

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

**Wednesday, August 30, 2023  
12:15 PM 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**

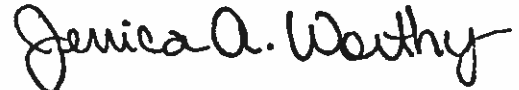
- a. Authorize the City Manager to issue a purchase order to the City of Stillwater in an amount up to \$9,391.52 for mutual aid assistance related to storm damage, and to authorize payment.
- b. Authorize the City Manager to issue a purchase order to Haynes Equipment Company in an amount up to \$17,000.00 for the purchase and installation of a rotor screen at the Wastewater Treatment Plant, and to authorize payment.

**3. Adjournment**

Filed in the office of City Clerk and posted on the main lobby entrance door of City Hall at 3:50 p.m. on August 25, 2023.



Derek Griffith, Assistant City Manager



Jerrica Worthy, City Clerk

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:** August 30, 2023                      **Agenda Item No:** 2A

**Subject:** **Severe Weather Storm Damage Assistance 06-18-23**

**Staff Resources:** Terry Brannon, City Manager  
Derek Griffith, Assistant City Manager  
Mike Starks, Electric Distribution Superintendent

**I. Summary:**

Following a severe wind event that caused significant tree and power infrastructure damage, the Electric Distribution division was heavily taxed and requested mutual aid assistance from the City of Stillwater, along with others, to aid in power restoration of our electrical grid. Stillwater crews worked in our community over a four (4) day period before being released.

**II. Fiscal Impact:**

Sufficient funding remains in the FY 22 – 23 budget (250-502-3540) to cover this unanticipated expense.

**III. Recommendation:**

Authorize the City Manager to issue a purchase order to the City of Stillwater in an amount up to \$9,391.52 for mutual aid assistance related to storm damage, and to authorize payment.



STILL PIONEERING

City of Stillwater  
723 S. Lewis St  
P.O. Box 1449  
Stillwater, OK 74076

# INVOICE

Invoice: 0000184583  
Customer No: C0003530  
Invoice Date: 08/16/2023  
Due Date: 09/16/2023

To: CITY OF CUSHING  
ATTN: ACCOUNTS PAYABLE  
PO BOX 311  
CUSHING, OK 74023

For questions concerning this invoice please contact  
(405) 742-8287  
accountsreceivable@stillwater.org

Invoice Date	Quantity	Description	Amount
08/16/2023	1.00	MUTUAL AID JUNE 2023 WORK ORDER # WF1109521	\$9,391.52
Total Due			\$9,391.52

### PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

Remit and make check payable to:



City of Stillwater  
P.O. Box 1449  
Stillwater, OK 74076

Invoice: 0000184583  
Customer No: C0003530  
Invoice Date: 08/16/2023  
Total Amount Due: \$9,391.52

Total 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:** August 30, 2023

**Agenda Item No:** 28

**Subject:** **Roto Screen Repair – Wastewater Treatment Plant**

**Staff Resources:** Terry Brannon, City Manager  
Derek Griffith, Assistant City Manager  
Tim Ervin, WWTP Superintendent

### **I. Summary**

As part of the operations of the wastewater treatment plant, two roto screens that work in alternate, capture and remove large debris that enters the plant. Early last year one (1) of the screens sustained damage from a large piece of debris and was left inoperable leaving us to rely on a single screen. If that screen were to fail it would leave the plant vulnerable to major damage and potentially off line. A proposal for parts to repair the damaged screen was received from Haynes Equipment Co., a sole source provider of the equipment, on July 25, 2022, for \$29,624.00. This proposal was presented to and approved by the Trustees on August 15, 2022, in an amount up to \$36,000.00. The additional funds represented anticipated labor costs with this repair. The repair has been on hold for over a year due to supply chain issues as well as Haynes Equipment not having the available staff to perform the work. Parts are now available, but Haynes will sub-contract the labor and installation to Howard Construction Inc. Since the time of the original quote, labor costs have increased and exceeded our estimates. Staff is requesting approval for an additional \$17,000.00 to complete the project.

### **II. Fiscal Impact:**

This action will not create a negative impact. There is sufficient funding within the capital outlay line for this project. (252-500-5561)

### **III. Recommended Action:**

Authorize the City Manager to issue a purchase order to Haynes Equipment Co. in an amount up to \$17,000.00 for the repair and installation of one (1) roto screen at the wastewater treatment plant, and to authorize payment.