

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED OCTOBER 13, 2023, AT 9:38 A.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.
OCTOBER 16, 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

The Regular Meeting of the Cushing Municipal Authority was called to order on October 16, 2023, by Chairman Roberson.

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

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 by 12:00 pm (noon) on October 16, 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. 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: \$1,569,522.92
- b. Approve minutes: September 18, 2023 (Regular)
- c. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.
- d. Authorize the City Manager to issue a purchase order to Virginia Transformer Corp. in an amount up to \$7,652.00 for a new LTC motor for the Harmony Substation transformer and to authorize payment.
- e. Authorize the City Manager to amend and increase contract CU-22-12M with Tech Line, Inc. of Austin, TX by \$25,000.00 for additional wire for the Harmony Substation project creating a new contract total of \$309,432.98, and to authorize payment.
- f. Authorize the City Manager to execute a change order in an amount up to \$30,913.83 with Cooper Machinery Services to cause the continuance of work to be performed for the repair of Unit #10 at the Cushing Power Production Plant, and to authorize payment.
- g. Approve payment to GRDA in the amount of \$44,195.89 for mutual aid assistance related to storm damage.

- h. **Recognize non-pay utility report for City operations and public facilities for 09/30/23 billing period.**
- i. **Recognize statement of cash and investments as of September 30, 2023.**

MOTION: A MOTION WAS MADE BY TRUSTEE 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. **Presentation and acceptance of FY 2022-2023 Cushing Municipal Authority audit.**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ACCEPT THE FY 2022-2023 CUSHING MUNICIPAL AUTHORITY AUDIT. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- b. **Authorize the City Manager to issue a letter of bid rejection through our engineer of record, Professional Engineering Consultants, to Downey Contracting regarding the clarifier vault piping replacement at the water production plant.**

MOTION: A MOTION WAS MADE BY TRUSTEE DOWELL TO AUTHORIZE THE CITY MANAGER TO ISSUE A LETTER OF INTENT TO THE OKLAHOMA OPIOID ABATEMENT BOARD. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

6. Resolutions

- a. **RESOLUTION NO. 13-2023: A resolution adopting a Governing Body Best Practices Handbook for the City of Cushing Board of Commissioners, Cushing Municipal Authority Board of Trustees, Cushing Hospital Authority Board of Trustees, Cushing Industrial Authority Board of Trustees and the Cushing Educational Facilities Authority Board of Trustees.**

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ORTON TO APPROVE RESOLUTION NO. 13-2023 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- b. **RESOLUTION NO. 14-2023: A resolution authorizing the City Manager to execute a Proposal for Services with Coates Field Services, Inc. in a sum not to exceed \$9,400.00 for electrical easement acquisition services for the Harmony Substation project, and to authorize payment.**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO APPROVE RESOLUTION NO. 14-2023 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. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE OCTOBER 16, 2023, REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 7:40 P.M. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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



RICKY LOFTON, CHAIRMAN
CUSHING MUNICIPAL AUTHORITY

(SEAL)



JERRICA WORTHY, SECRETARY