

**NOTICE OF REGULAR MEETING AGENDA
OF THE BOARD OF TRUSTEES
CUSHING MUNICIPAL AUTHORITY
MONDAY APRIL 15, 2024
7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.**

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

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 April 15, 2024. 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: \$794,331.83
- b. Approve minutes: March 18, 2024 (Regular)
- c. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.
- d. Authorize the Chairman, Board of Trustees, to execute Change Order #01 with SYS-KOOL in an amount up to \$19,680.00 for additional work related to the cooling tower replacement project at the Cushing Power Production Plant, and to authorize payment.
- e. Acknowledge receipt of Oklahoma Environmental Quality Permit No. SL000060240067 for the construction of 533 linear feet of twelve (12) inch PVC and 40 linear feet of twelve (12) inch DIP gravity sanitary sewer line plus all the appurtenances to serve the residential and light commercial/manufacturing properties along State Hwy. 18, Payne County, Oklahoma.
- f. Acknowledge receipt of Oklahoma Environmental Quality Permit No. WL000060240068 for the construction of 252 linear feet of six (6) inch PVC waterline plus all the appurtenances to serve the residential and light commercial/manufacturing properties along State Hwy. 18, Payne County, Oklahoma.
- g. Authorize the City Manager to issue a purchase order to Excelsior Blower Systems, Inc. in an amount up to \$11,308.80 for the purchase of one Blower for the Wastewater Treatment plant, and to authorize payment.
- h. Approval of request for Special Assistance on Refuse Carry-Out at 1147 East Oak.
- i. Recognize non-pay utility report for City operations and public facilities for 3/31/24 billing period.
- j. Recognize statement of cash and investments as of March 31, 2024.

4. Items Removed from Consent Agenda

5. Resolutions

- a. **RESOLUTION NO. 06-2024:** A resolution adopting the Personnel Handbook for the City of Cushing and Cushing Municipal Authority; establishing an effective date; and repealing and superseding former personnel policies.

- 6. 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)).**

7. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 10:40 AM on April 12, 2024.



Terry Brannon, City Manager


Darla Huckabay, Deputy City Clerk

MARCH 2024 PAYROLL

CUSHING MUNICIPAL AUTHORITY

**** MARCH 15, 2024 ****

REGULAR PAYROLL	\$113,542.96
TOTAL	\$113,542.96

**** MARCH 28, 2024 ****

REGULAR PAYROLL	\$111,012.19
LONGEVITY	\$5,971.08
TOTAL	\$116,983.27

TOTAL CMA PAYROLL FOR MONTH OF MARCH 2024

\$230,526.23

MARCH 2024 CLAIMS

CUSHING MUNICIPAL AUTHORITY

OPERATING FUND (250) ADDED TO CLAIMS (250)	\$497,473.55
POSTAGE FOR UTILITY BILLS (250)	\$1,233.43
CAPITAL IMPROVEMENT FUND (252) ADDED TO CLAIMS (252)	\$65,098.62 \$0.00
	<hr/>
TOTAL	\$563,805.60

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 00 CMA OPERATING FUND
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01	OKLAHOMA DEPT OF COMMER	I-236	250-500-0896	DEBT SERVICE- CDBG-CUSHING CONTRACT	043251	520.83
				DEPARTMENT 00 CMA OPERATING FUND	TOTAL:	520.83

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 250 CMA OPERATING FUND

DEPARTMENT: 01 BILLING & COLLECTION

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01	D & L PRINTING, LLC	I-5499	250-501-3440	OFFICE SUPPLI ENVELOPES, RECEIPT BOOKS	043227	815.00
01-0540	QUILL CORPORATION	I-37586889	250-501-3440	OFFICE SUPPLI PURELL HAND SANITIZER	043259	48.96
		I-37596910	250-501-3440	OFFICE SUPPLI BOSTICH ELECTRIC STAPLER	043259	38.32
		I-38042284	250-501-3440	OFFICE SUPPLI LARGE CAPACITY STAPLERS	043259	93.58
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264A	250-501-1050	MEDICAL/LIFE BILLINGS & COLLECTIO	043228	308.72
01-3215	TYLER TECHNOLOGIES, INC	I-025-460190	250-501-3450	POSTAGE/FREIG LATE & FINAL NOTICE CALLS	043270	172.50
01-4550	TELADOC HEALTH, INC.	I-3071967 CMA	250-501-1050	MEDICAL/LIFE BILLINGS & COLLECTIO	043269	29.01
01-5174	SUN LIFE	I-03/2024 CMA	250-501-1050	MEDICAL/LIFE BILLINGS & COLLECTIONS	043266	44.73
DEPARTMENT 01 BILLING & COLLECTION					TOTAL:	1,550.82

PACKET: 22669 BILLING POSTAGE

VENDOR SET: 01 CITY OF CUSHING

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-1246			U.S. POST OFFICE				
I-MAR BILLING 2024	3/26/2024		U.S. POST OFFICE	1,233.43			
	2		DUE: 3/26/2024 DISC: 3/26/2024		1099: N		
			U.S. POST OFFICE		250 501-3450	POSTAGE/FREIGHT	1,233.43
			--- VENDOR TOTALS ---	1,233.43			
			--- PACKET TOTALS ---	1,233.43			

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 02 GENERAL GOVERNMENT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-2368	COOPER'S LOCKSMITH LLC	I-196939	250-502-3540	MISCELLANEOUS LOCK REPAIR FOR VAULT	043221	395.00
01-2368	DEREK GRIFFITH	I-03/2024 D.GRIFFITH	250-502-3540	MISCELLANEOUS BUSINESS MEETING	043236	26.05
01-2570	OMAG	I-GLA140046607	250-502-3380	INSURANCE/BON ADDITIONS TO INSURANCE	043252	1,730.00
		I-PRO140043607	250-502-3380	INSURANCE/BON HARMONY SUBSTATION ADDED	043253	6,954.00
01-2663	VISA	I-03/2024 GG	250-502-3341	EQUIPMENT PAR ADOBE PRO- MARCH 2024	043272	19.99
		I-03/2024 MTG	250-502-3540	MISCELLANEOUS LUNCH MEETING GODOFREDO'S	043272	41.88
		I-03/24 PLANNING COM	250-502-3540	MISCELLANEOUS BUSINESS MEETING	043272	51.83
		I-04/2024 TRASH MTG	250-502-3540	MISCELLANEOUS LUNCH MEETING 4-5-24	043272	70.12
01-2840	AMERICAN DOCUMENT SHRED	I-177669	250-502-3440	OFFICE SUPPLI CONSOLE SHREDDING	043209	170.00
01-2885	SCHATZ WINDOW WASHING	I-29117	250-502-3320	CONTRACT LABO OUTSIDE ALL/HALLWAY I/O	043261	86.00
01-3287	XCEL OFFICE SOLUTIONS	I-36254662	250-502-3342	EQUIPMENT CON XEROX ALTALINK C8070	043274	350.46
		I-36254662	250-502-3342	EQUIPMENT CON BLACK IMAGES	043274	176.49
		I-36254662	250-502-3342	EQUIPMENT CON COLOR IMAGES	043274	842.45
01-4550	TELADOC HEALTH, INC.	I-3071967 CMA	250-502-1050	MEDICAL/LIFE GENERAL GOVT/RETIREE	043269	95.48
DEPARTMENT 02 GENERAL GOVERNMENT					TOTAL:	11,009.75

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 03 I.T. ADMINISTRATOR
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01	WALMART	I-03353	250-503-3341	EQUIPMENT PAR HDMI CABLE-PD DISPATCH	043273	17.00
01-2029	INTERWORKS, INC.	I-252237	250-503-3320	CONSULTING SE APRIL MAINT AGREEMENT	043242	2,800.00
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264A	250-503-1050	MEDICAL/LIFE IT ADMIN	043228	43.57
01-4550	TELADOC HEALTH, INC.	I-3071967 CMA	250-503-1050	MEDICAL/LIFE IT ADMIN	043269	4.15
01-5174	SUN LIFE	I-03/2024 CMA	250-503-1050	MEDICAL/LIFE IT ADMIN	043266	6.31
01-5248	SCOUT SURVEILLANCE SYST	I-2-4.22.213	250-503-3320	CONSULTING SE FIBER OPTIC CABLING REP	043262	546.25
DEPARTMENT 03 I.T. ADMINISTRATOR					TOTAL:	3,418.16

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 04 ENGINEERING
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-5174	CUSHING LIONS CLUB					
		I-JAN-JUNE 2024 GRIF	250-504-3330	DUES/MEMBERSH LIONS CLUB DUES/GRIFFITH	043224	90.00
01-2368	DEREK GRIFFITH					
		I-03/2024	250-504-3302	AUTO ALLOWANC AUTO ALLOWANCE	043236	350.00
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264A	250-504-1050	MEDICAL/LIFE ENGINEERING	043228	88.38
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CMA	250-504-1050	MEDICAL/LIFE ENGINEERING	043269	8.31
01-5174	SUN LIFE					
		I-03/2024 CMA	250-504-1050	MEDICAL/LIFE ENGINEERING	043266	12.81
DEPARTMENT 04 ENGINEERING					TOTAL:	549.50

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 05 ELECTRIC DISTRIBUTION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0109	ALTEC INDUSTRIES, INC.	C-11/06/2023 I-12531946	250-505-3341 250-505-3341	EQUIPMENT PAR CREDIT-SALES TAX/11/06/23 EQUIPMENT PAR SAFETY CLIP FOR E-5 HOOK	043207 043207	16.93- 85.52
01-0108	ARKANSAS ELECTRIC COOPE	I-772546 I-772547 I-772548	250-505-3478 250-505-3478 250-505-3478	RIGHT OF WAY TREE REMOVALS AREA 1-B RIGHT OF WAY TREE REMOVALS AREA 1-C RIGHT OF WAY TREE REMOVALS AREA 3	043210 043210 043210	482.28 4,179.99 1,683.83
01-0111	SUMMIT UTILITIES OKLAHO	I-03/2024 ELECT DIST	250-505-3310	BUILDING MAIN ACCT#210100290434	043265	346.18
01-0280	BUDCO, INC	I-0377562 I-0377562	250-505-3489 250-505-3489	SYSTEM MAINTe MASTER PAD LOCKS ELE 2585 SYSTEM MAINTe SHIPPING	043216 043216	123.60 35.70
01-0411	CONTINGENT FUND	I-24081	250-505-3489	SYSTEM MAINTe ANCHORING ADHESIVE	043220	62.40
01-0424	COTTON ELECTRIC SERVICE	I-52446	250-505-3341	EQUIPMENT PAR RUBBER GLOVE TESTING	043223	573.69
01-1099	STUART C IRBY CO	I-S013470203.001 I-S013873492.001 I-S013873494.001 I-S013881159.001 I-S013898326.001 I-S013898326.002 I-S013898327.001 I-S013898328.001 I-S013898329.001 I-S013898330.001 I-S013898332.001 I-S013898333.001	250-505-3489 250-505-3524 250-505-3524 250-505-3524 250-505-3489 250-505-3489 250-505-3489 250-505-3489 250-505-3323 250-505-3323 250-505-3489 250-505-3524	SYSTEM MAINTe 477-4/0 FARGOS GA9520GL WIRE 1000' REEL COPPER CABLE WIRE 1000' COND4 SD POLY RISER WIRE 15KV-4/0 PRIMARY WIRE URD SYSTEM MAINTe WEDGE CLAMPS SYSTEM MAINTe WEDGE CLAMPS SYSTEM MAINTe AVC-842 ALUM VISE CLAMPS SYSTEM MAINTe DEAD END BELLS 25 KV CONST/MAINT (CONDUIT STANDOFF BRACKET CONST/MAINT (2" STRAPS SYSTEM MAINTe DEAD-END SHOES WIRE REELS#6 SOFT DRAWN COPPER	043264 043264 043264 043264 043264 043264 043264 043264 043264 043264 043264 043264	5,235.00 4,740.00 1,100.00 13,657.28 146.00 584.00 5,030.00 1,406.40 1,266.00 605.00 1,030.00 1,352.50
01-1434	MESO	I-03-12799	250-505-3491	TRAINING/TRAV UNDERGROUND SCHOOL	043248	597.00
01-2250	B & C BUSINESS PRODUCTS	I-0526808-001	250-505-3440	OFFICE SUPPLI SHIP RUB GLOVES/TESTING	043213	55.51
01-2663	VISA	I-03/2024 M STARKS I-90628025	250-505-3491 250-505-3460	TRAINING/TRAV AIRLINE TICKETS-APPA CONF PROMOTION AND INDEED-MECHANIC AD	043272 043272	527.96 38.87
01-2808	DELTA DENTAL OF OKLAHOM	I-1950264A	250-505-1050	MEDICAL/LIFE ELEC DISTRIBUTION	043228	441.29

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 05 ELECTRIC DISTRIBUTION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01	HERCULES INDUSTRIES INC	I-122866	250-505-3489	SYSTEM MAINTE 50 BRASS LOCKS 800B 7/8"	043239	576.86
01-3704	BROKEN ARROW ELECTRIC S	I-S3166536.002	250-505-3323	CONST/MAINT (24-GLUE PLUMB-TITE	043215	524.47
		I-S3176671.001	250-505-3458	POLE HDWR/ELE PVC 40,FEMALE ADPT	043215	57.29
		I-S3185052.001	250-505-3489	SYSTEM MAINTE 300W LED FLOOD LIGHT	043215	347.51
01-3804	HOTSY OF OKLA INC	I-M1090	250-505-3310	BUILDING MAIN CAGE FAN MOUNTING SCREW	043240	23.00
		I-M1090	250-505-3310	BUILDING MAIN SHIPPING	043240	26.02
01-4112	A & T OVERHEAD DOORS, L	I-52802	250-505-3310	BUILDING MAIN INSTALLING/REPAIRING	043203	1,150.16
01-4223	TALLMAN EQUIPMENT CO. I	I-3385119	250-505-3345	EQUIPMENT/TOO 2/0 BYPASS JUMPERS 15KV	043268	1,045.20
		I-3385119	250-505-3345	EQUIPMENT/TOO SHIPPING	043268	56.47
01-4418	AMAZON CAPITAL SERVICES	I-16WH-GQNG-DNFP	250-505-3491	TRAINING/TRAV IPAD CASES,SCREEN PROTECT	043208	314.10
01-4550	TELADOC HEALTH, INC.	I-3071967 CMA	250-505-1050	MEDICAL/LIFE ELEC DISTRIBUTION	043269	41.54
01-4760	CIMARRON VALLEY COMMUNI	I-7120	250-505-3460	PROMOTION AND MARCH SPORTS CLUB	043218	50.00
		I-7167	250-505-3460	PROMOTION AND ABOUT US MAGAZINE	043218	850.00
01-5079	GREEN COUNTRY TESTING,	I-202400611	250-505-3489	SYSTEM MAINTE PCB OIL TESTING	043235	308.00
01-5162	T&E FLOW SERVICES LLC	I-2035	250-505-3341	EQUIPMENT PAR LINE HOSE TESTING	043267	527.34
		I-81751	250-505-3341	EQUIPMENT PAR LINE HOSE TESTING	043267	966.40
01-5174	SUN LIFE	I-03/2024 CMA	250-505-1050	MEDICAL/LIFE ELEC DISTRIBUTION	043266	63.94
DEPARTMENT 05 ELECTRIC DISTRIBUTION					TOTAL:	52,297.37

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 06 ELECTRIC PRODUCTION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-011	SUMMIT UTILITIES OKLAHO					
		I-03/2024 PWR PLANT	250-506-3361	GAS ACCT#210100212287	043265	191.87
01-0135	JOHN DEERE FINANCIAL (A					
		I-060038	250-506-3341	EQUIPMENT PAR MENS PVC STEEL TOE BOOTS	043211	39.98
		I-B70516	250-506-3341	EQUIPMENT PAR CAULK GUNS, TOOL GLAZING	043211	35.96
		I-B71200	250-506-3341	EQUIPMENT PAR SUMP PUMP, NIPPLES, BUSHING	043211	159.77
01-0466	CUSHING PLUMBING					
		I-52410	250-506-3489	SYSTEM MAINTE AC REPAIR AT POWER PLANT	043226	340.00
01-0783	EVANS ENTERPRISES, INC.					
		I-56811	250-506-3341	EQUIPMENT PAR CRANE INSPECTONS	043230	2,045.50
01-0875	GRAND RIVER DAM AUTHORI					
		I-68,685	250-506-3369	GRDA (POWER P MARCH 2024 ELECTRIC BILL	043234	310,653.35
01-1293	WALMART					
		I-08992	250-506-3341	EQUIPMENT PAR MULTI TOOL, TRASH BAGS	043273	162.37
		I-09959	250-506-3341	EQUIPMENT PAR CLAMPS, CAULK TOOL	043273	37.80
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264A	250-506-1050	MEDICAL/LIFE POWER PLANT	043228	397.10
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CMA	250-506-1050	MEDICAL/LIFE POWER PLANT	043269	37.39
01-5174	SUN LIFE					
		I-03/2024 CMA	250-506-1050	MEDICAL/LIFE POWER PLANT	043266	57.54
01-5215	JC SUPPLY					
		I-1895-05	250-506-3341	EQUIPMENT PAR 4-TURF KING/SHIPPING	043243	460.18
DEPARTMENT 06 ELECTRIC PRODUCTION					TOTAL:	314,618.81

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 07 WATER PRODUCTION
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0137	ACCURATE ENVIRONMENTAL					
		I-GB28105	250-507-3328	CHEMICALS SOC SAMPLING QTR 1	043204	2,325.00
		I-GC11016	250-507-3412	LAB FEES/TEST THMS/HAAS BY EPA/TESTING	043204	920.00
		I-GC14089	250-507-3412	LAB FEES/TEST TOTAL COLIFORM P/A	043204	120.00
		I-GC14092	250-507-3412	LAB FEES/TEST FLUORIDE	043204	35.00
		I-GC27111	250-507-3412	LAB FEES/TEST TOTAL COLIFORM P/A	043204	150.00
		I-S19361	250-507-3491	TRAINING/TRAV D OPERATOR CLASS LEVI WAR	043204	310.00
01-0135	JOHN DEERE FINANCIAL (A					
		I-059626	250-507-3345	EQUIPMENT/TOO WRENCH, PLIERS, TOOLS	043211	471.08
		I-B62288	250-507-3345	EQUIPMENT/TOO HEX SET, HEX KEY	043211	12.98
		I-B65792	250-507-3341	EQUIPMENT PAR 4" ELBOW	043211	7.59
01-0280	BUDCO, INC					
		I-0377562	250-507-3550	WELL MAINTENA MATER PADLOCKS/WTR PLANT	043216	123.60
01-0411	CONTINGENT FUND					
		I-24080	250-507-3341	EQUIPMENT PAR WP-2 LICENSE PLATE	043220	13.50
		I-24083	250-507-3491	TRAINING/TRAV LEVI LUNCHESES "D"OPERATOR	043220	35.39
01-0804	FECHNER PUMP & SUPPLY I					
		I-1441945	250-507-3550	WELL MAINTENA COUPLING, BUSHING	043232	174.20
		I-1441992	250-507-3550	WELL MAINTENA PVC 45 ELL	043232	28.11
01-0874	GRAINGER INC					
		I-9042383290	250-507-3310	BUILDING MAIN BULBS	043233	124.58
		I-9061976602	250-507-3310	BUILDING MAIN DRY ERASE BOARD	043233	229.68
		I-9066179079	250-507-3310	BUILDING MAIN PLEATED AIR FILTERS	043233	216.00
01-1293	WALMART					
		I-04733	250-507-3310	BUILDING MAIN COFFEE MAKER, COFFEE	043273	206.37
01-1381	LOWE'S					
		I-92149	250-507-3345	EQUIPMENT/TOO CONQUEST 2.0, MODEL17	043247	371.39
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264A	250-507-1050	MEDICAL/LIFE WATER TREATMENT PLAN	043228	176.77
01-3704	BROKEN ARROW ELECTRIC S					
		I-S3177304.001	250-507-3550	WELL MAINTENA CONDUIT COUPLING	043215	1.71
		I-S3177884.001	250-507-3550	WELL MAINTENA SEALTITE, CONN	043215	81.97
		I-S3183016.001	250-507-3550	WELL MAINTENA CONDUIT COUPLING	043215	1.03
01-4418	AMAZON CAPITAL SERVICES					
		I-13JP-Q7YT-WV9Y	250-507-3341	EQUIPMENT PAR EARMUFFS, LIFEVAC DEVICE	043208	497.46
		I-16WH-GQNG-F33R	250-507-3341	EQUIPMENT PAR FACEPIECE RESPIRATOR	043208	104.50
		I-1MRJ-MWQQ-WP3N	250-507-3341	EQUIPMENT PAR TOOL CART, GREASE GUN	043208	356.12
01-4550	TELADOC HEALTH, INC.					

PACKET : 22744 22745
VENDOR SET: Mult
FUND : 250 CMA OPERATING FUND
DEPARTMENT: 07 WATER PRODUCTION
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4550	TELADOC HEALTH, INC.		continued			
		I-3071967 CMA	250-507-1050	MEDICAL/LIFE WATER TREATMENT PLAN	043269	16.62
01-5049	HAWKINS INC					
		I-6710521	250-507-3328	CHEMICALS CHLORINE CYLINDER	043238	10.00
		I-6720051	250-507-3328	CHEMICALS CHLORINE CYLINDERS	043238	1,559.00
01-5174	SUN LIFE					
		I-03/2024 CMA	250-507-1050	MEDICAL/LIFE WATER PRODUCTION	043266	25.61
DEPARTMENT 07 WATER PRODUCTION					TOTAL:	8,705.26

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 08 WATER MAINTENANCE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-0000	JOHN DEERE FINANCIAL (A					
		I-057220	250-508-3489	SYSTEMS MAINT QUICK COUPLERS, GALV COUPL	043211	25.86
		I-057608	250-508-3489	SYSTEMS MAINT WATER	043211	251.16
		I-057868	250-508-3489	SYSTEMS MAINT WOOD HANDLE	043211	21.99
		I-057971	250-508-3489	SYSTEMS MAINT TOOLS, HOSE NOZZLE	043211	30.98
		I-B59365	250-508-3489	SYSTEMS MAINT PAINT SPRAY, GAS CAN	043211	31.48
		I-B61254	250-508-3489	SYSTEMS MAINT RATCHETT, STRAP, CHARGER	043211	63.47
		I-B61282	250-508-3489	SYSTEMS MAINT BALL MNT, HITCH PIN	043211	39.48
		I-B62133	250-508-3489	SYSTEMS MAINT RATCHETING PVC CUTTER	043211	29.98
		I-B68838	250-508-3489	SYSTEMS MAINT HAND CLEANER, NITRILE DIP	043211	24.67
		I-B68863	250-508-3489	SYSTEMS MAINT PINCH CLAMP TOOL PEX	043211	39.99
01-0464	CUSHING LUMBER COMPANY					
		I-260682	250-508-3489	SYSTEMS MAINT BOX BCAM LEVEL, BLADES	043225	89.94
		I-260740	250-508-3489	SYSTEMS MAINT PLUG, ADAPTER, Y'S	043225	31.55
		I-260768	250-508-3489	SYSTEMS MAINT COUPLINGS	043225	23.96
		I-261127	250-508-3489	SYSTEMS MAINT CLAMPS, PEX REDUCERS	043225	26.34
		I-261241	250-508-3489	SYSTEMS MAINT T&P VALVE	043225	25.99
		I-261503	250-508-3489	SYSTEMS MAINT PLUGS, CAPS, COUPLINGS	043225	11.26
01-0790	EWING ELECTRIC MOTOR LL					
		I-0088969	250-508-3423	METERS/METER PUMP, LABOR TO INSTALL	043231	544.24
01-1081	IMPROVED CONSTRUCTION M					
		I-048175	250-508-5611	WATER LINE RE ICS HYDRAULIC SAW	043241	275.00
01-1134	KINNUNEN SALES & RENTAL					
		I-109091	250-508-3540	MISCELLANEOUS PUMP REPAIR	043245	287.82
01-1293	WALMART					
		I-01519	250-508-3489	SYSTEMS MAINT COFFEE, TISSUE, TOWELS	043273	121.80
01-1533	OKLAHOMA APPLIANCE					
		I-56598	250-508-3540	MISCELLANEOUS REPAIR WASHING MACHINE	043250	88.00
01-1987	CORE & MAIN LP					
		I-U506401	250-508-3326	CLAMPS 6"X15 REPAIR COUPLING	043222	245.48
		I-U506401	250-508-3352	FITTINGS 2-8" HYMAX CPLG	043222	851.98
01-2663	VISA					
		I-200003360	250-508-3491	TRAINING/TRAV WTR ENVIRONMENTAL SUMMIT	043272	95.00
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264A	250-508-1050	MEDICAL/LIFE WATER MAINTENANCE	043228	220.96
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CMA	250-508-1050	MEDICAL/LIFE WATER MAINTENANCE	043269	20.77
01-4849	CLEAN UNIFORM COMPANY					

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 08 WATER MAINTENANCE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-4849	CLEAN UNIFORM COMPANY	continued				
		I-03/2024 CMA	250-508-3500	UNIFORMS UNIFORMS	043219	69.90
01-5174	SUN LIFE					
		I-03/2024 CMA	250-508-1050	MEDICAL/LIFE WATER MAINTENANCE	043266	32.01
DEPARTMENT 08 WATER MAINTENANCE					TOTAL:	3,621.06

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 09 SEWER PLANT
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Mult1

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-7	ACCURATE ENVIRONMENTAL					
		I-GC05022	250-509-3344	ENGINEERING AMMONIA, BOD5	043204	165.00
		I-GC12033	250-509-3344	ENGINEERING AMMONIA, BOD5	043204	165.00
		I-GC19022	250-509-3344	ENGINEERING AMMONIA, BOD5	043204	165.00
		I-GC26025	250-509-3344	ENGINEERING AMMONIA, BOD5	043204	165.00
		I-SU37701	250-509-3540	MISCELLANEOUS TSS FILTERS	043204	183.20
01-0600	NAPA AUTO PARTS					
		I-935699	250-509-3489	SYSTEM MAINTENANCE V-BELTS, BOLT, BASKET	043249	184.05
01-0804	FECHNER PUMP & SUPPLY I					
		I-1441868	250-509-3341	EQUIPMENT PART GASKETS	043232	50.34
		I-1441869	250-509-3341	EQUIPMENT PART WELDBEND FLANGE, GASKETS	043232	319.28
01-1008	GRIMSLEY'S					
		I-487976	250-509-3540	MISCELLANEOUS 2 CASES OF NITRILE GLOVES	043237	148.96
01-1293	WALMART					
		I-04565B	250-509-3540	MISCELLANEOUS HT 120PC HE	043273	5.92
		I-04876	250-509-3540	MISCELLANEOUS PK ULTRA RED, GAVISCON	043273	16.91
		I-06422	250-509-3540	MISCELLANEOUS WATER, TOWELS, CLEANERS	043273	38.56
		I-07649A	250-509-3540	MISCELLANEOUS PAPER TOWELS, WATER	043273	25.99
01-1381	LOWE'S					
		I-83192	250-509-3540	MISCELLANEOUS TOOLS, LIGHTS	043247	166.05
01-2808	DELTA DENTAL OF OKLAHOMA					
		I-1950264A	250-509-1050	MEDICAL/LIFE SEWER PLANT	043228	176.77
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CMA	250-509-1050	MEDICAL/LIFE SEWER PLANT	043269	16.62
01-5174	SUN LIFE					
		I-03/2024 CMA	250-509-1050	MEDICAL/LIFE SEWER PLANT	043266	25.61
DEPARTMENT 09 SEWER PLANT					TOTAL:	2,018.26

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 10 SEWER MAINTENANCE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	CONTINGENT FUND					
		I-24079	250-510-3540	MISCELLANEOUS REGISTRATION FEE	043220	46.10
01-1269	UTILITY SUPPLY CO					
		I-189745	250-510-5612	INFILTRATION SCH-40 PVC PIPE/FITTINGS	043271	885.45
01-1377	LOCKE SUPPLY					
		I-52159269-00	250-510-3489	SYSTEM MAINTENANCE T&P VALVE	043246	38.59
01-1987	CORE & MAIN LP					
		I-0438073	250-510-3341	EQUIPMENT PAR 6-8" CLAY/PVC CPLG	043222	549.66
01-2808	DELTA DENTAL OF OKLAHOM					
		I-1950264A	250-510-1050	MEDICAL/LIFE SEWER MAINTENANCE	043228	265.15
01-4185	KEY EQUIPMENT AND SUPPL					
		I-KC211750	250-510-5612	INFILTRATION CABLE/CONNECTOR ASSEMBLY	043244	1,148.18
		I-KC211996	250-510-5612	INFILTRATION MAIN BOARD/LABOR	043244	4,639.24
01-4550	TELADOC HEALTH, INC.					
		I-3071967 CMA	250-510-1050	MEDICAL/LIFE SEWER MAINTENANCE	043269	24.92
01-5103	SIGN SOLUTIONS USA, LLC					
		I-410648	250-510-3341	EQUIPMENT PAR 40-28" TRAFFIC CONES	043263	739.38
01-5174	SUN LIFE					
		I-03/2024 CMA	250-510-1050	MEDICAL/LIFE SEWER MAINTENANCE	043266	38.42
DEPARTMENT 10 SEWER MAINTENANCE					TOTAL:	8,375.09

PACKET : 22744 22745
 VENDOR SET: Mult
 FUND : 250 CMA OPERATING FUND
 DEPARTMENT: 11 REFUSE
 BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01	REPUBLIC SERVICES #789	I-789000412678	250-511-3320	CONTRACTUAL MARCH 2024 SERVICES	043260	90,788.64
					DEPARTMENT 11 REFUSE	TOTAL: 90,788.64
					FUND 250 CMA OPERATING FUND	TOTAL: 497,473.55

PACKET : 22744 22745

VENDOR SET: Mult

FUND : 252 CMA-CAPITAL IMPROVEMENT

DEPARTMENT: 00 CMA-CAPITAL IMPROVEMENT

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1015	ADVANCED CONTROL SYSTEM					
		I-1919002545	252-500-5555	HARMONY SUBST CHANGE ORDER	043205	3,185.50
		I-1919002546	252-500-5555	HARMONY SUBST COMPLETION OF PROJECT	043206	4,493.75
01-1015	C.H. GUERNSEY & COMPANY					
		I-143286	252-500-5560	MASTER (COMP) COMPREHENSIVE PLAN UPDATE	043217	21,750.00
01-3505	PROFESSIONAL ENGINEERIN					
		I-531844	252-500-5488	CDBG PROJECT CDBG PROJECT 4 EXT 2	043254	2,258.99
		I-531845	252-500-5496	S.H.18 WATER SH18 WATERLINE WORK ORDER	043255	4,327.50
		I-531846	252-500-5497	S.H.18 SEWER SH18 SANITARY SEWER WORK	043256	6,510.00
		I-531847	252-500-5527	MICHIGAN TRUN MICHIGAN SEWER TRUNK LINE	043257	2,700.00
		I-531848	252-500-5559	COPPER/LEAD I GRAPHIC INFO SYSTEM(GIS)	043258	4,255.00
01-3669	MICHAEL A. UNDERWOOD					
		I-2993	252-500-5524	DANFOSS VFD (DANFOSS 75HP VFD	043229	8,119.00
01-5169	BERENDSEN FLUID POWER					
		C-CM240964	252-500-5550	HILCO UNIT (P CREDIT-FILTER REPLACEMENT	043214	436.63-
		C-CM240965	252-500-5550	HILCO UNIT (P CREDIT-FILTER REPLACEMENT	043214	9.29-
		C-CM241189	252-500-5550	HILCO UNIT (P CREDIT-FILTER REPLACEMENT	043214	87.36-
		I-07768934	252-500-5550	HILCO UNIT (P 48-AIR BREATHERS	043214	833.19
		I-07780717	252-500-5550	HILCO UNIT (P 1-FILTER REPLACEMENT	043214	87.51
		I-07783739	252-500-5550	HILCO UNIT (P 47-FILTER REPLACEMENTS	043214	3,004.03
		I-07785918	252-500-5550	HILCO UNIT (P 8-FILTER REPLACEMENTS	043214	717.22
		I-07788900	252-500-5550	HILCO UNIT (P 39-FILTER REPLACEMENTS	043214	3,390.21
					DEPARTMENT 00 CMA-CAPITAL IMPROVEMENT TOTAL:	65,098.62
					FUND 252 CMA-CAPITAL IMPROVEMENT TOTAL:	65,098.62
					REPORT GRAND TOTAL:	679,431.51

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS
POSTED MARCH 15, 2024, AT 10:40 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.
MARCH 18, 2024
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 March 18, 2024, 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 March 18, 2024. 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: \$917,273.56**
 - b. **Approve minutes: February 20, 2024 (Regular)**
 - c. **Approve budget amendment: Amend FY 2023/2024 Capital Improvement Fund 252 Budget for Engine 10 repair.**
 - d. **Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.**
 - e. **Authorize the Chairman, Board of Trustees, to execute Change Order #04 with Cooper Machinery Services causing the continuance of work to be performed for the repair of Unit #10 at the Cushing Power Production Plant, in an additional amount of up to \$360,000.00, and to authorize payment.**
 - f. **Authorize the City Manager to issue a purchase order to Drive-Tec VFD Specialists in an amount up to \$8,719.00 for the purchase of one Danfoss 75hp**

Variable Frequency Drive for the Wastewater Treatment Plant, and to authorize payment.

- g. Authorize the City Manager to execute engineering Work Order #23-11A with Professional Engineering Consultants, P.A. in the amount of \$22,400.00 for services related to the Deep Rock Road Waterline Relocation project, and to authorize payment.**
- h. Authorize the City Manager to execute engineering Work Order #23-11B with Professional Engineering Consultants, P.A. in the amount of \$23,800.00 for services related to the Deep Rock Road Sanitary Sewer Relocation project, and to authorize payment.**
- i. Recognize non-pay utility report for City operations and public facilities for 2/29/24 billing period.**
- j. Recognize statement of cash and investments as of February 29, 2024.**

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

None.

5. Resolutions

- a. RESOLUTION NO. 05-2024: A resolution authorizing the Chairman, Board of Trustees, to execute a construction contract with McGuire Brothers Construction, Inc., to include the base bid and Alternate Bid #1 in an amount up to \$930,050.00 for the Old Drake Sanitary Sewer Line Replacement, and to authorize payment.**

MOTION: A MOTION WAS MADE BY TRUSTEE DOWELL TO APPROVE RESOLUTION NO. 05-2024 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. 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)).**

None.

7. Adjournment

MOTION: A MOTION WAS MADE BY TRUSTEE ROBERSON TO ADJOURN THE MARCH 18, 2024, REGULAR MEETING OF THE CUSHING MUNICIPAL AUTHORITY AT 8:12 P.M. THE MOTION WAS SECONDED BY VICE-CHAIRMAN ORTON 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

The City of
Cushing | Agenda Item Cover Sheet
OKLAHOMA

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

Date of Meeting: April 15, 2024 Agenda Item No: 3 D

Subject: **Power Plant Cooling Tower Replacement – Change Order #001**

Staff Resources: Terry Brannon, City Manager
Chad Grisier, P.E., Professional Engineering Consultants, P.A.
Willie Green, Power Plant Superintendent

I. Summary

Upon field observations of existing piping and study of the approved cooling tower equipment shop drawings, the mechanical contractor provided recommendations for better fitment and eventual operation of the cooling system.

Due to configuration of the piping to fit existing equipment and condition of the main header pipe, replacement of the main header is recommended. Internal corrosion of the header has over time resulted in deficient wall thickness. Replacement of the header will mitigate the corrosion concern and allow for piping configuration that improves operational and maintenance efficiencies.

This proposed Change Order 001 includes all material and labor to remove and replace the main water supply header, associated with the new cooling tower work. Secondary supply piping from the header to the new cooling towers were addressed in the original scope of work and bid price.

II. Fiscal Impact

The project's fiscal analysis is as follows, to include the proposed change order:

The original Contract Sum was	\$676,280.00
Net change by previously authorized Change Orders.....	\$0.00
The Contract Sum prior to this Change Order was	\$676,280.00
The Contract Sum will be increased by this Change Order in the amount of	\$19,680.00
The new Contract Sum will be	\$695,960.00

Included with the original project budget was a 20% contingency, which is \$135,256.00. Following approval of this change order, the contingency for this project will be reduced to \$115,576.00. This change order will not have a negative budget impact since funding for this project has already been approved by Trustees.

III. Recommended Action

Authorize the Chairman to execute Change Order #001 with SYS-KOOL in an amount up to \$19,680.00 and to authorize payment.

CHANGE ORDER

PROJECT: Cooling Tower Replacement
PEC #: 237050-003

CHANGE ORDER NUMBER: 001

DATE: April 1, 2024

CONTRACTOR: SYS-KOOL
11313 S 146th Street
Omaha, NE 68138

The items as proposed in the attached Change Order Request are added to the project. This authorization becomes a part of the project documents and indicates the acceptance of both the Owner and the Contractor.

The Contract is changed as follows:

1. Removal and replacement of water supply header and piping not included in original scope of work, as outlined in Exhibit A attached hereto.

Total **\$19,680.00**

The original Contract Sum was\$676,280.00

Net change by previously authorized Change Orders.....\$0.00

The Contract Sum prior to this Change Order was.....\$676,280.00

The Contract Sum will be increased by this Change
Order in the amount of.....\$19,680.00

The new Contract Sum will be\$695,960.00

The contract days to reach Substantial Completion as established from the Notice to Proceed will be unchanged.

OTHER CONDITIONS AND AGREEMENTS

All other terms and conditions of said Contract that have not heretofore been modified shall be and remain the same.

ACCEPTANCE:

If the foregoing modification of said Contract is satisfactory, please note your acceptance in the space provided and forward two (2) executed copies to the City.

SYS-KOOL
CONTRACTOR

11313 S 146th Street
Address

Omaha, NE 68138
City/State

By: _____

Date: _____

Cushing Municipal Authority
OWNER

100 Judy Adams Boulevard
Address

Cushing, OK 74023
City/State

Requested:

Chad R. Grisier, PE – Project Engineer

Approved:

Ricky Lofton - Chairman

Attest:

Jerrica Worthy – City Clerk

SYS-KOOL

Arkansas
Little Rock, AR
Ph. 501-404-9194

Kansas/Missouri
116 Congress Street
Belton, MO 64012
Ph. 816-318-1446

Colorado/Wyoming
14704 E 33rd Place Unit A
Aurora, CO 80011
Ph. 303-862-5235

Nebraska/Iowa
11313 S 146th Street
Omaha, NE 68138
Ph. 402-597-1449

Oklahoma
427 S Boston Ave #602
Tulsa, OK 74103
Ph. 918-994-0404

Western Tennessee
Memphis, TN
Ph. 901-820-4423

Chad Grisier
PEC
1924 S Utica Ave, Ste 1400
Tulsa, OK 74104

Re: Cushing, OK Power Plant Cooling Tower Project – Change Proposal

Chad,

It has been discovered that there are several issues with the water header that will feed the new cooling tower. The original scope of work was to cap the supply lines to Towers 1 & 2 (over Basin #1); and tie onto the supply lines for Towers 3&4 (over Basin #2) to feed the new tower.

The supply lines for Towers 3 & 4 exit the water header at a downward angle. This was because the old tower was shorter than the header and the water would naturally drain downhill when the pumps were not in operation. The new tower will be taller than the old one. If we tie onto the header at that location the piping will then have to angle back up to reach the tower. This will create a "freeze trap" where water will not be able to escape. In the winter months, this could potentially freeze and damage the piping.

Secondly, the new tower is wider than the old tower. The water inlets are not in the same places. This would require additional fittings to extend the supply lines north and south to reach the inlets to the new tower. It would look bulky and poorly planned out.

Third, due to years of use, the pipe the water header is constructed of is extremely thin and eroded internally from the water. There is the possibility of failure/leakage in the future.

To correct all of these issues, FMI proposes to remove the existing header and fabricate a new one. This will enable us to have the 10" supply lines to the new tower in the correct places north and south to allow them to connect directly to the new tower. It will also allow for the piping to be sloped correctly to eliminate the possibility of any "freeze traps".

Finally, a new water header will be structurally sound and provide years of trouble free service to the facility. Should the facility decide to place a second tower over Basin #1 at some point in the future, the new header will be ready to accept those connections.

Replacement of the header would include the following:

- Remove and dispose of the existing 10" diameter, 50-foot supply header
- Provide, fabricate and install a new 10" diameter supply header
- Connect new header to the existing five, 8" feeder lines

Of course, as part of the original scope, the new header will be connected to the new tower with appropriate 10" pipe, fittings, connections and supports.

Terms & Conditions: Quotation is valid for 30 days. SYS-KOOL terms and conditions apply. A written customer purchase order is requested. Acceptance of a purchase order is subject to credit approval. All applicable taxes will be added. Payment terms are net 30 days. Cancellation fees may apply if a customer's purchase order is terminated and SYS-KOOL has already entered orders to purchase materials.

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SYS-KOOL

Arkansas
Little Rock, AR
Ph. 501-404-9194

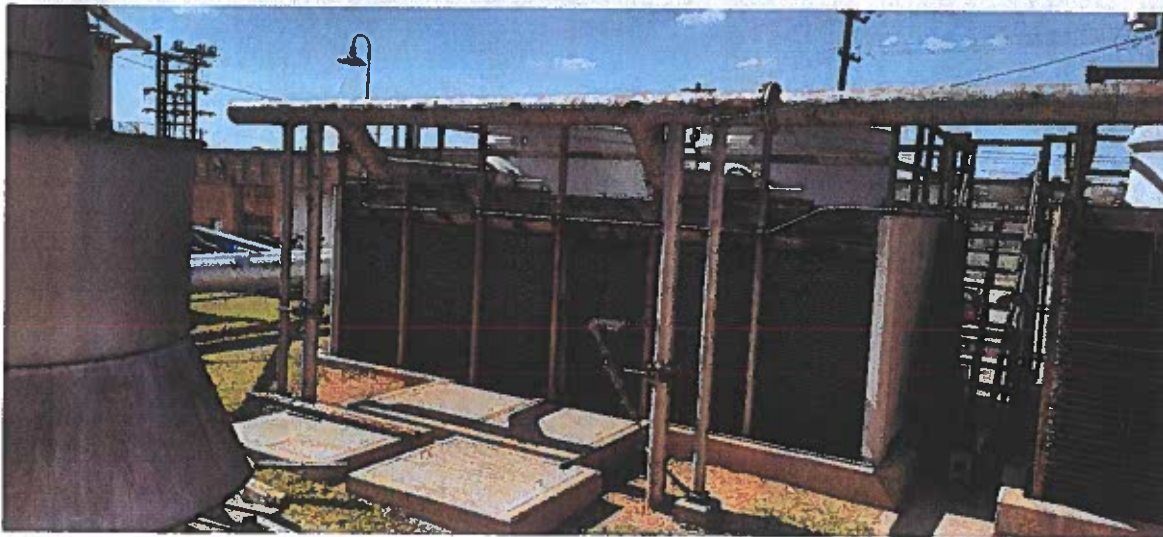
Kansas/Missouri
116 Congress Street
Belton, MO 64012
Ph. 816-318-1446

Colorado/Wyoming
14704 E 33rd Place Unit A
Aurora, CO 80011
Ph. 303-862-5235

Nebraska/Iowa
11313 S 146th Street
Omaha, NE 68138
Ph. 402-597-1449

Oklahoma
427 S Boston Ave #602
Tulsa, OK 74103
Ph. 918-994-0404

Western Tennessee
Memphis, TN
Ph. 901-820-4423



Total Net Price for Materials (FOB Shipping Point / Standard Ground Freight Included) With Labor and Supervision..... \$19,680.00

Thank you,

Erin Pollard
Ph: 402-597-1449 | Cell: 402-699-4557
Erin@sys-kool.com

Terms & Conditions: Quotation is valid for 30 days. SYS-KOOL terms and conditions apply. A written customer purchase order is requested. Acceptance of a purchase order is subject to credit approval. All applicable taxes will be added. Payment terms are net 30 days. Cancellation fees may apply if a customer's purchase order is terminated and SYS-KOOL has already entered orders to purchase materials.

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March 11, 2024

Mr. Terry Brannon, City Manager
Cushing Municipal Authority
100 Judy Adams Blvd.
Cushing, Oklahoma 74023

Re: Permit No. SL000060240067
Residential and light commercial/manufacturing properties along State Hwy 18
Facility No. 2006061

Dear Mr. Brannon:

Enclosed is Permit No. SL000060240067 for the construction of 533 linear feet of twelve (12) inch PVC and 40 linear feet of twelve (12) inch DIP gravity sanitary sewer line plus all the appurtenances to serve the residential and light commercial/manufacturing properties along State Hwy 18, Payne County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on March 11, 2024. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the Cushing Municipal Authority, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,

A handwritten signature in black ink, appearing to read 'Sabghatulla Noori', written over a horizontal line.

Sabghatulla Noori
Construction Permit Section
Water Quality Division

SN/RC/md

Enclosure

c: Zachary McIntosh, Regional Manager, DEQ
STILLWATER DEQ OFFICE
Chad Grisier, P.E., Professional Engineering Consultants



PERMIT No. SL000060240067

SEWER LINES

FACILITY No. 2006061

PERMIT TO CONSTRUCT

March 11, 2024

Pursuant to O.S. 27A 2-6-304, the Cushing Municipal Authority is hereby granted this Tier I Permit to construct 533 linear feet of twelve (12) inch PVC and 40 linear feet of twelve (12) inch DIP gravity sanitary sewer line plus all the appurtenances to serve the residential and light commercial/manufacturing properties along State Hwy 18, located in NW/4, NW/4 of Section 27, T-18-N, R-5-E, Payne County, Oklahoma, in accordance with the plans approved March 11, 2024.

By acceptance of this permit, the permittee agrees to operate and maintain the facilities in accordance with the "Oklahoma Pollutant Discharge Elimination System Standards - OPDES" (OAC 252:606) rules and to comply with the state certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 4) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with OAC 252:656-5-4(c)(3) of the standards for Water Pollution Control Facility Construction.
- 5) That tests will be conducted as necessary to ensure that the construction of the sewer lines will prevent excessive infiltration and that the leakage will not exceed 10 gallons per inch of pipe diameter per mile per day.
- 6) That the Oklahoma Department of Environmental Quality shall be kept informed of occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 7) That the permittee will take steps to assure that the connection of house services to the sewers is done in such a manner that the functioning of the sewers will not be impaired and that earth and ground water will be excluded from the sewers when the connection is completed.
- 8) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.

PERMIT No. SL000060240067

SEWER LINES

FACILITY No. 2006061

PERMIT TO CONSTRUCT

- 9) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 10) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 11) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 12) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. 2-6-201 *et. seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 13) That all manholes shall be constructed in accordance with the standards for Water Pollution Control Facility Construction (OAC 252:656-5-3), as adopted by the Oklahoma Department of Environmental Quality.
- 14) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Water Pollution Control Facility Construction OAC 252:656-5-4(c)(1) and OAC 252:656-5-4(c)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested using the ASTM air test procedure with no detectable leakage prior to backfilling, in accordance with the standards for Water Pollution Control Facility Construction OAC 252:656-5-4(c)(3).

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.



Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division



March 11, 2024

Mr. Terry Brannon, City Manager
Cushing Municipal Authority
100 Judy Adams Blvd.
Cushing, Oklahoma 74023

Re: Permit No. WL000060240068
Residential and light commercial/manufacturing Properties along State Hwy 18
PWSID No. OK2006061

Dear Mr. Brannon:

Enclosed is Permit No. WL000060240068 for the construction of 252 linear feet of six (6) inch PVC waterline plus all the appurtenances to serve the Residential and light commercial/manufacturing Properties along State Hwy 18, Payne County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on March 11, 2024. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the Cushing Municipal Authority, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,

A handwritten signature in black ink, appearing to read 'Sabghatulla Noori', written over a horizontal line.

Sabghatulla Noori
Construction Permit Section
Water Quality Division

SN/RC/md

Enclosure

c: Zachary McIntosh, Regional Manager, DEQ
STILLWATER DEQ OFFICE
Chad Grisier, P.E., Professional Engineering Consultants

PERMIT No. WL000060240068

WATER LINES

PWSID No. OK2006061

PERMIT TO CONSTRUCT

March 11, 2024

Pursuant to O.S. 27A 2-6-304, the Cushing Municipal Authority is hereby granted this Tier I Permit to construct 252 linear feet of six (6) inch PVC waterline plus all the appurtenances to serve the Residential and light commercial/manufacturing Properties along State Hwy 18, located in NW/4, NW/4 of Section 27, T-18-N, R-5-E, Payne County, Oklahoma, in accordance with the plans approved March 11, 2024.

By acceptance of this permit, the permittee agrees to operate and maintain the facility in accordance with the Public Water Supply Operation rules (OAC 252:631) and to comply with the State Certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) This water line does not provide fire flow.
- 2) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 3) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 4) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 5) That the Oklahoma Department of Environmental Quality shall be kept informed on occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 6) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with Public Water Supply Construction Standards [OAC 252:626-19-2].
- 7) That before placing this facility into service, at least two samples of the water, taken on different days, shall be tested for bacteria to show that it is safe for drinking purposes.
- 8) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.
- 9) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.



PERMIT No. WL000060240068

WATER LINES

PWSID No. OK2006061

PERMIT TO CONSTRUCT

- 10) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 11) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. Section 2-6-201 *et seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 12) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 13) That water lines shall be located at least fifteen (15) feet from all parts of septic tanks and absorption fields, or other sewage treatment and disposal systems.
- 14) That whenever plastic pipe is approved and used for potable water, it shall bear the seal of the National Sanitation Foundation and meet the appropriate commercial standards.
- 15) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Public Water Supply Construction Standards OAC 252:626-19-2(h)(1) and OAC 252:626-19-2(h)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested to the highest pressure obtainable under the most severe head conditions of the collection system prior to backfilling.

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.

A handwritten signature in black ink that reads "Rocky Chen".

Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

Date of Meeting: April 15th, 2024

Agenda Item No: 3G

Subject: Purchase of one (1) S/B Legend Blower for WWTP

Staff Resources: Terry Brannon, City Manager
Derek Griffith, Assistant City Manager
Timothy Ervin, Wastewater Plant Superintendent

I. Summary

The Waste Water Treatment Plant operates six (6) blowers as part of the aeration system for the plant. Each of the six blowers have been in service for the life of the plant and we have been experiencing issues with reliability for operation. Although they are all currently operational, staff is requesting the purchase of one additional blower to maintain continuity and redundancy at the plant. Excelsior Blower Systems is the provider and vendor for our current system and therefore the sole source provider due to compatibility.

Vendor	Total Cost
Excelsior Blower Systems, Inc.	\$11,308.80

II. Fiscal Impact

This action will not create a negative impact. Adequate funding exists within the Waste Water Treatment Plant departmental budget. (250-509-3475)

III. Recommended Action

Authorize the City Manager to issue a purchase order to Excelsior Blower Systems, Inc. in an amount up to \$11,308.80 for the purchase of one (1) Blower for the Wastewater Treatment Plant, and to authorize payment.

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE CITY COMMISSION / TRUSTEES OF
THE CUSHING MUNICIPAL AUTHORITY / TRUSTEES OF THE CUSHING HOSPITAL AUTHORITY

Date of Meeting: April 15, 2024

Agenda Item No: 3 I

Subject: Non-Pay Utility Report

Staff Resources: Diane Barnett, Utility Office Supervisor

I. Summary Report is attached for your review

II. Fiscal Impact NA

III. Recommended Action None necessary

CITY OF CUSHING
 PO BOX 311
 CUSHING OK 74023-0311

Statement ID
 Statement Date
 Total Due
 \$ 65,449.50
 CITY
 03/31/2024
 Total Due After 04/15/2024 \$ 69,641.80

CM CITY HALL
 PO BOX 311
 CUSHING OK 07000-0000

CLOSED MARCH 29TH

Account Summary

Account	Name	Property	Total Due	After 04/15/2024
-1200-00	CLM HEMPHILL PARK	N CENTRAL	12.07	13.28
-0230-00	CLM TRAFFIC LIGHT	419 E MAIN 1/2	73.19	80.51
-0455-00	CLM STREET LIGHT	745 E MAIN 1/2	182.91	201.20
-0770-00	CLM TRAFFIC LIGHT	MAIN & HIGHLAND	103.03	113.33
-0125-00	CLM STREET LIGHTS	LITTLE & WALNUT	127.31	140.04
-0230-02	CM FIRE DEPT TRAINING CE218 W MAPLE		47.09	51.81
-0235-00	CM FIRE DEPT TRAINING TO218 W MAPLE TOWER		6.88	7.58
-0267-01	CM PUBLIC SAFETY CENTER 211 W MAIN		3,326.60	3,326.60
-0268-00	CLM SAFETY CENTER LIGHTS211 W MAIN		92.00	92.00
-0350-00	CM POWER PLANT COOLING T300 N DEPOT		61.35	67.49
-0350-00	CM POWER PLANT	314 N DEPOT	67.17	73.89
-0350-00	CM POWER PLANT	314 N DEPOT	6.00	6.60
-0450-00	CM POWER PLANT	314 N DEPOT	6,215.44	6,836.99
-0420-00	CM POWER PLANT	314 N DEPOT	4,281.97	4,710.17
-0430-00	CM ELECTRIC SHOP	314 N DEPOT	231.11	254.22
-0690-00	CM POWER PLANT CONTROL R300 N SEAY		97.32	107.05
-0770-00	CLM TRAFFIC LIGHT	MOSES & CLEVELAND	56.64	62.30
-1160-00	CLM TRAFFIC LIGHT	102 E BROADWAY	6.91	7.60
-1170-00	CLM DECORATIVE LIGHTS	100 N CLEVELAND	228.04	250.84
-1190-00	CLM DOWNTOWN INTERSECTIOW BROADWAY & MOSES		145.39	159.93
-1630-00	CLM DECORATIVE LIGHTS	100 S CLEVELAND	197.49	217.24
-1640-00	CLM DOWNTOWN INTERSECTIOW BROADWAY & CHERRY		162.50	178.75
-0160-00	CM LIBRARY	215 N STEELE	1,194.14	1,313.56
-0800-00	CM WATER WELL # 4	1249 E ASH	8.00	8.80
-1880-00	CM FIRE DEPT.	323 N HARRISON	318.37	350.21
-1890-00	CM CITY HALL	100 E OAK	2,366.40	2,603.04
-1900-00	CM CITY HALL COMPUTER	100 E OAK	39.42	43.36
-0170-00	CM OLD BUS DEPOT	114 N HARRISON	76.81	84.50
-0180-00	CLM PARKING LOT	N HARRISON	29.10	32.01
-0190-00	CLM TRAFFIC LIGHT	BROADWAY & HARRISON	6.77	7.45
-2115-01	CM DOWNTOWN WATERING	105 E BROADWAY	11.25	12.38
-1210-00	CLM STREET LIGHTS	1000 E CHERRY	82.63	90.89
-2190-00	CM SENIOR CITIZENS	203 E CHERRY	1,227.72	1,350.51
-0190-00	CLM BALL FIELD (BOWL)	MEMORIAL PARK (BOWL)	129.82	142.80
-0200-00	CLM T BALL FIELD MEMORIA	MEMORIAL PARK	22.80	25.09
-0500-00	CM STORM SIREN	E SECOND & WILSON	6.00	6.60
-1140-02	CITY OF CUSHING	1102 E SECOND A	44.12	44.12
-1510-02	CM ARMORY	500 E SECOND	50.59	50.59
-0400-00	CM BFI TRANSFER STATION	515 N LUELLA	130.44	143.48
-1810-00	CM DOG POUND	500 W CHERRY	8.00	8.80
-1820-00	CM SERVICE CENTER	514 W CHERRY	557.98	613.78
-1830-00	CM TRUCK BARN	514 W CHERRY BARN	133.30	146.63

CITY OF CUSHING
PO BOX 311
CUSHING OK 74023-0311

Statement ID
Statement Date
Total Due
CITY
03/31/2024
\$ 65,449.50
Total Due After 04/15/2024 \$ 69,641.80

CM CITY HALL
PO BOX 311
CUSHING OK 07000-0000

CLOSED MARCH 29TH

Account Summary

Account	Name	Property	Total Due	After 04/15/2024
-1835-00	CM WATER DEPT	518 W CHERRY	287.21	315.93
-1840-00	CM SWEEPER BARN	514 W CHERRY	31.41	34.55
-1860-01	CM STREET DEPT. OFFICE	514 W CHERRY	374.30	411.73
-1870-00	CM PARKS DEPT.	514 W CHERRY	522.14	574.36
-1880-00	CM WELDING SHOP	514 W CHERRY	36.01	39.61
-1910-00	CM GAS PUMPS	PUCKETT ST	32.62	35.88
-1920-00	CLM UNMETERED SEC LTS	PUCKETT ST	6.85	7.54
-1940-00	CM WATER DEPT.	508 W MOSES	91.17	100.29
-1290-00	CM YOUTH CENTER	800 S LITTLE	1,614.61	1,776.08
-1300-00	CM BATTING CAGES AT PARK	800 S LITTLE	6.00	6.60
-1310-01	CM CUSHING DAY CARE	711 S THOMPSON	32.80	32.80
-1310-00	CM CUSHING DAY CARE	711 S THOMPSON	6.00	6.60
-1310-00	CM AMPHITHEATER	CITY PARK	75.26	82.80
-1350-00	CM FESTIVAL IN THE PARK	MEMORIAL PARK	6.83	7.51
-1360-00	CLM TENNIS CT. S. MEMORIAL	MEMORIAL PARK	6.00	6.60
-1675-00	CITY OF CUSHING	612 S LITTLE POLE	94.91	94.91
-1740-00	CM AQUATIC CENTER	MEMORIAL PARK	185.94	204.54
-1760-00	CM PICNIC GROUNDS	MEMORIAL PARK	130.69	143.76
-1790-00	CLM E. PAVILLION MEMORIAL	MEMORIAL PARK	32.72	35.99
-1815-00	CLM STREET LIGHTS	FIFTH & LITTLE	148.96	163.86
-1850-00	CM SEWER LIFT PUMP	403 S LITTLE	6.05	6.66
-0035-00	CM WATER WELL # 2	CITY PARK	238.99	238.99
-0980-00	CLM STREET LIGHT	S HOWERTON & NINTH	162.59	178.85
-1910-00	CM 9TH ST SUBSTATION	1100 E NINTH	22.00	22.00
-1915-00	CM ROTARY PARK GAZEBO	1100 E NINTH	6.00	6.60
-0065-00	CLM STREET LIGHTS	NINTH & LINWOOD	6.00	6.60
-0800-00	CLM STREET LIGHT	E NINTH & THOMPSON	158.34	174.17
-1131-00	CM STORM SIREN	1400 S LITTLE	15.18	15.18
-0180-00	CLM LIONS PARK	1320 S LINWOOD	61.17	67.29
-0080-01	CM ELECTRIC DISTRIBUTION	101 N HARMONY RD	840.50	840.50
-0081-01	CM ELECTRIC DISTRIBUTION	101 N HARMONY RD GATE	6.37	6.37
-0085-00	CM NORTH SUBSTATION	101 N HARMONY N SUB	107.63	107.63
-0090-01	CM ELECTRIC DISTRIBUTION	101 N HARMONY RD	11.25	11.25
-0093-00	CM CUSHING SPORTS COMPLE	229 S HARMONY RD	334.59	334.59
-0094-00	CM CUSHING SPORTS COMPLE	229 S HARMONY GRN	10.82	10.82
-0095-00	CM CUSHING SPORTS COMPLE	229 S HARMONY RD	36.38	36.38
-0097-00	CM STORM SIREN	200 S HARMONY RD	13.94	13.94
-0350-00	CM WATER WELL # 97-4	823 S HARMONY RD	996.47	1,096.12
-0415-00	CLM SCHOOL FLASHING LIGH	1600 S HARMONY RD	6.05	6.05
-0535-00	CM AIRPORT GATE	AIRPORT RD & LITTLE	11.25	11.25
-0608-01	CM AIRPORT HANGER	2508 TOM MALONEY DR	7.09	7.09
-0610-03	CM CITY OF CUSHING	2512 TOM MALONEY DR	103.93	103.93

CITY OF CUSHING
PO BOX 311
CUSHING OK 74023-0311

Statement ID
Statement Date
Total Due
Total Due After 04/15/2024

CITY
03/31/2024
\$ 65,449.50
\$ 69,641.80

CM CITY HALL
PO BOX 311
CUSHING OK 07000-0000

CLOSED MARCH 29TH

Account Summary

Account	Name	Property	Total Due	After 04/15/2024
-0627-02	CM AIRPORT INCUBATOR	2414 TOM MALONEY DR	441.27	441.27
-0628-01	CM CUSHING MUNICIPAL AIR	2414 TOM MALONEY DR	33.93	37.33
-0630-03	CM CUSHING MUNICIPAL AIR	2420 TOM MALONEY DR	73.34	80.68
-0635-02	CM CITY OF CUSHING	3 W AIRPORT RD	6.00	6.60
-0670-03	CM AIRPORT HANGER	2521 TOM MALONEY DR	47.05	51.76
-0695-00	CM AIRPORT PLAYGROUND	AIRPORT	11.25	12.38
-0750-00	CM MUNICIPAL AIRPORT	AIRPORT	241.19	265.31
-0760-00	CLM AIRPORT LIGHT	AIRPORT	43.25	47.58
-0990-00	CM WATER WELL # 97-6	2515 E ESECO RD	635.79	699.37
-1000-00	CM SEWER DISPOSAL PLANT	2701 E ESECO RD	30.00	33.00
-1000-01	CM SEWER DISPOSAL PLANT	2701 E ESECO RD	17,226.54	17,226.54
-1000-00	CM SEWER DISPOSAL PLANT	2701 E ESECO RD	6.00	6.60
-1000-00	CM WATER WELL # 97-7	2406 S NORFOLK RD	797.42	877.16
-1110-00	CM WATER WELL # 97-8	2401 S EUCHEE VALLEY RD	2,283.39	2,511.73
-1200-00	CM WATER WELL # 97-5	912 S NORFOLK RD	902.51	992.76
-1570-00	CLM STREET LIGHT	1327 E MAIN 1/2	146.74	161.41
-1850-00	CLM SCHOOL FLASHING LIGH	1513 E MAIN 1/2	141.23	155.35
-1940-00	CLM SOFTBALL FIELD	1513 E MAIN 1/2	125.37	137.91
-1970-00	CM WATER WELL # 97-1	1500 E PINE	77.68	85.45
-1990-00	CLM FOOTBALL FIELD LIGHT	1700 E WALNUT	96.89	106.58
-2000-00	CM FOOTBALL FIELD SCORE	FOOTBALL FIELD	6.80	7.48
-2020-00	CM CHS FOOTBALL LIGHTS	E1700 E WALNUT	48.52	53.37
-2071-01	CLM HIGH SCHOOL PKG LOT	1700 E WALNUT	75.06	75.06
-2072-01	CLM HIGH SCHOOL PKG LOT	1700 E WALNUT	84.38	84.38
-2125-00	CLM STREET LIGHTS	1737 E MAIN	29.55	32.51
-2300-00	CLM STREET LIGHTS	MAIN & STEWART	121.99	134.19
-2421-00	CLM TRAFFIC LIGHT	2331 E MAIN	45.12	49.64
-2440-00	CM WATER WELL # 97-2	2319 E MAIN	187.12	205.83
-2458-00	CLM WALMART TRAFFIC LIGH	2905 E MAIN	44.35	44.35
-2470-00	CLM PIPELINE CROSSROADS	2405 E MAIN	6.40	7.04
-2490-00	CM WATER WELL # 56-9	2826 E MAIN A	1,378.72	1,516.59
-2518-00	CM SEWER LIFT STATION	3206 E MAIN	41.38	45.52
-2520-00	CM WATER WELL # 97-3	3540 E MAIN	37.55	41.31
-3920-00	CM WATER PLANT	1175 MAITLEN	9,529.25	10,482.18
-3925-00	CM ANIMAL SHELTER	1150 MAITLEN DR	301.75	331.93
-3930-08	CM RODEO GROUNDS	1175 MAITLEN	17.25	18.98
-1773-00	CM STORM SIREN	1000 E GRANDSTAFF	16.43	16.43
-2100-00	CM N. DISPOSAL PLANT	2114 N EDGEWOOD CIR	423.07	465.38
-2256-00	CM BARBEQUE & BLUES	213 E GRANDSTAFF WA	16.88	18.57
-3090-00	CLM PIPELINE CROSSROADS	N HWY 18 & DEEP ROCK	102.58	112.84
-1870-00	CM WATER PL. HOUSE # 3	W OF CITY	8.00	8.80
-1950-00	CM LAKE BOAT HOUSE	W OF WATER PLANT	20.00	22.00

DUPLICATE Summary

CITY OF CUSHING
PO BOX 311
CUSHING OK 74023-0311

Statement ID
Statement Date
Total Due
Total Due After 04/15/2024

CITY
03/31/2024
\$ 65,449.50
\$ 69,641.80

CM CITY HALL
PO BOX 311
CUSHING OK

07000-0000

CLOSED MARCH 29TH

Account Summary

Account	Name	Property	Total Due	After 04/15/2024
-2470-00	CLM PIPELINE CROSSROADS	W HWY 33	6.00	6.60
-2640-00	CM RESERVOIR	201 S KINGS HWY	112.57	123.83
-2650-00	CM RESERVOIR	201 S KINGS HWY	6.00	6.60
-2660-00	CM WEATHER TOWER	201 S KINGS HWY	208.04	208.04
-2670-00	CM RESERVOIR RADIO REPEA	201 S KINGS HWY	22.42	24.66
-2800-00	CM RESERVOIR	201 S KINGS HWY	103.14	113.45
-3480-00	CM POLICE PISTOL RANGE	100 W TEXACO RD	25.25	25.25
Total Due			65,449.50	69,641.80
Total Credit Balances			0.00	0.00

Total Due all Accounts \$ 65,449.50
Total Due After 04/15/2024 \$ 69,641.80

**** PLEASE REMIT THIS PAGE WITH PAYMENT. ****

Agenda Item Cover Sheet

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BOARD OF COMMISSIONERS /
BOARD OF TRUSTEES OF THE CMA / CHA / CIA / CEFA

Date of Meeting: April 15, 2024 **Agenda Item No:** 5A

Subject: Resolutions Adopting a new Employee Personnel Handbook

Staff Resources: City Attorney; Human Resources

I. Summary

The current City Employee Personnel Handbook was drafted in 2013. There have only been a few minor amendments to it since that time. While it has served the City well, it is past time to update the handbook with changes in City practices and federal and state laws. The updated handbook is a streamlined document compared to the previous version.

There are a few substantive changes: employees are allowed to carry-over a few more hours of vacation each year, clarification on exempt/non-exempt employees, language regarding safety-sensitive positions, adding reduced sick leave buyback as a formal policy, etc. There are also several editorial changes in an attempt to make the handbook more accessible to employees.

II. Fiscal Impact

Minimal, but changes in vacation carry-over and the clarification of exempt/non-exempt employees will result have some fiscal impact. The total amount of such is unknown at this time, but not expected to be significant.

III. Recommended Action

Motion to approve.

CUSHING MUNICIPAL AUTHORITY
RESOLUTION NO. 06-2024

A RESOLUTION ADOPTING THE PERSONNEL HANDBOOK FOR THE CITY OF CUSHING AND CUSHING MUNICIPAL AUTHORITY; ESTABLISHING AN EFFECTIVE DATE; AND REPEALING AND SUPERSEDING FORMER PERSONNEL POLICIES.

WHEREAS, the City of Cushing Personnel Manual for Municipal Employees was originally adopted December 30, 1974, and was revised September 6, 1983 and May 4, 1998, and was further revised and adopted June 1, 2013, and was further amended in December 16, 2019 and August 16, 2021; and,

WHEREAS, the Board of Trustees deem it to be in the best interest of the citizens and employees of the City of Cushing that a new Personnel handbook for the City of Cushing and Cushing Municipal Authority be adopted setting forth the current personnel policies of the City of Cushing, including Appendices I-IV; and,

BE IT NOW THEREFORE RESOLVED BY THE BOARD OF TRUSTEES OF THE CUSHING MUNICIPAL AUTHORITY AS FOLLOWS:

Section 1.: The Personnel Handbook for the City of Cushing and Cushing Municipal Authority be and hereby is adopted, effective July 1, 2024.

Section 2.: All personnel policies, rules, regulations and procedures, formerly adopted, be and hereby are repealed and superseded by the Personnel Handbook for the City of Cushing and Cushing Municipal Authority (Revised April 15, 2024).

Section 3.: Each City employee shall be provided with a copy of such handbook not less than thirty (30) days prior to the effective date and such employee shall acknowledge receipt thereof in writing.

Section 4.: Not less than three (3) copies of such handbook shall be kept on file in the office of the City Clerk and made available during regular business hours for review upon request.

PASSED, APPROVED AND ADOPTED this 15th day of April, 2024.

ATTEST:

Ricky Lofton, Chairman
Board of Trustees

Jerrica A. Worthy,
City Clerk

Approved as to form:

Jonathan Huseman,
City Attorney