOINT DAVE KARLIN TO SERVE THE REMAINDER OF AN UNEXPIRED TERM THROUGH SEPTEMBER 2018. THE MOTION WAS SECONDED BY VICE-CHAIRMAN BRANNON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- I) ACKNOWLEDGEMENT OF A VACANCY ON THE CUSHING HOUSING AUTHORITY.

5. ORDINANCES.

NONE.

6. NEW BUSINESS.

NONE.

7. OLD BUSINESS.

NONE.

8. REPORTS OF COMMITTEES, BOARDS, ETC.

- A) STATEMENT OF CASH AND INVESTMENTS AS OF SEPTEMBER 30, 2017.
- B) REPORT FROM CUSHING PUBLIC LIBRARY ADVISORY BOARD.
- C) CITY MANAGER'S REPORT.

THE LIBRARY ADVISORY BOARD WAS UNABLE TO PRESENT TONIGHT AND WILL BE RESCHEDULED AT A LATER DATE.

CITY MANAGER SPEARS REPORTED ON THE FOLLOWING ACTIVITIES FOR THE PREVIOUS MONTH:

- ANNUAL AUDIT COMPLETED.
- ATTENDED BOARD OF ADJUSTMENT MEETING.
- ATTENDED MEETING WITH ODEQ ENGINEER TO REVIEW INSPECTION OF WWTP.
- ATTENDED GRDA MONTHLY MEETING.
- MET WITH ROBERT BELL REGARDING PROGRESS ON TIF DOCUMENTS.

- ATTENDED PUBLIC VISION MEETING.
- PARTICIPATED AT OU INSTITUTE OF QUALITY COMMUNITIES SITE VISIT.
- STAFF CONTINUES TO HOLD WEED/GRASS/TRASH AND NON-CONFORMING STRUCTURE HEARINGS.
- STAFF CONTINUES TO ATTEND VO-TECH AND MESO TRAININGS.

9. REMARKS AND INQUIRIES BY COMMISSIONERS.

COMMISSIONER GRIFFITH THANKED ALL PARTICIPANTS FOR ATTENDING THE VISION MEETING.

COMMISSIONER ROBERSON COMMENTED ON THE ABOVE NOTED OU INSTITUTE PROJECT. COMMISSIONER ROBERSON ENCOURAGED EVERYONE TO BE PRESENT AND GET INVOLVED.

VICE-CHAIRMAN BRANNON ASKED THAT THE ANNUAL AUDIT BE PRESENTED AT A NOON MEETING.

CHAIRMAN AMON THANKED THE KENNEDY BOYS FOR CREATING THE DOWNTOWN PROJECT.

10. EXECUTIVE SESSION.

NONE.

11. ADJOURNMENT.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO ADJOURN THE OCTOBER 16, 2017 REGULAR MEETING OF THE CUSHING CITY COMMISSION AT 7:32 P.M. THE MOTION WAS SECONDED BY VICE-CHAIRMAN BRANNON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: BRANNON, THOMPSON, ROBERSON, GRIFFITH, AMON

NAYS: NONE



DON AMON, CHAIRMAN
CUSHING CITY COMMISSION

(S E A L)

ATTEST:



JERRICA WORTHY, CITY CLERK

IN ACCORDANCE WITH OKLAHOMA MEETING LAW
THE AGENDA WAS POSTED THURSDAY, OCTOBER 12, 2017
AT THE CUSHING CITY HALL
CUSHING, OKLAHOMA

MINUTES OF THE SPECIAL MEETING
OF THE
CUSHING CITY COMMISSION
OCTOBER 16, 2017
5:00 P.M.

1. CALL TO ORDER AND OPENING CEREMONIES.

THE SPECIAL MEETING OF THE CUSHING CITY COMMISSION WAS CALLED TO ORDER ON OCTOBER 16, 2017 BY CHAIRMAN AMON.

2. ROLL CALL, DECLARATION OF A QUORUM BEING PRESENT.

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

3. GENERAL BUSINESS.

NONE.

4. EXECUTIVE SESSION.

- A) DISCUSSIONS RELATING TO THE EMPLOYMENT, HIRING AND APPOINTMENT OF CITY MANAGER, INCLUDING INTERVIEW WITH CITY MANAGER CANDIDATE: DANIEL A. BERLOWITZ *** EXECUTIVE SESSION AS AUTHORIZED BY TITLE 25 OKLAHOMA STATUTES, SECTION 307.B.1 ***

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AGENDA ITEM 4-A. THE MOTION WAS SECONDED BY COMMISSIONER THOMPSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

RECESS: THE SPECIAL MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 5:03 P.M.

RECONVENE: THE SPECIAL MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 5:55 P.M.

5. ADJOURNMENT.

MOTION: A MOTION WAS MADE BY COMMISSIONER THOMPSON TO ADJOURN THE OCTOBER 16, 2017 SPECIAL MEETING OF THE CUSHING CITY COMMISSION AT 5:57 P.M. THE MOTION WAS SECONDED BY COMMISSIONER ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: THOMPSON, ROBERSON, GRIFFITH, AMON


NAYS: NONE



DON AMON, CHAIRMAN
CUSHING CITY COMMISSION

(SEAL)

ATTEST:



JERRICA A. WORTHY, CITY CLERK