

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS  
POSTED DECEMBER 15, 2023, AT 10:26 A.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING  
CUSHING CITY COMMISSION  
HELD AT 100 JUDY ADAMS BLVD.  
DECEMBER 18, 2023  
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. Special presentation to retired employee Craig Calkins.**

The Regular Meeting of the Cushing City Commission was called to order on December 18, 2023, by Chairman Lofton. Vice-Chairman Orton led in prayer. Commissioner Roberson led in the pledge of allegiance.

PRESENT: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
ABSENT: NONE

Chairman Lofton presented Craig Calkins with a special presentation for years of service.

- 2. Public Input and Unscheduled Personal Appearances**

Citizens wishing to participate in Public Input may do so by emailing their comments to [citymanager@cityofcushing.org](mailto:citymanager@cityofcushing.org) by 12:00 pm (noon) on December 18, 2023. Comments must include the citizen's full name and address (addresses will not be read aloud). Comments received by the deadline and meeting criteria will be read into the record. Comments will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens to comment 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 the 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.

Jonathan Schell, Administrator of the Cushing Regional Hospital gave a general update on the hospital.

- 3. Consent Agenda**
  - a. Approve claims and payroll totaling: \$823,245.15**
  - b. Approve minutes: November 20, 2023 (Regular)  
November 29, 2023 (Special)**
  - c. Approve budget amendment: Amend the FY 2023/2024 Fire Department Budget and Fire Donations Revenue within the General Fund budget**
  - d. Authorize the purchase of aviation fuel and expend up to \$60,000.00.**
  - e. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$30,000.00.**
  - f. Approve payment to Oklahoma Municipal Management Services in the amount of \$5,062.50 for payment of Invoice No.16081 for inspection services.**

- g. Authorize the City Manager to issue a purchase order to Charlton Heat & Air in the amount of \$6,707.00 for the purchase of two (2) mini split heat and air conditioning systems for the Cushing Sports Complex bathrooms, and to authorize payment.
- h. Authorize the City Manager to issue a purchase order to Conrad Fire Equipment in the amount of \$14,872.10 for fire hose for the Fire Department, and to authorize payment.
- i. Acknowledge a vacancy on the Senior Citizens Center Advisory Board.
- j. Appoint one member to serve the remainder of a three year term on the Cushing Housing Authority through January 2026.
- k. Approve payment to Oklahoma Mediation in the amount of \$6,223.10 for services relating to the Cushing Airport.
- l. Statement of cash and investments as of November 30, 2023.

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

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

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

#### **5. General Business**

##### **a. Discussion of Charter spending limits.**

City Staff offered a few ways to amend the Charter spending limits.

Commissioners discussed the different options.

#### **6. Resolutions**

- a. **RESOLUTION NO. 22-2023: A resolution declaring Lots 13 and 14 in Block 52, South Addition to the City of Cushing (Northeast Corner of Cherry and Noble) to be surplus property and authorizing the City Manager to advertise and sell such property; and, containing other provisions relating thereto.**

MOTION: A MOTION WAS MADE BY COMMISSIONER ROBERSON TO APPROVE RESOLUTION NO. 22-2023 AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

- b. **RESOLUTION NO. 23-2023: A resolution authorizing the City Manager to execute Work Order No. 23-09 with Professional Engineering Consultants, P.A. (PEC) in an amount up to \$480,600.00 for professional services associated with the reconstruction of various street locations within the city limits, and to authorize payment.**

Chad Griser gave presentation on projected projects on various streets within the city limits.

Commissioners spoke of the need to prioritize the different streets in the city.

MOTION: A MOTION WAS MADE BY COMMISSIONER ROBERSON TO APPROVE RESOLUTION NO. 23-2023 AS PRESENTED. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ORTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

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

RECESS: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 8:38 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 8:52

MOTION: A MOTION WAS MADE BY COMMISSIONER ROBERSON TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AGENDA ITEM 8A & B. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ORTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON  
NAYS: NONE

EXECUTIVE SESSION: ENTERED INTO EXECUTIVE SESSION AT 8:53 P.M. RETURNED FROM EXECUTIVE SESSION AT 9:20 P.M.

**9. City Manager's Communications**

City Manager Brannon distributed the December City Manager's Report to the Commissioners. Mr. Brannon gave a brief update on the roadwork on Hwy 33, he stated that as of right now there will be no sidewalk going out to Wal-Mart. At this time, it is being re-engineered to try and find a way to make the sidewalk happen. Mr. Brannon spoke of the reimbursements the City will receive for the engineering work done on State Highway 18, South. Mr. Brannon also gave an update on the new transmission line going up on 9<sup>th</sup> Street that will feed the new substation.

**10. Commissioners Community Announcements**

Commissioner Roberson thanked Mr. Calkins for years of service to The City, thanks to Mr. Shell for the update on Cushing Hospital and thanks to Mr. Griser for the detailed information on the roads. Mr. Roberson reminded everyone of the Cushing Pride Recycling event scheduled for December 31<sup>st</sup> from 12:00 p.m. to 2:00 p.m. and wished everyone a Merry Christmas.

Commissioner Dowell echoed what Commissioner Roberson said and wished everyone a Merry Christmas.

Commissioner Branyan stated how The City looks good with all the Christmas decorations all over town. Mr. Branyan commended volunteers with Cushing Pride and the work they have done and being recognized by Keep Oklahoma Beautiful and is looking forward to the highway project to be finished and hopes everyone contributes to keeping Cushing beautiful.

Vice-Chairman Orton wished everyone a Merry Christmas.


Chairman Lofton wished everyone a Merry Christmas and a Happy New Year.

**11. Adjournment**

MOTION: A MOTION WAS MADE BY COMMISSIONER ROBERSON TO ADJOURN THE DECEMBER 18, 2023, REGULAR MEETING OF THE CUSHING CITY COMMISSION AT 9:20 P.M. THE MOTION WAS SECONDED BY COMMISSIONER BRANYAN AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON

NAYS: NONE

  
RICKY LOFTON, CHAIRMAN  
CUSHING CITY COMMISSION

(SEAL)

ATTEST:

  
JERRICA WORTHY, CITY CLERK