

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA  
WAS POSTED DECEMBER 18, 2020 AT 11:30 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.  
DECEMBER 21, 2020  
7:00 PM**

**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 December 21, 2020 by Chairman Roberson.

PRESENT: GRIFFITH, LOFTON, ROBERSON  
ABSENT: DENNEY, DOWELL

- 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 21, 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. 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: \$587,034.67**
  - b. Approve minutes: November 16, 2020 (Regular)**
  - c. Approve the following budget amendments:**
    - 1. Amend the FY 2020-21 CMA Fund Budget for the purchase of transformers**
    - 2. Amend the FY 2020-21 CMA Fund Budget for the payment of services to PEC**
  - d. Approve request for special assistance on refuse carry-out at 1021 East 10<sup>th</sup> Street.**
  - e. Approve request for special assistance on refuse carry-out at 614 East Oak.**
  - f. Approve payment to Poor Boy Tree Service in the amount of \$35,987.25 for ice storm cleanup.**

- g. **Approve payment to MacArthur Associated Consultants in the amount of \$10,100.00 for Invoice No. 15-05A-09 on the SH-33 Cushing Utility Relocation project.**
- h. **Approve payment to MacArthur Associated Consultants in the amount of \$20,200.00 for Invoice No. 15-05A-10 on the SH 33 Cushing Utility Relocation project.**
- i. **Approve payment to HCCCO, LLC in the amount of \$173,503.06 for Pay Request No. 2 on the UV Disinfection System Replacement at the Wastewater Treatment Plant.**
- j. **Authorize the City Manager to issue a purchase order to B & B Transformer in the amount of \$20,990.00 for two (2) 500 KVA 3 phase 120/240/208 remanufactured padmount transformers and to authorize payment.**
- k. **Authorize the City Manager to issue a purchase order to T & R Electric in the amount of \$19,972.00 for a 1500 KVA 3 phase 480/277 remanufactured padmount transformer and to authorize payment.**
- l. **Recognize non-pay utility report for City operations and public facilities for 11/30/2020 billing period.**
- m. **Recognize statement of cash and investments as of November 30, 2020.**

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

AYES: GRIFFITH, LOFTON, ROBERSON

NAYS: NONE

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

#### **5. Resolutions**

- a. **RESOLUTION NO. 23-2020: A resolution authorizing the City Manager to execute a professional services agreement with Professional Engineering Consultants of Tulsa, OK to perform a Risk and Resilience Assessment and develop an Emergency Response Plan for the Water Production Plant and authorize payment in an amount not to exceed \$46,200.00.**

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO APPROVE RESOLUTION NO. 23-2020 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE LOFTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: GRIFFITH, LOFTON, ROBERSON

NAYS: NONE

- b. **RESOLUTION NO. 24-2020: A resolution authorizing the City Manager to execute a professional services agreement with Professional Engineering Consultants of Tulsa, OK to perform a Wastewater and Water Treatment Plant Power Quality Study and authorize payment in an amount not to exceed \$9,000.00.**

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH THE APPROVE RESOLUTION NO. 24-2020 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE LOFTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: GRIFFITH, LOFTON, ROBERSON  
NAYS: NONE

- c. **RESOLUTION NO. 25-2020: A resolution authorizing the Chairman, Board of Trustees, to execute any and all documents necessary to grant a permanent easement to the City of Yale on property described as the East Half (E/2) of Section Thirty-Six (36) Township Eighteen (18) North, Range Five (5) East Payne County State of Oklahoma.**

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

AYES: GRIFFITH, LOFTON, ROBERSON  
NAYS: NONE

- d. **RESOLUTION NO. 26-2020: 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 TRUSTEE LOFTON TO APPROVE RESOLUTION NO. 26-2020 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: GRIFFITH, LOFTON, ROBERSON  
NAYS: NONE

- e. **RESOLUTION NO. 27-2020: A resolution authorizing the City Treasurer to pay regular payroll and claims in the event that the Board of Trustees is unable to meet due to the Covid-19 pandemic in the fiscal year 2020-2021.**

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO APPROVE RESOLUTION NO. 27-2020 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE LOFTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: GRIFFITH, LOFTON, ROBERSON  
NAYS: NONE

- f. **RESOLUTION NO. 28-2020: A resolution authorizing the Chairman, Board of Trustees, to execute any and all documents necessary to grant an easement and Temporary Access and Workspace Agreement to Oklahoma Natural Gas Company, a division of One Gas, Inc. on property described as the Southeast Quarter (SE/4) of Section Thirty-Six (36) Township Eighteen (18) North, Range Five (5) East Payne County State of Oklahoma.**

MOTION: A MOTION WAS MADE BY TRUSTEE LOFTON TO APPROVE RESOLUTION NO. 28-2020 AS PRESENTED. THE MOTION WAS SECONDED BY TRUSTEE GRIFFITH AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: GRIFFITH, LOFTON, ROBERSON  
NAYS: NONE

**6. Executive Session**

- a. Executive Session pursuant to 25 O.S. §307 (B) (1) to discuss the employment, hiring and appointment of City Manager.

**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))**

RECESS: THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS RECESSED AT 7:29 P.M.

RECONVENE: THE REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY WAS RECONVENED AT 8:02 P.M.

**8. Adjournment**

MOTION: A MOTION WAS MADE BY TRUSTEE GRIFFITH TO ADJOURN THE DECEMBER 21, 2020 REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 8:03 P.M. THE MOTION WAS SECONDED BY TRUSTEE LOFTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

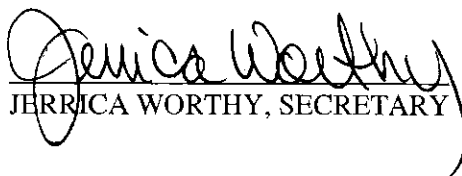
AYES: GRIFFITH, LOFTON, ROBERSON

NAYS: NONE

  
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B.J. ROBERSON, CHAIRMAN  
CUSHING MUNICIPAL AUTHORITY

( S E A L )

ATTEST:

  
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JERRICA WORTHY, SECRETARY