

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS  
POSTED APRIL 14, 2022, AT 1:30 P.M. AT THE CUSHING CITY HALL,  
100 JUDY ADAMS BOULEVARD, CUSHING, OKLAHOMA**

**MINUTES OF THE REGULAR MEETING  
CUSHING CITY COMMISSION  
HELD AT 100 JUDY ADAMS BLVD.  
APRIL 18, 2022  
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**
  - d. Declare May 5, 2022, as National Day of Prayer**

The Regular Meeting of the Cushing City Commission was called to order on April 18, 2022, by Chairman Roberson. Scott Morie led in prayer. Commissioner Denney led in the pledge of allegiance.

PRESENT: DENNEY, GRIFFITH, DOWELL, LOFTON, ROBERSON

ABSENT: NONE

Cushing Ministerial Alliance's Scott Morie accepted the proclamation to proclaim May 5, 2022, as National Day of Prayer.

- 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 April 18, 2022. 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.

Cushing Municipal Airport Hanger Tenants Dr. Michelle Kimmel, Chantz Candler, Kevin Brown, and Andy Beck spoke about Resolution No. 06-2022 asking the Commission to wait 30 days before acting; an email from Tyson Brannon was read by Chairman Roberson also asking the Commission to table the resolution for 30 days.

- 3. Consent Agenda**
  - a. Approve claims and payroll totaling: \$728,270.72**
  - b. Approve minutes: March 21, 2022 (Regular)**
  - c. Authorize the purchase of aviation fuel and expend up to \$50,000.00.**
  - d. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$25,000.00.**

- e. Authorize payment to CLS & Associates, LLC in the amount of \$22,520.00 for professional services on the City Wide Recreational Master Plan.
- f. Authorize the City Manager to issue a purchase order to Goodyear Commercial Tire in an amount not to exceed \$6,896.80 for tires for the Fire Department's brush truck unit #18, and to authorize payment.
- g. Approve payment to Oklahoma Municipal Management Services in the amount of \$2,850.00 for payment of Invoice No. 2113 for March inspection services.
- h. Appoint three members to serve new three year terms on the Senior Citizens Center Advisory Board.
- i. Cast ballot for two members to serve on the OMAG Board of Trustees.
- j. Acknowledge three terms expiring in June on the Library Board.
- k. Statement of cash and investments as of March 31, 2022.

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 2020-2021 City of Cushing audit.**

Laura Morgan representing CBEW gave FY 2020-2021 audit presentation stating City of Cushing had a very Clean Audit Opinion.

MOTION: A MOTION WAS MADE BY COMMISSIONER DENNEY TO ACCEPT THE FY 2020-2021 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. 02-2022: A resolution concerning Coronavirus Local Fiscal Recovery Funds for non-entitlement units of government (ARPA Funds), authorizing the acceptance of the funds, the appropriate budget amendments, and the execution of all necessary agreements and related documents.**

MOTION: A MOTION WAS MADE BY VICE CHAIRWOMAN DOWELL TO APPROVE RESOLUTION NO. 02-2022 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

**b. RESOLUTION NO. 03-2022: A resolution appointing the City of Cushing Floodplain Administrator.**

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE RESOLUTION NO. 03-2022 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

**c. RESOLUTION NO. 04-2022: A resolution authorizing the issuance of a purchase order to Carter Chevrolet in an amount not to exceed \$59,000.00 for the purchase of a 2023 Chevrolet 3500 cab and chassis with ambulance preparation package at state contract price, and to authorize payment.**

MOTION: A MOTION WAS MADE BY COMMISSIONER DENNEY TO APPROVE RESOLUTION NO. 04-2022 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

**d. RESOLUTION NO. 05-2022: A resolution of the City of Cushing, Oklahoma (the "City") approving the incurrence of indebtedness by the Cushing Municipal Authority (the "Authority") issuing its Utility System Revenue Note, Series 2022 (the "Note"); providing that the organizational document creating the Authority is subject to the provisions of the indenture authorizing the issuance of the Note; waiving competitive bidding with respect to the sale of the Note and approving the proceedings of the Authority pertaining to the sale of the Note; ratifying and confirming the Lease Agreement pertaining to certain water, sanitary sewer, electric, and garbage systems, and approving and authorizing the execution of an Amended Lease Agreement; authorizing and directing the execution of all documents relating to the transaction; and containing other provisions relating thereto.**

John Wolf and Alan Brooks from Municipal Finance Services spoke in regards to the Utility System Revenue Note.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE RESOLUTION NO. 05-2022 NOT TO EXCEED THE AMOUNT OF \$12 MILLION 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

**e. RESOLUTION NO. 06-2022: A resolution establishing a standard rental rate for City owned hangars at the Cushing Municipal Airport; establishing certain other rental fees; and, establishing an effective date.**

KSA Engineer Adam Marsh presented proposed rate study.

MOTION: A MOTION WAS MADE BY COMMISSIONER LOFTON TO TABLE RESOLUTION NO. 06-2022. THE MOTION WAS SECONDED BY COMMISSIONER DENNEY AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

#### **7. Ordinances**

- a. **ORDINANCE NO. 4-18-22-01:** An ordinance amending Chapter 2 Sections 2-14, 2-15, 2-16, 2-17, and 2-18, and the Employee Retirement System, Defined Contribution Plan for the position of city manager for the City of Cushing, Oklahoma by adopting a revised and restated retirement plan; providing retirement benefits for eligible employees of the City of Cushing, Oklahoma; providing for purpose and organization; providing for definitions; providing for eligibility and participation; providing for non-alienation of benefits; providing for employer and employee contributions; providing for accounting, allocation, and valuation; providing benefits; providing for required notice; providing for amendments and termination; providing for transfer to and from other plans; creating a retirement committee and providing for powers, duties, and rights of retirement committee; providing for payment of certain obligations; providing for duration and payment of expenses; providing for effective date; providing for vesting schedules; providing for a fund to finance the system to be pooled with other incorporated cities towns and their agencies and instrumentalities for purposes of administration, management, and investments part of the Oklahoma Municipal Retirement Fund; providing for payment of all contributions under the system to the Oklahoma Municipal Retirement Fund for management and investment; providing for repealer and severability; adopting those amendments mandated by the Internal Revenue Code; and declaring an emergency.

MOTION: A MOTION WAS MADE BY COMMISSIONER GRIFFITH TO APPROVE ORDINANCE NO. 4-18-22-01 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 May City Manager's Report to the Commissioners. Mr. Brannon also spoke about the success of the Spring Clean-up and mentioned the upcoming Fall Clean-up. Mr. Brannon spoke of Units 10 & 11 at the Power Plant and the expectation they will be operational by July 1, 2022, he also spoke of the street tour where he and an engineer will be going out and looking at the streets that have been purposed to be repaired. City Manager Brannon thanked Vice-Chairwoman Dowell for her service on the City Commission over the past few years. On behalf of the staff Mr. Brannon stated Ms. Dowell will be missed for her quiet but strong leadership and wishes her well going forward.

#### **10. Commissioners Community Announcements**

Commissioner Denney said it was an honor to serve with Vice-Chairwoman Dowell. Commissioner Denney also expressed thanks to Jerrica for all she does. Ms. Denney also reminded that tomorrow is the 27<sup>th</sup> Anniversary of the Murrah Building bombing. Commissioner Denney also expressed thanks to all the citizens coming on behalf of the airport.

Commissioner Griffith thanked Vice-Chairwoman Dowell for service, also to Marilyn Duff and DCRA group for the downtown market event this last Saturday.

Commissioner Lofton expressed thanks to Darla and Jerrica for doing a great job and to Vice-Chairwoman Dowell for her service.

Vice-Chairwoman Dowell expressed thanks to Darla, Jerrica, Brenda, and Missy for work done. Ms. Dowell also expressed her thanks to all during her time of service.

Chairman Roberson thanked Vice-Chairwoman Dowell for her service on the City Commission. Mr. Roberson made the following announcements; Graduation is May 13<sup>th</sup> at 7 p.m., Broadway District Market has started and encouraged the community to attend, also reminded everyone of the Cushing Pride Recycling event this coming Sunday from 12-4, Cushing Chamber 7<sup>th</sup> annual Shred Day will be held April 22<sup>nd</sup> from 10-12. Mr. Roberson congratulated Commissioner Denney on her future term as the Payne County Treasure and expressed his thanks to the candidates that ran for a seat on the commission.

**RECESS:** THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECESSED AT 8:31 P.M.

**RECONVENE:** THE REGULAR MEETING OF THE CUSHING CITY COMMISSION WAS RECONVENED AT 8:51 P.M.

#### **11. Executive Session**

- a. Executive Session pursuant to 25 O.S. §307(B)(3) to discuss the purchase or appraisal of real property.**

**MOTION:** A MOTION WAS MADE BY VICE-CHAIRWOMAN DOWELL TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AGENDA ITEM 11A. 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 8:52 P.M. RETURNED FROM EXECUTIVE SESSION AT 10:38 P.M.

#### **12. Adjournment**

**MOTION:** A MOTION WAS MADE BY COMMISSIONER DENNEY TO ADJOURN THE APRIL 18, 2022, MEETING OF THE CUSHING CITY COMMISSION AT 10:38 P.M. THE MOTION WAS SECONDED BY VICE-CHAIRWOMAN DOWELL 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

( S E A L )

ATTEST:

  
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JERRICA WORTHY, CITY CLERK