

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS  
POSTED OCTOBER 15, 2020 AT 2:00 P.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA

MINUTES OF THE SPECIAL MEETING  
CITY OF CUSHING COMMISSION  
HELD AT 100 JUDY ADAMS BLVD.  
OCTOBER 19, 2020  
4:30 PM

MEETING WILL BE CONDUCTED VIA TELECONFERENCE. Commissioners Griffith, Dowell, Lofton, and Denney will attend via teleconference. Chairman Roberson, City Manager Brannon, and City Attorney Huseman will be present on site. To listen to meeting call 1-877-309-2073, then enter Code 580194269 when prompted. Meeting will be broadcast on our public access TV station, Channel 14.

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

The Special Meeting of the Cushing City Commission was called to order on October 19, 2020 by Chairman Roberson. Commissioner DENNEY led in prayer. Chairman Roberson led in the pledge of allegiance.

PRESENT: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON  
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](mailto:citymanager@cityofcushing.org) by 12:00 pm (noon) on October 19, 2020. 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 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: \$746,900.23
- b. Approve minutes: October 7, 2020 (Special)  
September 21, 2020 (Regular)  
September 14, 2020 (Special)
- c. Budget amendment: Amend FY 2020/21 Grant Fund Balance for carryforward grant balances

- d. **Budget amendment: Amend FY 2020/21 General Fund and Library Departmental Operating Budgets for Library donation**
- e. **Budget amendment: Amend the FY 2020/21 Grant Fund Budget for CENA Grant (COEDD) award to be used for the purchase of folding chairs**
- f. **Authorize the purchase of aviation fuel and expend up to \$40,000.00.**
- g. **Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.**
- h. **Authorize payment to Horizon Construction of Cushing, LLC in the amount of \$43,392.91 for Invoice #1089 for the renovation of the old bus depot located at 114 North Harrison.**
- i. **Authorize the City Manager to issue a purchase order to TKO Construction, Welding & Fabrication, LLC in the amount of \$16,500.00 for demolition of the structure located at 503 South Harrison and to authorize payment.**
- j. **Authorize the City Manager to issue a purchase order to PerfectFloor Service in the amount of \$6,300.00 for refinishing the wood floors at the Youth and Community Center and to authorize payment.**
- k. **Approve Fire Department ambulance accounts receivable write-offs for FY 2019/2020 in the amount of \$282,662.59.**
- l. **Approve Fire Department miscellaneous accounts receivable write-offs for FY 2019/2020 in the amount of \$3,700.00.**
- m. **Appoint Lynda Cummings to fill an unexpired term on the Board of Adjustment.**
- n. **Approve retirement for Brian Hadix.**
- o. **Recognize statement of cash and investments as of September 30, 2020.**

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER DENNEY AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON

NAYS: NONE

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

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

- a. **Presentation and acceptance of FY 2019-2020 City of Cushing audit.**

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN DOWELL TO ACCEPT THE FY 2019-2020 CITY OF CUSHING AUDIT. THE MOTION WAS SECONDED BY COMMISSIONER GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON

NAYS: NONE

#### **6. Resolutions**

- a. **RESOLUTION NO. 24-2020: 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 DOWELL TO APPROVE RESOLUTION NO. 24-2020 AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON  
NAYS: NONE

- b. **RESOLUTION NO. 25-2020: A resolution declaring certain city owned personal property described as one 2006 Fleetwood 8x33 travel trailer to be obsolete or surplus; authorizing and directing the city manager to sell or otherwise dispose of such obsolete or surplus property; and, providing for notice of sale.**

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE RESOLUTION NO. 25-2020 AS PRESENTED. THE MOTION WAS SECONDED BY VICE-CHAIRMAN DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON  
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. City Manager's Communications**

City Manager Brannon distributed the October City Manager's Report to the Commissioners. City Manager Brannon thanked Jerrica and the rest of staff for work well done on the audit; Appreciate the hard work and organization on the audit. Mr. Brannon expressed thanks to Tracie Rose, Jerrica Worthy, Darla Huckabay and Tina Graves for their work on the CARES Funding project. Mr. Brannon spoke of the "Bus Depot" project being near completion, and of the Electric Distribution project that is near 90% complete. Mr. Brannon spoke of looking into having a study session soon for earthquake repairs.

**9. Commissioners Community Announcements**

Commissioner DENNEY expressed thanks to all at City Hall.

Commissioner Griffith expressed thanks to Jerrica specifically and the entire staff at City Hall, congratulating all on the clean audit. Mr. Griffith welcomed Nick Myers to staff and thanked Terry Brannon for his years of service with the Little League Football.

Vice-Chairman Dowell thanked Terry Brannon for his years of work with the little league football, also thanked Jerrica for her work on the audit, and thanked Chief Claxton for hiring a great individual.

Chairman Roberson thanked Jerrica and staff at City Hall and is happy to have Deputy Chief Myers.

**10. Adjournment**

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO ADJOURN THE OCTOBER 19, 2020 SPECIAL MEETING OF THE CUSHING CITY COMMISSION AT 4:55 P.M. THE MOTION WAS SECONDED BY COMMISSIONER DENNEY AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON  
NAYS: NONE

  
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B.J. ROBERSON, CHAIRMAN  
CUSHING CITY COMMISSION

(SEAL)

ATTEST:

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JERRICA WORTHY, CITY CLERK