

**MINUTES OF THE REGULAR SCHEDULED MEETING OF THE
DURANT CITY COUNCIL
ON JANUARY 11, 2011 AT 4:00 PM
ROSCOE J HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL**

CALL TO ORDER

Meeting was called to order at 4:18 pm by Mayor Jerry L. Tomlinson.

INVOCATION

Invocation was given by James Dalton, Emergency Management Director.

ROLL CALL

Present:	Mayor Jerry L. Tomlinson	City Manager James H. Dunegan
	Vice-Mayor Thomas Marcum	City Attorney Pat Phelps
	Council Member Bobby Story	City Clerk Leta McNatt
	Council Member Leon Sherrer	
	Council Member Jerry Polson	

Mayor Tomlinson stated for the record we have a quorum.

The Mayor welcomed City Attorney Pat Phelps back to duty.

ORDER OF BUSINESS

1. Consent Items
 - a. Consider Approval of Minutes for the City Council Regular Meeting of December 14, 2010 – *approved with correction; see 2.a. below*
 - b. Consider Approval of Claims – *approved*
 - c. Consider Budget Amendment 2011-04 – *approved*
 - d. Consider Award of Bid for Financing of Six (6) Chevrolet Tahoe SUVs with Police Equipment Installed (*Ref: Bid No. 2010-131*) – *approved*
 - e. Consider Resolution 2011-01 Supporting the Durant Main Street Program's Entry Into the Great American Main Street Awards Competition – *approved after discussion; see 2.e.*
 - f. Consider Approval of Agreement C-2011-02 with Utility Rebate Consultant Inc. for OG&E and ONG Utility Rebates – *approved after discussion; see 2.f.*
 - g. Consider Approval of Parade Routes, Necessary Street Closings, and Police Escort for Durant Area Chamber of Commerce Events:
No Action Taken; see 2.g.
 - (1) Magnolia Festival on Friday, June 3 and Saturday 4, 2011; and Magnolia Festival Children's Parade on Saturday, June 4, 2011, at 9:00 am
 - (2) Western Days Parade on Saturday, June 18, 2011, at 10:00 am
 - (3) Veteran's Day Parade on Friday, November 11, 2011, at 9:30 am
 - (4) Christmas Parade on Tuesday, December 6, 2011, at 6:00 pm
 - h. Consider Resolution 2011-02 in the Selection of Bridge Inspector from April 2011 to March 2013 – *approved after discussion; see 2.h.*
 - i. Consider Approval of Anti-Displacement Plan for Community Development Block Grant 14419 CDBG 10 (*Ref: C-2010-70*) – *approved*

Motion made by Council Member Polson and seconded by Council Member Story to approve Consent Items 1.b – 1.d. and 1.i. as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

2. Consideration of Items Removed from Consent Docket

Marcum: briefly discuss 1.a., 1.e., 1.f., 1.g., 1.h.

- 2.a. Consider Approval of Minutes for the City Council Regular Meeting of December 14, 2010

Correction to typo: it is Steward and Hauk not Steward and Howe in the December 14th Minutes, Item 2.k., "Consider Acceptance of Real Property Gift to City Located at the Northwest Corner of NE 4th Avenue and Highway 70."

Motion made by Vice Mayor Marcum and seconded by Council Member Sherrer to approve Consent Item 2.a. as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

2.e. Consider Resolution 2011-01 Supporting the Durant Main Street Program's Entry Into the Great American Main Street Awards Competition

Program Manager, Beverly Hemphill, was present at Council Meeting. The Durant Main Street Program has been selected among other top-scoring applicants from a nationwide pool of applicants. On behalf of City Council, Mayor Tomlinson expressed pride in the accomplishments of the Durant Main Street Program and they are very pleased that the Program has been recognized as one of the top 10 competitors / applicants for this award. Motion made by Vice Mayor Marcum and seconded by Council Member Sherrer to approve Consent Item 2.e., Resolution 2011-01 as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

2.f. Consider Approval of Agreement C-2011-02 with Utility Rebate Consultant Inc. for OG&E and ONG Utility Rebates

Mayor Tomlinson wished to point out that under the Assistant City Manager's initiative and direction, the City has saved some money through utility rebates. Ralph Houser gave examples of these rebate savings, and there is a significant difference in some of the larger City accounts. Savings are somewhere around \$15,000/year with OG&E (electric rates) and ONG (sales tax).

Motion made by Council Member Polson and seconded by Vice Mayor Marcum to approve Consent Item 2.f. as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

2.g. Consider Approval of Parade Routes, Necessary Street Closings, and Police Escort for Durant Area Chamber of Commerce Events

No Action Taken. Item will be placed on the upcoming meeting agenda.

2.h. Consider Resolution 2011-02 in the Selection of Bridge Inspector from April 2011 to March 2013

The City will bear 20 percent of the total bridge inspection cost with an 80 percent Federal match. Discussion by Vice Mayor Marcum, Assistant City Manager Houser, and Emergency Management Dalton regarding associated costs, choosing from the list of ODOT approved inspectors, how bridge inspections are staggered so many per year, and that these inspections do not include state highway bridges.

Motion made by Vice Mayor Marcum and seconded by Council Member Story to approve Consent Item 2.h., Resolution 2011-02 to contract with Benham Companies as presented.

Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

3. Information Items

a. Department Reports for December 2010

b. City Boards, Committees, and Commissions Minutes for December 2010

c. Reynolds Foundation Grant Report

City of Durant Assistant City Manager Ralph Houser: landscaping has begun. The plan is to finish the project by the end of March 2011. Furniture, fixtures, and equipment are scheduled for the latter part of March 2011.

d. City Projects Update

No action; information only.

e. Architect Shane Knight of "Theorem" – Presentation on the New Law Enforcement Center Project

The progress of the new Law Enforcement Center, a design-build project: Chief Durward Cook provided an historical perspective of planning for this project, and Mr. Shane Knight provided an overview of the design and current progress.

The Law Enforcement Center will have a central communications core with major branches coming off that core. It is a great concept, but they had to adapt it to a linear site. Extra space has been added for future expansion of the center (e.g., by using modular furniture and no "built ins," class rooms can become offices when designation changes occur).

So that operations can continue in the event of a natural disaster, the Central Communications and 911 Dispatch are also designed to become a storm shelter (cement ceiling and walls). In the secure parking area there will also be power-up generators installed for a FEMA emergency trailer command center.

The one-story law enforcement center will be approximately 17,000 sq ft. Exterior materials used are in keeping with the similar colors and materials of other city buildings; brick will be tan, brown, and red. Metal roofing will be a stone gray color with low sheen to reduce highway glare. The aluminum store front will provide natural light. The glass wall is 1.5 stories high and, because it faces the west, there will be a porch ceiling 12-14 ft deep (reducing energy bills).

4. Administration

- a. Consider Approval of RFAP No. 2011-002 to Authorize Expenditures for the Purchase of Landscaping and Sidewalks at the DW Reynolds Community Center & Library

Assistant City Manager Ralph Houser: The landscaping rebid was previously approved at the December Council meeting. This action is to request Council's approval to authorize the expenditure for landscaping. After contribution of SODA Grant and ODOT funds, the City of Durant expense is \$1,555.

Motion made by Vice Chair Marcum and seconded by Council Member Sherrer to approve RFAP No. 2011-002. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

- b. Consider Award of Bid to for Masonry at the new Law Enforcement Center

No Action Taken. It will be placed on the upcoming meeting agenda.

- (1) Consider Approval of Agreement C-2011-03 with Goolsby Masonry, Inc. for Masonry at the new Law Enforcement Center

No Action Taken. It will be placed on the upcoming meeting agenda.

- c. Consider Approval of Agreement C-2011-01 with Branco Enterprises, Inc. for Renovation of the Municipal Swimming Pool

In Mr. Yandell's absence, Assistant City Manager Ralph Houser stated that the bid for the renovation of the municipal swimming pool was awarded to Branco Enterprises, Inc. at the December Council meeting, and this is the resulting contract that came from that bid. They would like to start so the City can open the pool by middle of May 2011. Attorney Phelps reviewed the contact and it appears to be in order.

Motion made by Vice Chair Marcum and seconded by Council Member Sherrer to approve C-2011-01 with Branco Enterprises, Inc. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

- d. Consider Approval of Payment Agreement C-2011-04 for Materials on the Drainage Enhancement Project at Durant Multi Sports Complex (DMSC)

Mayor Tomlinson stated this agreement has been approved at the January 2011 Special meeting of the Durant Community Facilities Authority (DCFA).

Motion made by Council Member Polson and seconded by Council Member Story to approve C-2011-04. Motion carried with the following vote:
Aye: Polson, Sherrer, Story, Marcum, Tomlinson
Nay: None Abstain: None

- e. Consider Authorization to Approve 2011 Citizen Participation Plan for Community Development Block Grant (CDBG) Applications

City of Durant Grants Coordinator Becca Parr stated that this is an annual document submitted to City Council for approval. It is a requirement to implement identified activities at the time of grant application, including hearings to inform citizens of the proposed grant project and encourage citizen participation. The City of Durant will not apply for another CDBG grant until summer 2011, but it is always best to prepare ahead of time. Mayor Tomlinson commented that the notation within the document regarding posting notices at the library will need to change from "Robert L. Williams" to the "Donald W. Reynolds Community Center and Library."

Motion made by Vice Chair Marcum and seconded by Council Member Polson to approve the 2011 Citizen Participation Plan. Motion carried with the following vote:
Aye: Polson, Sherrer, Story, Marcum, Tomlinson
Nay: None Abstain: None

- f. Consider Authorization to Submit Summary for the 2011 Oklahoma Housing Finance Agency (OHFA) HOME Program

Coordinator Becca Parr stated that the City was awarded the OHFA Home Program grant in 2009, and that grant will be completed by the end of January 2011. The City of Durant did not apply for this grant in 2010. This request is to consider an application to reconstruct another three to four houses. The summary is a "luck of the draw" application and it goes into a lottery process. Out of the 120-130 entities that submit summaries, 30 names will be drawn out and invited to apply. If Durant's summary application is selected in the lottery process, then B. Parr will come back to ask if Council wants to apply for the application which will be due in May 2011.

Motion made by Council Member Story and seconded by Council Member Sherrer to authorize Summary Submission for the OHFA HOME Program. Motion carried with the following vote:
Aye: Polson, Sherrer, Story, Tomlinson
Nay: Marcum Abstain: None

Recessed out of regular session at 4:40 pm. Motion carried by Vice Mayor Marcum and seconded by Council Member Polson.

Reconvened into regular session at 4:48 pm. Motion carried by Council Member Sherrer and seconded by Vice Mayor Marcum.

5. Presentations

- a. Durant Fire Chief Steve Dow

Fire Chief Steve Dow has tenured his resignation for retirement, effective Jan 31, 2011. He expressed his appreciation to Council for their support of the City's fire department, and spoke highly of his employees and their dedication to public safety. On behalf of Council, Mayor Tomlinson congratulated Chief Dow and thanked him for his service.

- b. Employee Service Awards – 4th Quarter

Mayor Tomlinson stated this evening's 7 employees have a combined 85 years of service with the City of Durant: 2 employees at 5 years' service, 3 employees at 10 years' service, 1 employee at 20 years' service, and 1 employee at 25 years' service. There are consistently the same number of employees which speaks well for the City of Durant as a good employer, and that we have good employees. City Manager Dunegan stated City of Durant employees are service minded, take their jobs to heart, and do it well.

Mayor Tomlinson reminded the audience that hearings are open to the public in opposition to or in favor of the item presented.

6. Public Hearings

- a. Public Hearing to Discuss 2011 Oklahoma Department of Tourism and Recreation Land and Water Conservation Fund (LWCF) Grant for a Parking Lot Serving Lloyd Plyler Park and a Splash Pad at Keithley Park

This hearing is to provide a clear explanation of the proposed projects and to give an opportunity for citizens to discuss with city officials and fellow citizens the projects, the community needs, and community development priorities in the community.

Becca Parr, Grants Coordinator for the City of Durant: The City currently has a grant funded by the Land and Water Conservation Fund (LWCF). Although that grant project is still open, the City is allowed to apply for another fund request. The state of Oklahoma has an outdoor recreation comprehensive plan, and the City is meeting the requirements through these projects.

If awarded, this particular grant is to be used for different outdoor recreation facilities, and the City must maintain these as outdoor recreation. The total project estimate is approx. \$360,000. The guidelines require a 50% match, so the City's responsibility is approx. \$180,000 (10% cash and 40% in the form of in-kind labor and equipment). There is a \$25,000 donor commitment from Kiwanis, and a \$50,000 private donor commitment. The proposed parking lot to serve Lloyd Plyler Park would allow more parking for parents and families watching sporting events. The proposed splash pad can be turned off at night and will have no standing water so it will not require any lifeguards.

Mayor Tomlinson stated that the splash park has been on the radar for a few years and has been under discussion in the parks committees. Donors were involved with the City from the original concept. Mayor Tomlinson requested B. Parr provide sample pictures of the splash pads for next Council meeting.

No action required.

- b. Consider Authorization to Apply for 2011 Department of Tourism Land and Water Conservation Fund (LWCF) Grant for a Parking Lot Serving Lloyd Plyler Park and a Splash Pad at Keithley Park

This grant application is due by January 28, 2011. The final budget for these two projects will be submitted at a special council meeting to approve final application items.

Motion made by Vice Chair Marcum and seconded by Council Member Sherrer to approve request to submit grant application to the 2011 Department of Tourism LWCF. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

7. New Business

No New Business at this time.

ADJOURNMENT

Motion made at 5:43 pm to adjourn as declared by Mayor Tomlinson. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson

Nay: None Abstain: None

**MINUTES OF THE REGULAR SCHEDULED MEETING OF
THE DURANT CITY UTILITIES AUTHORITY (DCUA)
ON JANUARY 11, 2011 AT 4:00 PM
ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL**

CALL TO ORDER

Meeting was called to order at 5:54 pm by Chairman Jerry L. Tomlinson.

ROLL CALL

Present:	Chairman Jerry L. Tomlinson	City Manager James H. Dunegan
	Vice-Chairman Thomas Marcum	City Attorney Pat Phelps
	Trustee Bobby Story	Secretary Leta McNatt
	Trustee Leon Sherrer	
	Trustee Jerry Polson	

Chairman Tomlinson stated for the record we have a quorum.

ORDER OF BUSINESS

1. Consent Items
 - a. Consider Approval of Minutes for the Durant City Utilities Authority Regular Meeting of December 14, 2010 – *Approved*
 - b. Consider Approval of Claims – *Approved*

Motion made by Trustee Sherrer and seconded by Vice Chair Marcum to approve the Consent Items 1.a. – 1.b. as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson
Nay: None Abstain: None

2. Consideration of Items Removed from Consent
No action required.
3. Information Items
 - a. Department Reports for December 2010
 - b. Utility Billing Summary for December 2010

No action; information only

4. New Business

No New Business at this time.

ADJOURNMENT

Motion made at 5:55 pm to adjourn as declared by Chair Tomlinson. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson
Nay: None Abstain: None

**MINUTES OF THE REGULAR SCHEDULED MEETING OF THE
DURANT AIRPORT AUTHORITY (DAA/Airport)
ON JANUARY 11, 2011 AT 4:00 PM
ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL**

CALL TO ORDER

Meeting was called to order at 5:55 pm by Chairman Jerry L. Tomlinson.

ROLL CALL

Present:	Chairman Jerry L. Tomlinson	City Manager James H. Dunegan
	Vice-Chairman Thomas Marcum	City Attorney Pat Phelps
	Trustee Bobby Story	Secretary Leta McNatt
	Trustee Leon Sherrer	
	Trustee Jerry Polson	

Chairman Tomlinson stated there is a quorum.

ORDER OF BUSINESS

1. Consent Items
 - a. Consider Approval of Minutes for the Durant Airport Authority Regular Meeting of December 14, 2010 – *Approved*
 - b. Consider Approval of Claims – *no claims submitted for approval*
 - c. Consider Approval of Job Description and Salary for Two (2) Part-Time Maintenance Workers for the New Airport Terminal – *Approved*
 - d. Consider Approval to Authorize the Update of the Personnel Schedule (relating to 1.c. above) – *Approved*

Motion made by Vice Chair Marcum and seconded by Trustee Sherrer to approve Consent Items 1.a. – 1.d. as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson
Nay: None Abstain: None

2. Consideration of Items Removed from Consent Docket
No action required.
3. Information Items
 - a. Department Reports for December 2010
 - b. Boards, Committees, and Commissions Minutes for December 2010
 - c. Airport Terminal Update: Per Chair Tomlinson, February 15th is the airport terminal completion date.
No action; information only
4. New Business
No New Business at this time.

ADJOURNMENT

Motion made to adjourn at 5:58 pm by declaration of Chair Tomlinson. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson
Nay: None Abstain: None

**MINUTES OF THE REGULAR MEETING OF THE
DURANT DEVELOPMENT AUTHORITY (DDA)
ON JANUARY 11, 2011 AT 4:00 PM
ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL**

CALL TO ORDER

Meeting was called to order at 5:58 pm by Chairman Jerry L. Tomlinson.

ROLL CALL

Present:	Chairman Jerry L. Tomlinson	City Manager James H. Dunegan
	Vice-Chairman Thomas Marcum	City Attorney Pat Phelps
	Trustee Bobby Story	Secretary Leta McNatt
	Trustee Leon Sherrer	
	Trustee Jerry Polson	

Chairman Tomlinson stated for the record we have a quorum.

ORDER OF BUSINESS

1. Consent Item
 - a. Consider Approval of Minutes for the Durant Development Authority Regular Meeting of December 14, 2010 – *Approved*

Motion made by Vice Chair Marcum and seconded by Trustee Sherrer to approve Consent Item 1.a. as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Marcum, Tomlinson
Nay: None Abstain: None
2. Consideration of Items Removed from Consent Docket
No action required.
3. Information Items
 - a. Durant School District Sales Tax Revenue Disbursements – current month
No action required.
4. New Business
No New Business at this time.

ADJOURNMENT

Motion made to adjourn at 5:59 pm by declaration of Chair Tomlinson. Motion carried with the following vote:
Aye: Polson, Sherrer, Story, Marcum, Tomlinson
Nay: None Abstain: None