

**NOTICE OF REGULAR MEETING AND AGENDA
OF THE BOARD OF COMMISSIONERS
CITY OF CUSHING, OKLAHOMA
July 20, 2020
7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.**

MEETING WILL BE CONDUCTED VIA TELECONFERENCE. Chairman Roberson, Griffith, Thompson, Dowell and Lofton will attend via teleconference. City Manager Brannon, and City Attorney Huseman will be present on site. To listen to meeting call 1-866-899-4679, then enter Code 712-038-933 when prompted. Meeting will be broadcast on our public access TV station, Channel 14.

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. Opening 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 by 12:00 pm (noon) on July 20, 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. Commissioners do not engage in discussion under this agenda item, and staff members are directed not to, as well. If you seek discussion or inquiry, please contact a Commissioner or the office of City Manager. Responses to citizens' comments, if any, will occur under the applicable agenda item or may be reserved for further responses by phone call, personal meeting, or a posting on the City's website.

3. Consent Agenda

- a. Approve claims and payroll totaling: \$856,772.01
- b. Approve minutes: June 1, 2020 (Joint meeting with Cushing Municipal Authority, Cushing Hospital Authority, Cushing Industrial Authority and Cushing Educational Facilities Authority)
June 15, 2020 (Regular)
- c. Authorize the purchase of aviation fuel and expend up to \$40,000.00.
- d. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$20,000.00.
- e. Authorize the Chairman, Board of Commissioners, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2019-2020 audit.
- f. Authorize the Chairman, Board of Commissioners, to execute the FY 2020-2021 Lease Agreement with Project H.E.A.R.T. for meals at the Senior Citizens Center.
- g. Approve payment to Cushing Chamber of Commerce in the amount of \$5,250.00 for 2020 membership dues.
- h. Approve payment to Oklahoma Municipal League (OML) in the sum of \$8,782.27 for the 2020-2021 annual service fees.
- i. Authorize the City Manager to issue a purchase order to Lexipol, LLC in the amount of \$6,966.00 for an annual (12 months) fire policy manual and daily training bulletins and to authorize payment.

- j. Approve and accept a CDBG Grant from the Oklahoma Department of Commerce for a sanitary sewer extension project.
- k. Acknowledge and accept resignation from Commissioner Brent Thompson.
- l. Appoint Khris Fowler, Melanie Berlowitz, Elton Willard, Sharon Sissom and Carl Sherwood to new three year terms on the Youth and Community Center Advisory Board.
- m. Appoint Amy Cline and Misty Naifeh to new three year terms on the Library Board.
- n. Recognize expiring terms on the Planning Commission.
- o. Recognize expiring terms on the Board of Adjustment.
- p. Recognize statement of cash and investments as of June 30, 2020.

4. Items Removed from Consent Agenda

5. General Business

- a. Presentation by Robert Shears to review the Downtown Streetscape project.

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. City Manager's Communications

8. Commissioners Community Announcements


9. Executive Session

10. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 2:40 p.m. on July 17, 2020.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF REGULAR MEETING AGENDA
OF THE BOARD OF TRUSTEES
CUSHING MUNICIPAL AUTHORITY
July 20, 2020
7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.**

MEETING WILL BE CONDUCTED VIA TELECONFERENCE. Chairman Roberson, Griffith, Thompson, Dowell and Lofton will attend via teleconference. City Manager Brannon and City Attorney Huseman will be present. To listen to meeting call 1-866-899-4679, then enter Code 712-038-933 when prompted. Meeting will also be broadcast on our public access TV station, Channel 14.

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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 July 20, 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: \$922,541.95
- b. Approve minutes: June 4, 2020 (Special)
June 15, 2020 (Regular)
- c. Acknowledge receipt of ODEQ Permit No. SL000060160355 for the construction of 1,580 linear feet of twelve inch PVC sanitary sewer line and all appurtenances to serve the City of Cushing, Payne County, Sanitary Sewer Project 4 Extension.
- d. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2019-2020 audit.
- e. Authorize City Manager to issue a purchase order to Interworks, Inc. of Stillwater in an amount up to \$44,295.29 for computers and networking equipment upgrade and to authorize payment.
- f. Approve payment to Allgeier, Martin and Associates, Inc. in the amount of \$6,106.46 for Invoice No. CMA6 001-620
- g. Approve payment to Department of Environmental Quality in the amount of \$8,206.52 for annual discharge permit for the Wastewater Treatment Plant.
- h. Approve payment to Professional Engineering Consultant, P.A. in the amount of \$9,820.00 for Invoice No. 522546 on the Sanitary Sewer Project 4 Extension.
- i. Authorize the Chairman to execute Change Order Number 3 with Circle B Underground, LLC in the amount of \$14,038.09 on the SH-33 Utility Relocation Project.

- j. Authorize the Chairman to execute Change Order Number 4 with Circle B Underground, LLC in the amount of \$3,219.30 on the SH-33 Utility Relocation Project.
- k. Approve the following payments to Circle B Underground, LLC for on the SH-33 Utility Relocation.
 - 1. Pay Request No. 1 \$ 89,200.34
 - 2. Pay Request No. 2 \$ 159,686.89
- l. Approve the following payments to Danny Wick Excavating for SH-18 Utility Relocation:
 - 1. Pay Request No. 1 (Water line project) \$ 185,937.30
 - 2. Pay Request No. 1 (Sewer line project) \$ 56,168.10
- m. Approve payment on parcels as attached on Exhibit "A" for the purchase of right-of-way as detailed in the SH-33 Pavement Project (JP No. 28983(04)).
- n. Recognize non-pay utility report for City operations and public facilities for 06/30/2020 billing period.
- o. Recognize statement of cash and investments as of June 30, 2020.

4. Items Removed from Consent Agenda

5. Resolutions

- a. **RESOLUTION NO. 19-2020:** A resolution in support of an application to the United States Economic Development Administration, United States Department of Commerce's Public Works and Economic Adjustment Assistance Program for the Cushing Economic Development Foundation, Inc.'s utility infrastructure project


6. Executive Session

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

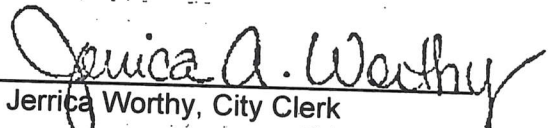
7. Other New Business, if any, which has arisen since the posting of the Agenda and could not have been anticipated prior to the time of the posting (25 O.S. §311 (9))

8. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 2:40 pm on July 17, 2020.



 Terry Brannon, City Manager



 Jerrica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING HOSPITAL AUTHORITY**

July 20, 2020

7:00 PM Cushing City Hall
100 Judy Adams Blvd.

MEETING WILL BE CONDUCTED VIA TELECONFERENCE. Chairman Roberson, Griffith, Thompson, Dowell and Lofton will attend via teleconference. City Manager Brannon, and City Attorney Huseman will be present on site. To listen to meeting call 866-899-4679, then enter Code 712-038-933 when prompted. Meeting will be broadcast on our public access TV station, Channel 14.

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. Consent Agenda

- a. Approve claims totaling: \$7,911.85
- b. Approve Minutes: June 15, 2020 (Regular)
 June 16, 2020 (Special)
 June 26, 2020 (Special)
- c. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2019-2020 audit.

3. Items Removed from Consent Agenda

4. Resolutions

- a. **RESOLUTION NO. 03-2020:** A resolution declaring Cushing Hospital Authority owned real property described as Lots One (1) and Two (2) and the East Ten (10) feet of Lot Three (3), Block Two (2), Fosters Addition to the City of Cushing, Payne County, State of Oklahoma (also known as 941 East Cherry) to be obsolete or surplus and authorizing and directing the City Manager to advertise and sell such property to the highest bidder (offeror) for cash.

5. Executive Session

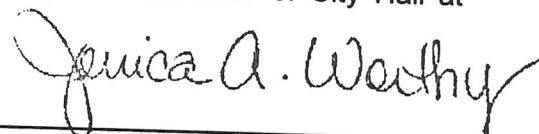
- a. Executive Session pursuant to 25 O.S. §307(B)(3) to discuss the purchase or appraisal of real property
- b. Executive Session pursuant to 25 O.S. §307(B)(3) to discuss the purchase or appraisal of real property

6. Adjournment

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:16 Am on July 16, 2020.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING INDUSTRIAL AUTHORITY
July 20, 2020**

7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.

MEETING WILL BE CONDUCTED VIA TELECONFERENCE. Chairman Roberson, Griffith, Thompson, Dowell and Lofton will attend via teleconference. City Manager Brannon and City Attorney Huseman will be present. To listen to meeting call 1-866-899-4679, then enter Code 712-038-933 when prompted. Meeting will also broadcast on our public access TV station, Channel 14.

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- 1. Call to Order**
 - a. Roll Call
 - b. Declaration of Quorum

- 2. Consent Agenda**
 - a. Approve claims totaling: \$10,694.63
 - b. Approve minutes: June 15, 2020 (Regular)
 - c. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2019-2020 audit.

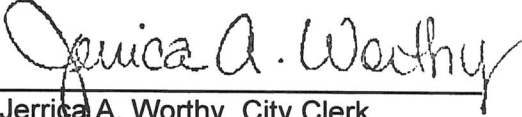
- 3. Items Removed from Consent Agenda**

- 4. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:10 AM on July 16, 2020.



Terry Brannon, City Manager



Jerrica A. Worthy, City Clerk

**NOTICE OF SPECIAL MEETING AND AGENDA
OF THE BOARD OF TRUSTEES
CUSHING EDUCATIONAL FACILITIES AUTHORITY
JULY 20, 2020
7:00 PM CUSHING CITY HALL
100 JUDY ADAMS BLVD.**

MEETING WILL BE CONDUCTED VIA TELECONFERENCE. Chairman Roberson, Griffith, Thompson, Dowell and Lofton will attend via teleconference. City Manager Brannon, and City Attorney Huseman will be present on site. To listen to meeting call 1-866-899-4679, then enter 712-038-933 when prompted. Meeting will be broadcast on our public access TV station, Channel 14.

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. Consent Agenda**
 - a. Approve minutes: June 15, 2020 (Special)
 - b. Authorize the Chairman, Board of Trustees, to execute an audit engagement letter with CBEW Professional Group, LLP to perform the FY 2019-2020 audit.

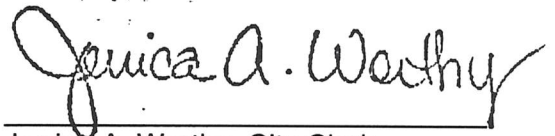
- 3. Items Removed from the Consent Agenda**

- 4. Adjournment.**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:10 AM on July 16, 2020.



Terry Brannon, City Manager



Jerrica A. Worthy, City Clerk