

**NOTICE OF REGULAR MEETING AND AGENDA  
OF THE BOARD OF COMMISSIONERS  
CITY OF CUSHING, OKLAHOMA  
June 20, 2022  
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

**2. Public Input and Unscheduled Personal Appearances**

Citizens wishing to participate in Public Input may do so by emailing their comments to [citymanager@cityofcushing.org](mailto:citymanager@cityofcushing.org) by 12:00 pm (noon) on June 20, 2022. Comments must include the citizen's full name and address (addresses will not be read aloud). Comments received by the deadline and meeting criteria will be read into the record. Comments will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens to comment on agenda items. Commissioners do not engage in discussion under this agenda item, and staff members are directed not to, as well. If you seek discussion or inquiry, please contact a Commissioner or the office of City Manager. Responses to citizens' comments, if any, will occur under the applicable agenda item or may be reserved for further responses by phone call, personal meeting, or a posting on the City's website.

**3. Consent Agenda**

- a. Approve claims and payroll totaling: \$832,935.20
- b. Approve minutes: May 19, 2022 (Special Joint meeting with the Trustees of the Cushing Municipal Authority and the Cushing Industrial Authority)
- c. Approve minutes: May 16, 2022 (Regular)
- d. Approve minutes: May 5, 2022 (Special Joint meeting with the Trustees of the Cushing Hospital Authority, Cushing Municipal Authority, Cushing Industrial Authority and the Cushing Educational Facilities Authority)
- e. Approve budget amendment: Amend the FY 2021-2022 City of Cushing budget.
- f. Authorize the purchase of aviation fuel and expend up to \$60,000.00.
- g. Authorize the purchase of no-lead fuel and diesel fuel and expend up to \$25,000.00.
- h. Approve payment to Oklahoma Municipal Management Services in the amount of \$5,633.25 for payment of Invoice No. 2372 for May inspection services.
- i. Approve payment to KSA Engineers, Inc. in the amount of \$5,460.00 for payment of Invoice No. ARIV1002490 for Taxiway Rehabilitation at the Cushing Municipal Airport.
- j. Approve payment of Pay Application #2 (final) to Pintail Oilfield Services, LLC. in the amount of \$28,981.90 for the Cushing Airport Taxiway Rehabilitation Project (FAA AIP No. 3-40-0023-21-2021)
- k. Approve payment to OMAG in the sum of \$122,475.36 for the City of Cushing's portion of the insurance premium (to be paid from FY 2022-2023 budgeted funds).
- l. Authorize the Vice-Chairman, Board of Commissioners, to execute the FY 2022-2023 Workers' Compensation Plan Renewal Participation Agreement with OMAG; and approve payment to OMAG in the sum of \$206,565.00 less \$2,581.00 Escrow Credit Reduction (to be paid from FY 2022-2023 budgeted funds).

- m. Appoint Franklin Reed to the Payne County Countywide Communications Committee and to appoint Dalton Novotny as the alternate appointee.
- n. Appoint Bridget Mason, Frank Denney and Vicki Daves to new three year terms on the Cushing Library Advisory Board.
- o. Appoint Evert Rossiter to serve the remainder of a three year term on the Cushing Housing Authority.
- p. Appoint Trent Fittje, Doug Baker, Aryn Gaskins, Jason McDonald and Curtis Tucker to serve new three year terms on the Cushing Youth and Community Center Advisory Board.
- q. Statement of cash and investments as of May 31, 2022.

#### **4. Items Removed from Consent Agenda**

#### **5. General Business**

- a. Approve update to Cushing Public Library Circulation Policy.
- b. Authorize the Vice-Chairman, Board of Trustees, to execute an employment agreement with Jonathan Huseman for the position of City Attorney.
- c. Authorize the Vice-Chairman, Board of Commissioners, to execute a labor agreement with the International Association of Firefighters, Local 2565, for the Fiscal Year July 1, 2022 through June 30, 2023.
- d. Authorize the Vice-Chairman, Board of Commissioners, to execute a labor agreement with the Fraternal Order of Police, Lodge No. 106, for the Fiscal Year July 1, 2022 through June 30, 2023.

#### **6. Resolutions**

- a. **RESOLUTION NO. 08-2022:** A resolution to adopt the Fiscal Year 2022-2023 Budget for the City of Cushing.
- b. **RESOLUTION NO. 09-2022:** A resolution authorizing the City Manager to execute standard rental agreements between the City and current hangar tenants for City owned hangars at the Cushing Municipal Airport; and further authorizing the City Manager to execute development and settlement agreements with the current hangar tenants.
- c. **RESOLUTION NO. 10-2022:** A resolution establishing fees for fire alarm permit application and fees for sprinkler permit application; establishing fees for building and construction permits and permit fees for building related items and function; establishing fees for the issuance of plumbing and mechanical permits; establishing fees for the issuance of electrical permits; rescinding any previous conflicting resolutions; and providing for an effective date

#### **7. Executive Session**

- a. Executive Session pursuant to 25 O.S. §307(B)(2) to discuss the status of negotiations with the International Association of Firefighters for the Fiscal Year July 1, 2022 through June 30, 2023.
- b. Executive Session pursuant to 25 O.S. §307(B)(2) to discuss the status of negotiations with the Fraternal Order of Police Lodge No. 106 for the Fiscal Year July 1, 2022 through June 30, 2023.
- c. 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. City Manager's Communications**

**10. Commissioners Community Announcements**

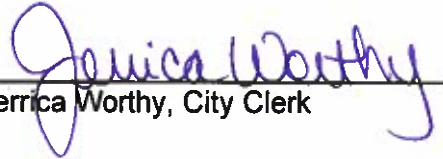
**11. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:20 AM on June 17, 2022.



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Terry Brannon, City Manager



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Jerrica Worthy, City Clerk

**NOTICE OF REGULAR MEETING AGENDA  
OF THE BOARD OF TRUSTEES  
CUSHING MUNICIPAL AUTHORITY  
June 20, 2022  
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](mailto:citymanager@cityofcushing.org) by 12:00 pm (noon) on June 20, 2022. Comments must include the citizen's full name and address (addresses will not be read aloud). Comments received by the deadline and meeting criteria will be read into the record. Comments will be limited to 3 minutes on agenda items only. The purpose of this agenda item is to provide an opportunity for citizens to comment on agenda items. 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: \$860,266.61
- b. Approve minutes: May 16, 2022 (Regular)
- c. Approve budget amendment: Amend FY 2021/2022 Cushing Municipal Authority budget.
- d. Authorize the purchase of diesel fuel for the Power Plant and expend up to \$25,000.00.
- e. Approve payment to Allgeier, Martin and Associates, Inc. in the amount of \$69,000.00 for Invoice No. CMA6021002-8 on the Harmony substation project.
- f. Approve payment to Myers Engineering in the amount of \$9,885.41 for Invoice No. 219034-6 for additional services on the 2019 Water Treatment Facility Improvements.
- g. Approve the following payments to Edwards Equipment, LLC for the Water Treatment Plant liquid alum feeder replacement project: 1) \$3,825.00 for Invoice #1952; and 2) \$7,562.00 for Invoice #1875.
- h. Authorize the City Manager to issue a purchase order to T&R Electric in the amount of \$26,398.00 for one 500 KVA remanufactured 3 phase 480/277-volt pad-mount transformer and to authorize payment.
- i. Approve the write-off of 150 delinquent utility accounts totaling \$43,829.46 for the 12-month period of 7/01/2019 through 6/30/2020.
- j. Approve payment to OMAG in the sum of \$132,681.64 for the Cushing Municipal Authority's portion of the insurance premium (to be paid from FY 2022-2023 budgeted funds).
- k. Authorize the City Manager to execute a contract with Mitsubishi Electric Power Products, Inc. for Contract No. CU-22-4M, 15kV Vacuum Circuit Breakers, Bid Schedules 1 and 2, in an amount up to \$110,686.00 for the Harmony Substation project, and to authorize payment.

- I. Authorize the City Manager to execute a contract with Modular Connections, LLC for Contract No. CU-22-5M, Control Buildings, Bid Schedule No. 1, in an amount up to \$201,993.00 for the Harmony Substation project, and to authorize payment.
- m. Authorize the City Manager to execute a contract with Fiberglass Tank Solutions for Contract No. CU-22-7M, Oil Containment Tank, in an amount up to \$24,335.93 for the Harmony Substation project, and to authorize payment.
- n. Recognize non-pay utility report for City operations and public facilities for 05/31/22 billing period.
- o. Recognize statement of cash and investments as of May 31, 2022.

**4. Items Removed from Consent Agenda**

**5. General Business**

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

**6. Resolutions**

- a. **RESOLUTION NO. 02-2022:** A resolution to adopt the Fiscal Year 2022-2023 Budget for the Cushing Municipal Authority.
- b. **RESOLUTION NO. 03-2022:** A resolution authorizing the City Manager to execute a professional services agreement with Professional Engineering Consultants, P.A. in an amount up to \$116,500.00 for the design and preparation of plans for the replacement of the existing sanitary sewer line connecting to the Old Drake Addition, and to authorize payment.
- c. **RESOLUTION NO. 04-2022:** A resolution authorizing the City Manager to execute an engineering services agreement with Holloway, Updike & Bellen, Inc. (HUB) Engineers in an amount up to \$59,500.00 for services related to the purchase and installation of an Advanced Metering Infrastructure (AMI) system, and to authorize payment.

**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.

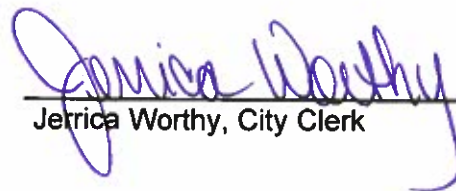
**8. Other New Business, if any, which has arisen since the posting of the Agenda and could not have been anticipated prior to the time of the posting (25 O.S. §311 (9)).**

**9. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:25 AM on June 17, 2022.



Terry Brannon, City Manager



Jerrica Worthy, City Clerk

**NOTICE OF REGULAR MEETING AND AGENDA  
OF THE BOARD OF TRUSTEES  
CUSHING HOSPITAL AUTHORITY  
JUNE 20, 2022  
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.

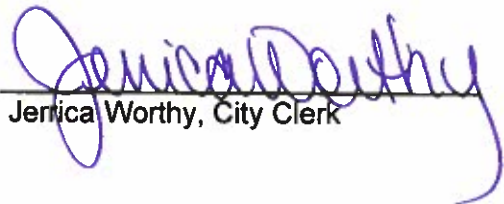
- 1. Call to Order**
  - a. Roll Call
  - b. Declaration of Quorum
  
- 2. Consent Agenda**
  - a. Approve minutes: May 16, 2022 (Special Joint meeting with the Trustees of the Cushing Industrial Authority)
  - b. Approve budget amendment: Amend the FY 2021-2022 Cushing Hospital Authority budget
  
- 3. General Business**
  - a. Authorize the Vice-Chairman, Board of Trustees, to execute an employment agreement with Jonathan Huseman for the position of City Attorney.
  
- 4. Resolutions**
  - a. **RESOLUTION NO. 03-2022:** A resolution to adopt the FY 2022-2023 Cushing Hospital Authority budget.
  
- 5. 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.
  
- 6. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 10:35 AM on June 17, 2022.



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Terry Brannon, City Manager



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Jerrica Worthy, City Clerk

**NOTICE OF REGULAR MEETING AND AGENDA  
OF THE BOARD OF TRUSTEES  
CUSHING INDUSTRIAL AUTHORITY  
June 20, 2022  
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:

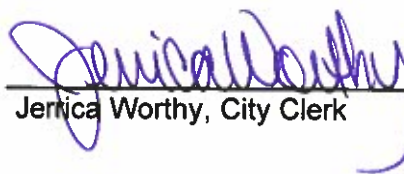
- 1. Call to Order**
  - a. Roll Call
  - b. Declaration of Quorum
  
- 2. Consent Agenda**
  - a. Approve claims totaling: \$8,775.33
  - b. Approve budget amendment: Amend the FY 2021-2022 Cushing Industrial Authority budget.
  - c. Accept bid of Build IT, LLC in the amount of \$19,500.00 and approve the sale of surplus property described as Lots One (1) and Two (2) in Block Fifty-Three (53), South Addition to the City of Cushing, Payne County, Oklahoma aka 223 East Broadway
  
- 3. Items Removed from Consent Agenda**
  
- 4. General Business**
  - a. Authorize the Vice-Chairman, Board of Trustees, to execute an employment agreement with Jonathan Huseman for the position of City Attorney
  
- 5. Resolutions**
  - a. **RESOLUTION NO. 02-2022:** A resolution to adopt the FY 2022-2023 Cushing Industrial Authority Budget.
  
- 6. 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.
  
- 7. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 11:45 am on June 17, 2022.



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Terry Brannon, City Manager



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Jerica Worthy, City Clerk

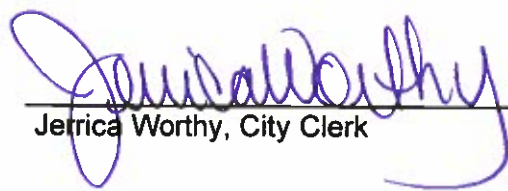
**NOTICE OF REGULAR MEETING AND AGENDA  
OF THE BOARD OF TRUSTEES  
CUSHING EDUCATIONAL FACILITIES AUTHORITY  
JUNE 20, 2022  
7:00 PM CUSHING CITY HALL  
100 JUDY ADAMS BLVD.**

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 minutes: May 2, 2022 (Annual Organizational Meeting)
  - b. Approve budget amendment: Amend the FY 2021-2022 Cushing Educational Facilities Authority budget.
  
- 3. Items Removed from Consent Agenda**
  
- 4. General Business**
  - a. Authorize the Vice-Chairman, Board of Trustees, to execute an employment agreement with Jonathan Huseman for the position of City Attorney.
  
- 5. Resolutions**
  - a. **RESOLUTION NO. 01-2022:** A resolution to adopt the FY 2022-2023 Cushing Educational Facilities Authority budget.
  
- 6. 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.
  
- A. Adjournment.**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 10:35 a.m. on June 17, 2022.

  
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Terry Brannon, City Manager

  
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Jerrica Worthy, City Clerk