

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS
POSTED JUNE 16, 2023, AT 10:50 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.
JUNE 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 City Commission was called to order on June 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 by 12:00 pm (noon) on June 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: \$1,230,107.98**
- b. Approve minutes: May 15, 2023 (Regular)**
- c. Approve budget amendment: Amend FY 2022/2023 Cushing Municipal Authority budget.**
- d. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.**
- e. Approve request for special assistance on refuse carry-out at 1445 East Moses.**
- f. Approve payment to Anixter, Inc. in the amount of \$7,795.00 for connectors for the Electric Distribution Department.**
- g. Approve payment to Allgeier, Martin and Associates, Inc. in the amount of \$29,404.29 for Invoice No. CMA6021003-423 on the Harmony substation project.**
- h. Approve payment to Trans-Tel Central, LLC in the amount of \$10,800.55 for repairs to fiber optic cable.**
- i. Acknowledge receipt of Permit No. SL000060220898 from the Oklahoma Department of Environmental Quality for the construction of 1,698 linear feet of**

eight (8) inch PVC sanitary sewer line and all appurtenances to serve the Sanitary Sewer Extension for the new Cushing Public School Administration Building.

- j. Approve the write-off of 133 delinquent utility accounts totaling \$34,021.12 for the 12-month period of 7/01/2020 through 6/30/2021.
- k. Approve payment to OMAG in the sum of \$154,583.52 for the Cushing Municipal Authority's portion of the insurance premium (to be paid from FY 2023-2024 budgeted funds).
- l. Authorize the City Manager to issue a purchase order to Payne County District No. 1 in an amount up to \$227,209.46 for road damage caused while Euchee Valley and Texaco Road were being used as a detour during the rehabilitation of Main Street (S.H. 33), and to authorize payment.
- m. Authorize the City Manager to issue a purchase order to Berendsen Fluid Power of Tulsa in an amount up to \$53,000.00 for the purchase of one oil reclaimer/dehydrator for the Power Plant, and to authorize payment.
- n. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2022-2023 audit.
- o. Recognize non-pay utility report for City operations and public facilities for 05/31/23 billing period.
- p. Recognize statement of cash and investments as of May 31, 2023.

City Manager Brannon spoke shortly on Item 3L..

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

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON

NAYS: NONE

4. Items Removed from Consent Agenda

5. General Business

- a. **Authorize the Chairman, Board of Trustees, to execute an employment agreement with Jonathan Huseman for the position of City Attorney.**

MOTION: A MOTION WAS MADE BY TRUSTEE BRANYAN TO AUTHORIZE THE CHAIRMAN, BOARD OF TRUSTEES, TO EXECUTE AN EMPLOYMENT AGREEMENT WITH JONATHAN HUSEMAN FOR THE POSITION OF CITY ATTORNEY. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ORTON AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON

NAYS: NONE

- b. **Authorize staff to execute a policy change related to utility deposits (electric, water, sewer and refuse) to allow for the abatement of all utility deposits in accordance with our Family Violence Waiver Policy and implement the forms and processes necessary to ensure the programs successful implementation.**

City Manager Brannon spoke briefly about the Family Violence Waiver Policy.

MOTION: A MOTION WAS MADE BY VICE-CHAIRMAN ORTON TO AUTHORIZE STAFF TO EXECUTE A POLICY CHANGE RELATED TO UTILITY DEPOSITS (ELECTRIC, WATER, SEWER AND REFUSE) TO ALLOW FOR THE ABATEMENT OF ALL UTILITY DEPOSITS IN ACCORDANCE WITH OUR FAMILY VIOLENCE WAIVER POLICY AND IMPLEMENT THE

FORMS AND PROCESSES NECESSARY TO ENSURE THE PROGRAMS SUCCESSFUL IMPLEMENTATION. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

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

6. Resolutions

- a. RESOLUTION NO. 10-2023: A resolution to adopt the Fiscal Year 2023-2024 Budget for the Cushing Municipal Authority.**

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO APPROVE RESOLUTION NO. 10-2023 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

- b. RESOLUTION NO. 11-2023: A resolution authorizing the City Manager to execute Contract No. CU-23-1LM with Force Electrical Services in an amount up to \$3,822,401.10 for the construction of the 69 kV transmission line from 9th and Little Street to the new Harmony Road Substation, and to authorize payment.**

City Manager Brannon gave a brief explanation.

MOTION: A MOTION WAS MADE BY TRUSTEE DOWELL TO APPROVE RESOLUTION NO. 11-2023 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

7. Executive Session


- a. Executive Session pursuant to 25 O.S. §307(B)(1) to discuss and take possible action concerning the employment of City Attorney.**

- 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. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE JUNE 20, 2023, MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 9:18 P.M. THE MOTION WAS SECONDED BY TRUSTEE DOWELL AND RESULTED IN THE FOLLOWING ROLL CALL VOTE.

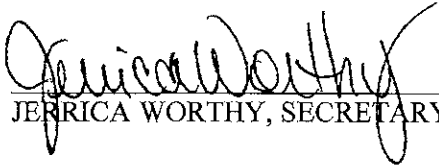
AYES: ROBERSON, BRANYAN, DOWELL, ORTON, LOFTON
NAYS: NONE



RICKY LOFTON, CHAIRMAN
CUSHING MUNICIPAL AUTHORITY

(SEAL)

ATTEST:


JERRICA WORTHY, SECRETARY