

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS
POSTED DECEMBER 17, 2021, AT 11:05 A.M. AT THE CUSHING CITY HALL,
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA

MINUTES OF THE REGULAR MEETING
CITY OF CUSHING, OKLAHOMA
HELD AT 100 JUDY ADAMS BLVD.
DECEMBER 20, 2021
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

The Regular Meeting of the Cushing City Commission was called to order on December 20, 2021, by Chairman Roberson. Clifford Tucker led in prayer. Chairman Roberson led 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 by 12:00 pm (noon) on December 20, 2021. 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: \$846,304.50
 - b. Approve minutes:
 - November 29, 2021 (Special joint meeting with CIA Board of Trustees)
 - November 15, 2021 (Regular)
 - November 10, 2021 (Special joint meeting with CHA Board of Trustees)
 - November 9, 2021 (Special)
 - c. Approve budget amendment: Amend FY (21/22) General Fund Budget to transfer \$230,000.00 to the CIA Fund
 - d. Approve budget amendment: Amend FY (21/22) Grant Fund Budget for Library, ARPA Grant.

- e. Authorize the purchase of aviation fuel and expend up to \$40,000.00.
- f. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.
- g. Approve payment to KSA Engineers, Inc. in the amount of \$8,354.97 for Invoice Number ARIV1000810 for services on the Cushing Airport Master Plan Project.
- h. Approval payment to KSA Engineers, Inc. in the amount of \$14,226.00 for Invoice Number ARIV1000820 for services on the Cushing Airport Taxiway Rehabilitation Project.
- i. Authorize the City Manager to execute Change Order No. 1 with Pintail Oilfield Services, LLC resulting in an increase of \$1,186.90 for the Taxiway Rehabilitation FAA Project 3-40-0023-21-2021 at Cushing Municipal Airport.
- j. Approve payment for application #1 to Pintail Oilfield Services, LLC. in the amount of \$166,005.00 for the Cushing Airport Taxiway Rehabilitation Project (FAA AIP No. 3-40-0023-21-2021)
- k. Approve payment to Gose & Associates in the amount of \$1,494.00 for Invoice No. 3933 on the Cushing Lake Breach Analysis project.
- l. Approve payment to Lambert Construction Company in the amount of \$52,034.50 for Pay Application No. 5 (final payment) on the Earthquake Repairs Phase Two Project.
- m. Approve payment to TKO Equipment Sales and Rental, LLC in the amount of \$5,100.00 for demolition of non-conforming structure at 914 North Noble Avenue.
- n. Authorize the City Manager to request from Oklahoma Municipal Assurance Group (OMAG) that the amount of \$33,520.15 be refunded to the City of Cushing for the unused portion of the City of Cushing's FY 2018-2019 workers' compensation loss fund.
- o. Appoint Judith Radle to serve a new three year term on the Cushing Housing Authority.
- p. Recognize statement of cash and investments as of November 30, 2021.

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. Authorization of Chairman to execute a professional services agreement with Municipal Finance Services, Inc.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE AGREEMENT WITH MUNICIPAL FINANCE SERVICES, INC. THE MOTION WAS SECONDED BY COMMISSIONER DENNEY AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

6. Resolutions

- a. **RESOLUTION NO. 41-2021:** A resolution authorizing and directing the Chairman, Board of Trustees, to execute an employment agreement with Terry Brannon for the position of City Manager.

MOTION: A MOTION WAS MADE BY COMMISSIONER DENNEY TO APPROVE RESOLUTION NO. 41-2021 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. 42-2021:** A resolution authorizing the City Manager to enter into an agreement with the Oklahoma Tax Commission for the collection of the City of Cushing Hotel/Motel Taxes; and, establishing an effective date.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE RESOLUTION NO. 42-2021 AS PRESENTED. THE MOTION WAS SECONDED BY VICE-CHAIRWOMAN DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

- c. **RESOLUTION NO. 43-2021:** A resolution authorizing the Chairman, Board of Commissioners, to execute a lease agreement with Cushing Economic Development Foundation for the lease of property located at 114 North Harrison.

MOTION: A MOTION WAS MADE BY VICE-CHAIRWOMAN DOWELL TO APPROVE RESOLUTION NO. 43-2021 AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER LOFTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

7. Ordinances

- a. **ORDINANCE NO. 12-20-21-04:** An ordinance amending Sections 17-43, 17-45, 17-47, and 17-18 of the Cushing City Code Hotel/Motel Tax; providing for exemptions; modifying operator's duties; defining assessment and determination of tax; providing for refunds under certain conditions; providing for severability and repeal; and, declaring an effective date.

MOTION: A MOTION WAS MADE BY COMMISSIONER DENNEY TO APPROVE ORDINANCE NO. 12-20-21-04 AMENDING SECTIONS 17-43, 17-45, 17-47 AND 17-48 AS PRESENTED. THE MOTION WAS SECONDED BY VICE-CHAIRWOMAN DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

8. **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))**

9. City Manager's Communications

City Manager Brannon distributed the December City Manager's Report to the Commissioners.

10. Commissioners Community Announcements

Commissioner Denney thanked Replenish for what they do for the community, talked about how great the Christmas parade was. Ms. Denney also bragged on the new hotel that is coming.

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

Vice-Chairwoman Dowell talked about being excited for the new hotel coming and thankful for Replenish.

Commissioner Griffith commented on how there are a lot of projects going on and lots of exciting news in the future.

Chairman Roberson expressed thanks for the Replenish program and how exciting the new hotel is.

RECESS: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 7:36 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 7:46 P.M.

11. Executive Session

- a. Executive session pursuant to 25 O.S. § 307 (B)(4) Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action.
- b. Executive session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager

MOTION: A MOTION WAS MADE BY COMMISSIONER DENNEY TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AGENDA ITEMS 11A AND 11B. THE MOTION WAS SECONDED BY COMMISSIONER GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON

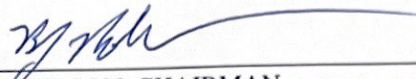
NAYS: NONE

EXECUTIVE SESSION: ENTERED INTO EXECUTIVE SESSION AT 7:47 P.M. RETURNED FROM EXECUTIVE SESSION AT 9:16 P.M.

12. Adjournment

MOTION: A MOTION WAS MADE BY COMMISSIONER DENNEY TO ADJOURN THE DECEMBER 20, 2021, MEETING OF THE CUSHING CITY COMMISSION AT 9:17 P.M. THE MOTION WAS SECONDED BY COMMISSIONER GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

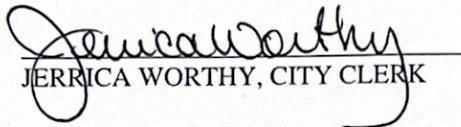
AYES: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON
NAYS: NONE



B.J. ROBERSON, CHAIRMAN
CUSHING CITY COMMISSION

(SEAL)

ATTEST:



JERRICA WORTHY, CITY CLERK