

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA  
WAS POSTED NOVEMBER 17, 2023, AT 10:07 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.  
NOVEMBER 20, 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 November 20, 2023, by Chairman Lofton.

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](mailto:citymanager@cityofcushing.org) by 12:00 pm (noon) on November 20, 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: \$1,550,303.50**
- b. Approve minutes: October 16, 2023 (Regular)**
- c. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.**
- d. Authorize the Chairman to execute Change Order No. 3 with Cooper Machinery Services in the amount of \$191,358.00 for continued repair of Unit #10 at the Cushing Power Production Plant, and to authorize payment.**
- e. Authorize the City Manager to issue a purchase order to Fleet Fuels of Cushing in an amount up to \$26,000.00 for the purchase of heavy duty diesel engine 40 weight oil for Power Plant Unit #10, and to authorize payment.**
- f. Approve request for special assistance on refuse carry-out at 818 East Oak.**
- g. Approve request for special assistance on refuse carry-out at 401 East 8th Street.**
- h. Approve request for special assistance on refuse carry-out at 825 East 5<sup>th</sup> Street.**
- i. Approval of payment to CBEW Professional Group, LLP in the amount of \$7,750.00 for the FY 2022-23 audit.**
- j. Authorize the City Manager to enter into a contract with Minsalt Advance Communication System (ACS) out of Peachtree Corners, Georgia for the purchase**

of software and hardware in the amount up to \$38,000.00 and to authorize payment.

- k. Authorize the City Manager to execute Work Order No. 23-08 with Professional Engineering Consultants (PEC) in an amount up to \$30,000.00 for preparation of a Sanitary Sewer Collection System Targeted Master Plan for the Michigan Sewer Trunk Line, and to authorize payment.
- l. Authorize the City Manager to execute Work Order No. 23-10 with Professional Engineering Consultants (PEC) in an amount up to \$23,100.00 for design and construction administration services related to lime disposal at the Cushing Water Treatment Plant, and to authorize payment.
- m. Authorize the City Manager to issue a purchase order to Myer Pump and Supply in an amount up to \$13,000.00 for the replacement of the motor and pump for water well #1, and to authorize payment.
- n. Authorize the City Manager to issue a purchase order to City Transformer Service Company from St. Paul, Texas in the amount of \$9,970.00 for testing of the Harmony Substation Transformer and to authorize payment.
- o. Recognize non-pay utility report for City operations and public facilities for 10/31/23 billing period.
- p. Recognize statement of cash and investments as of October 31, 2023.

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

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON

NAYS: NONE

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

#### **5. Resolutions**

- a. **RESOLUTION NO. 16-2023:** A resolution authorizing the Chairman, Board of Trustees, to execute final ODEQ Consent Order 23-286 following review by the City Attorney and authorize payment in an amount up to \$35,000.00 for the purpose of satisfying the fine assessed by the Oklahoma Department of Environmental Quality for unpermitted discharges from Manhole #509.

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO APPROVE RESOLUTION NO. 16-2023 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON

NAYS: NONE

- b. **RESOLUTION NO. 17-2023:** A resolution authorizing the Chairman, Board of Trustees, to execute an Offer Valuation Form prepared by our agent, Coates Field Service, Inc. of Oklahoma City, Oklahoma, in an amount up to \$27,350.00, for easement acquisition and damages related to land lying in part of the NE ¼ of Section 2, Township 17N, Range 5E, and to authorize payment.

MOTION: A MOTION WAS MADE BY TRUSTEE DOWELL TO APPROVE RESOLUTION NO. 17-2023 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

**6. Execute Session**

- a. **25 O.S. § 307 (B) (4) Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.**

RECESS: THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS RECESSED AT 7:39 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS RECONVENED AT 7:40 P.M.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ORTON TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING EXECUTIVE SESSION ITEM 6A. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

EXECUTIVE SESSION: ENTERED INTO EXECUTIVE SESSION AT 7:41 P.M. RETURNED FROM EXECUTIVE SESSION AT 8:00 P.M.


No action taken.

- 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**

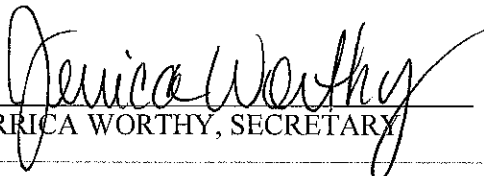
MOTION: A MOTION WAS MADE BY TRUSTEE DOWELL TO ADJOURN THE NOVEMBER 20, 2023, REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 8:01 P.M. THE MOTION WAS SECONDED BY TRUSTEE ROBERSON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

  
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RICKY LOFTON, CHAIRMAN  
CUSHING MUNICIPAL AUTHORITY

(SEAL)

ATTEST:

  
\_\_\_\_\_  
JERRICA WORTHY, SECRETARY