

**NOTICE OF REGULAR MEETING AND AGENDA
OF THE BOARD OF COMMISSIONERS
CITY OF CUSHING, OKLAHOMA
March 20, 2023
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
- c. Pledge of Allegiance
- d. Proclamation: Proclaim April 2023 as Autism Awareness & Acceptance Month

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 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. 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: \$744,338.57
- b. Approve minutes: February 21, 2023 (Regular)
- c. Authorize the purchase of aviation fuel and expend up to \$60,000.00.
- d. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$30,000.00.
- e. Approve payment to KSA Engineers, Inc. in the amount of \$17,233.30 for Invoice No. ARIV1004953 for the Cushing Municipal Airport Perimeter Fence and Entrance project.
- f. Approve payment to Oklahoma Municipal Management Services in the amount of \$4,050.00 for payment of Invoice No. 9726 for inspection services for the period of 01/30/2023 to 02/28/2023.
- g. Authorize the City Manager to issue a purchase order to Central Tech in the amount of \$12,600.00 for tuition in the paramedic program for fire department personnel and to authorize payment.
- h. Authorize the City Manager to issue a purchase order to Core & Main in an amount up to \$12,500.00 for parts and services for a water line extension and hydrant installation to serve the Fire Department training tower and to authorize payment.
- i. Authorize the City Manager to issue a purchase order to Bob Howard Parts Distribution Center in an amount up to \$7,527.00 for a replacement engine for Police Department Unit 14, a 2019 Dodge Charger, and to authorize payment.
- j. Statement of cash and investments as of February 28, 2023.

4. Items Removed from Consent Agenda

5. Resolutions

- a. **RESOLUTION NO. 05-2023:** A resolution adopting the City of Cushing Purchasing Policy and authorizing and directing the Chairman, Board of Commissioners, to execute such Policy.
 - b. **RESOLUTION NO. 06-2023:** A resolution correcting Resolution No. 02-2023 authorizing and directing the City Manager to execute an agreement with the Oklahoma Department of Transportation Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant Program for the purpose of purchasing a new van with lift for the Senior Citizens Center and, further, to authorize the expenditure of up to \$25,000.0 in City matching funds, and to authorize payment.
- 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. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 10:50 AM on March 17, 2023.



Terry Brannon, City Manager



Jerica Worthy, City Clerk

**NOTICE OF REGULAR MEETING AGENDA
OF THE BOARD OF TRUSTEES
CUSHING MUNICIPAL AUTHORITY
March 20, 2023
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 March 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: \$851,874.42
- b. Approve minutes: February 21, 2022 (Regular)
- c. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.
- d. Approve payment to Re-Con Company, Inc. in the amount of \$165,032.68 for Invoice No. 23-58-1 for work performed on the Harmony Road Substation.
- e. Authorize the City Manager to issue a purchase order to Haynes Equipment Company in the amount of \$7,992.00 for a new finished water flow meter at the Water Treatment Plant and to authorize payment.
- f. Authorize the City Manager to issue a purchase order to Drive-Tek VFD Specialists in an amount up to \$8,415.00 for the purchase of one Danfoss variable frequency drive for the Wastewater Treatment Plant and to authorize payment.
- g. Authorize the City Manager to issue a purchase order to Haynes Equipment Company in the amount of \$14,442.00 for electronic control valves for the Water Treatment Plant and to authorize payment.
- h. Authorize the City Manager to issue a purchase order to Micro-Comm in the amount of \$34,971.00 for the replacement of main controls at the Water Treatment Plant and telemetry at Well #9 and to authorize payment.
- i. Non-pay utility report for City operations and public facilities for 02/28/23 billing period.
- j. Recognize statement of cash and investments as of February 28, 2023.

4. Items Removed from Consent Agenda

5. Resolutions

- a. **RESOLUTION NO. 03-2023:** A resolution adopting the City of Cushing Purchasing Policy and authorizing and directing the Chairman, Board of Trustees, to execute such policy.
- b. **RESOLUTION NO. 04-2023:** A resolution authorizing the City Manager to execute a Master Services Agreement with Professional Engineering Consultants (PEC) for on-call engineering services to conclude March 31, 2030, subject to funds being appropriated by Trustees on an annual basis.

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 10:48 AM on March 17, 2023.



Terry Brannon, City Manager



Jerica Worthy, City Clerk

**NOTICE OF SPECIAL JOINT MEETING AND AGENDA
OF THE BOARD OF TRUSTEES OF THE
CUSHING INDUSTRIAL AUTHORITY
and the
CUSHING HOSPITAL AUTHORITY
March 20, 2023
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. Consent Agenda**
 - a. Approve CIA claims totaling: \$10,250.45
 - b. Approve CHA claims totaling: \$1,000.00
 - c. Approve minutes: February 21, 2023 (Special Meeting of the CHA, CIA and CEFA Boards of Trustees)
 - d. Approve payment to IH Holdings, LLC in the amount of \$11,000.00 for our half of the cost of the housing study and to authorize payment pending clearance of reimbursement check from Zonda.
 - e. Authorize the City Manager to execute all documents associated with the Recreational Trails Program Project Agreement.

- 3. Items Removed from Consent Agenda**

- 4. Resolutions**
 - a. **CUSHING HOSPITAL AUTHORITY RESOLUTION NO. 08-2023:** A resolution adopting the City of Cushing Purchasing Policy and authorizing and directing the Chairman, Board of Trustees, to execute such policy.
 - b. **CUSHING INDUSTRIAL AUTHORITY RESOLUTION NO. 02-2023:** A resolution adopting the City of Cushing Purchasing Policy and authorizing and directing the Chairman, Board of Trustees, to execute such policy.
 - c. **CUSHING INDUSTRIAL AUTHORITY RESOLUTION NO. 03-2023:** A resolution creating an Incubator Program Task Force for Cushing, Oklahoma.

- 5. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 3:30 p.m. on March 16, 2023.



Terry Brannon, City Manager



Darla Huckabay, Deputy City Clerk