

**MINUTES OF THE REGULAR SCHEDULED MEETING OF THE
DURANT CITY COUNCIL
ON DECEMBER 13, 2011 AT 4:00 PM
ROSCOE J HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL**

CALL TO ORDER

Meeting was called to order at 4:52pm 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
Council Member Leon Sherrer City Attorney Pat Phelps
Council Member Jerry Polson City Clerk Leta McNatt
Council Member Bobby Story

Absent: Vice-Mayor Thomas Marcum (*out of town*)

Mayor Tomlinson stated for the record we have a quorum.

ORDER OF BUSINESS

1. Consent Items

- a. Consider Approval of Minutes for the City Council Regular Meeting of November 8, 2011 – *approved*
- b. Consider Approval of Minutes for the City Council Special Meeting of November 14, 2011 – *approved*
- c. Consider Approval of Minutes for the City Council Special Meeting of November 22, 2011 – *approved*
- d. Consider Approval of Claims – *approved*
- e. Consider Approval of Budget Amendment 2012-05 – *approved*
- f. Consider Approval of Meetings Schedule for Durant City Council for Calendar Year 2012 – *approved*
- g. Consider Approval of City of Durant Employee Holiday Schedule 2012 – *approved*
- h. Consider Recommendation from Oklahoma Municipal Assurance Group (OMAG) Regarding Tort Claim of Tashaye Doss – *approved to deny claim*
- i. Consider Acceptance of Final Funding by the Reynolds Foundation for Project Work at the Donald W. Reynolds Community Center and Library (RFAP 2011-202) – *approved*
- j. Consider Acceptance of Receipt of Permit for Construction of Water Line Extension Serving Future Development Along REI Roadway from the Oklahoma Department of Environmental Quality (Ref: ODEQ Permit WL000007110645) – *approved*

Motion made by Council Member Polson and seconded by Council Member Sherrer to approve Consent Items 1.a. – 1.j. as presented. Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

2. Consideration of Items Removed from Consent Docket:

No Action Taken.

3. Information Items

- a. Department Reports for November 2011
 - b. City Boards, Committees, and Commissions Minutes for November 2011
 - c. Reynolds Foundation Grant Report
 - d. City Projects Update
- No Action; Information only

- e. **Consider Acceptance of 2012 Meeting Schedules:**
 - 3.e.(1) Durant Board of Adjustment (BOA)
 - 3.e.(2) Durant Community Facilities Authority (DCFA)
 - 3.e.(3) Durant Economic Development Council
 - 3.e.(4) Durant Industrial Authority (DIA)
 - 3.e.(5) Highland Cemetery Board
 - 3.e.(6) Library Board
 - 3.e.(7) Municipal Planning Commission
 - 3.e.(8) Parks & Recreation Advisory Board (PAB)

Motion made by Council Member Polson and seconded by Council Member Story to accept 2012 Meeting Schedules as presented. Motion carried with the following vote:

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

Motion made at 5:00pm to recess out of Regular Council Session and into Public Presentations Session. Reconvened into Regular Council Session/Administrative Items at 5:10pm as declared by Mayor Tomlinson.

4. Administrative Items

- a. Consideration and Action on Resolution 2011-49 Approving the Incurrence of Indebtedness by the Durant Community Facilities Authority (the "Authority") Issuing its Sales Tax Revenue Refunding Note, Series 2011 (the "Note"); Providing That the Organizational Document Creating the Authority is Subject to the Provisions of the Indenture(s) Authorizing the Issuance of Said Note; Waiving Competitive Bidding With Respect to the Sale of Said Note and Approving the Proceedings of the Authority Pertaining to the Sale of Said Note; Approving and Authorizing Execution of Sales Tax Pledge Documentation; and Containing Other Provisions Relating Thereto.

Presentation and materials provided to City Council by The Public Finance Law Group PLLC and Municipal Finance Services, Inc.

At the earlier meeting of the Durant Community Facilities Authority (DCFA), the Resolution was approved by the Authority to issue funding. The City is the beneficiary of the DCFA. The DCFA recognizes the opportunity to reduce the debt and save money that can be applied over the years. Bank of America and First United Bank provided quotes. First United Bank offers 3.1% to finance the 2004 bonds outstanding. Three-quarters vote is required to pass this Resolution.

Motion made by Council Member Polson and seconded by Council Member Story to approve Resolution 2011- 49 as presented. Motion carried with the following vote:

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

- b. Consider Adopting a Mutual Aid Agreement for Emergency Services with the City of Sherman, TX and Grayson County, TX (C-2011-80)

It is requested that the City of Durant authorize the Director of Emergency Management to enter into this mutual aid agreement on the City's behalf with the City of Sherman TX and Grayson County. Its purpose is to provide for mutual assistance between the cities entering into this agreement. Emergency Management Director James Dalton introduced Jeff Jones from the Sherman Fire Dept. Mr. Jones also serves as the emergency manager for the City of Sherman. Over the years they have had the opportunity to help one another but with no structure. They have help now with the Office of Emergency Management (OEM) to put together a Memo of Understanding (MOU) so that it will expedite getting help. Each side has always been willing to assist with resources; this will help us have a smoother transition and cooperation. We are breaking ground here; we will expand it to other cities in future.

Motion made by Council Member Polson and seconded by Council Member Sherrer to approve C-2011-80. Motion carried with the following vote:

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

c. **Government Services Administration (GSA) Remodel at City Hall:**

GSA should be approving these bids soon and it is asked of Council for approval of bids to be contingent upon GSA approval of same. This action should speed this project up by 1-to-2 months which otherwise would be required for future monthly council meetings to approve bids and to approve contracts after GSA / bid approvals. The bids/entire project has come in a little higher cost than was estimated a year ago. We may have to renegotiate lease terms with GSA. Assistant City Manager Ralph Houser – Recommendation that Council award bids contingent upon GSA accepting bids.

4.c.(1) Consider Awarding Bids for GSA Remodel

Motion made by Council Member Story and seconded by Council Member Polson to award bids for GSA Remodel, contingent upon GSA accepting bids. Motion carried with the following vote:

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

4.c.(2) Consider Authorizing Mayor / City Manager to Sign GSA Bidder Contracts

Motion made by Council Member Sherrer and seconded by Council Member Polson to authorize Mayor / City Manager to sign GSA Bidder Contracts, contingent upon GSA accepting bids. Motion carried with the following vote:

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

d. Consider Memorandum of Understanding (MOU) to Authorize Oklahoma Department of Transportation (ODOT) to Use City Right of Way and Easements to Install Fiber Optic Lines

The Department of Transportation (ODOT) received a federal grant to install fiber optic lines. The Memo of Understanding (MOU) is to authorize ODOT to use City right-of-way (ROW) easements to install fiber optic lines. The Memo of Understanding (MOU) is for ODOT to agree to allow City facilities to use this fiber for City networking. There is no cost to the City of Durant for the Memorandum of Understanding (MOU). If ODOT agrees to the addendum for free City fiber network access, it will save the City \$1,000 per month in operating costs to the new PD/Public Safety building (\$240,000 over 20 years). The addendum would also allow the City to connect the fire substation and swimming pool, and network back to City Hall, both of which would need fiber network access for InCode use. ODOT plans to have this fiber network up and running prior to July 2013.

Motion made by Council Member Polson and seconded by Council Member Story to approve Memorandum of Understanding as presented. Motion carried with the following vote:

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

e. Consider Rejection or Acceptance of Mineral Lease for a Portion of the Landfill (C-2011-81)

The proposed lease gives full surface and water rights to the lessee. Either of these terms could be a big impediment to the future of the landfill and for the future ability of the City to produce well water. It is recommended that Council not accept this lease. City Attorney has also reviewed this lease.

Motion made by Council Member Story and seconded by Council Member Polson to deny C-2011-81. Motion carried with the following vote:

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

- f. Consider Employment Status Change from Temporary Part-time Employee to Part-time City Employee at the Grants Office

Council previously approved this temporary part-time position to assist the grants coordinator. Now that need has been established, it is more economical for the City that this position become a permanent, part time position rather than continuing to use the business staffing agency. Discussion among Council, Technical Projects Director Jerry Yandell and Grants Coordinator Becca Parr regarding improved productivity within the Grants Office, and how many hours the temporary employee must complete with the business staffing agency before being hired in a permanent position.

Initial Motion.

Motion made by Council Member Polson and seconded by Council Member Story to approve this permanent part time position.

Amended Motion.

Motion made by Council Member Polson and seconded by Council Member Story to approve this permanent part time position with a start date of January 3, 2012. Motion carried with the following vote:

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

- g. Consider Joint Binder Amendment for the Defined Contribution Plan for the City Manager and Assistant City Manager

This amends the previous plan which was originally effective July 1, 2007. The effective date of this Joinder Agreement is January 1, 2012, except as otherwise stated in the Plan and the Joinder Agreement.

Motion made by Council Member Story and seconded by Council Member Story to approve Joint Binder Amendment as presented. Motion carried with the following vote:

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

- h. Consider Ordinance 1673 Amending Employee Retirement Defined Contribution Plan for City Manager and Assistant City Manager

Motion made by Council Member Polson and seconded by Council Member Sherrer to approve Ordinance 1673, Sections 1-4. Motion carried with the following vote:

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

Motion made by Council Member Sherrer and seconded by Council Member Polson to approve Ordinance 1673, Section 5. Motion carried with the following vote:

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

- i. Consider Agreement with Blackburn Plumbing to Lease Portable Toilets at Selected Park Facilities (C-2011-82)

Recreation Marketing Manager Jordan Clark – The City’s park restrooms are not insulated or heated and must be turned off and winterized to prevent severe freezing damage. However, parks are used during winter months, and the lack of facilities has led to citizen complaints and vandalism of restrooms. Bids were solicited from 3 different companies. Out of the 3 bids, two were the same price, and one was higher than both. Blackburn Plumbing provided the best overall bid, and will check portable toilets daily rather than weekly. Portable toilets can be anchored to the ground and is recommended at the following locations: Carl Albert, Rocket Park, DMSC soccer fields, DMSC softball fields, and DMSC baseball fields.

Motion made by Council Member Story and seconded by Council Member Sherrer to approve C-2011-82. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

j. Model 5000 Packer Body for Dumpster Truck Pick Up in Downtown Durant:

Currently we have a 1994 Heil packer body on a 2006 chassis, and it now needs to be replaced. The new body will last 15 years. The department uses 2 refuse trucks that pick up 2 yard and 4 yard dumpsters, both purchased in 2000. It is recommended to use the one that is replaced as a backup truck. The new packer body can be placed on the 2006 cab and chassis to use for a dumpster truck. HGAC buy board price is \$78,529.98.

4.j.(1) Consider Authorization to Spend for Model 5000 Packer Body from United Engines (RFAP 2011-199)

Motion made by Council Member Polson and seconded by Council Member Story to approve RFAP 2011-199 as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

4.j.(2) Consider Authorization to Bid for Financing of Model 5000 Packer Body (RFAP Bid 2011-200)

Requesting authorization for the City Treasurer to send out financing bid for the Heil DPF 5000 High Compaction Rear Loader Refuse Compactor Body. The amount is \$78,529.98. Motion made by Council Member Polson and seconded by Council Member Sherrer to approve RFAP Bid 2011-200 as presented. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

k. Two 2012 Chevrolet Model 1500 Single Cab 4x4 Trucks for Use by the Waste Water Treatment Plant and Water Treatment Plant

These two plants are in need of these trucks to replace a 1999 dodge and a 2001 ford truck. The current trucks are no longer dependable and break down often. Quotes have been received for these trucks locally and out of town.

4.k.(1) Consider Authorization to Spend for Two 2012 Single Cab Trucks (RFAP 2011-197)

Motion made by Council Member Sherrer and seconded by Council Member Story to approve RFAP 2011-197. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

4.k.(2) Consider Authorization to Bid for Financing of Two 2012 Single Cab Trucks (RFAP Bid 2011-198)

Requesting authorization for the City Treasurer to send out financing bid for two 2012 Chevrolet 1500 Single Cab Trucks. The total amount is \$39,974. Motion made by Council Member Polson and seconded by Council Member Story to approve RFAP Bid 2011-198. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

Grants Coordinator Becca Parr – requested Administrative Item 4.m. be presented before 4.l.
City Attorney Phelps – no problem with moving the order of these items.

I. Community Development Block Grant 14722 CDBG-ED – Eagle Suspensions, Inc.:

City Council accepted this grant at the September 13, 2011 meeting. The grant award in the amount of \$500,000 will provide funding for railway and drainage improvements benefitting the Eagle Suspensions expansion and new job creations. Release of Funds requires that Council approves the following documents: a Resolution, an Ordinance, and a Statement of Compliance to ensure acquiescence with the procurement process.

4.l.(1) Consider Resolution 2011-47 (Job Tracking)

Motion made by Council Member Story and seconded by Council Member Polson to approve Resolution 2011-47. Motion carried with the following vote:

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

4.l.(2) Consider Approval of Statement of Compliance

Motion made by Council Member Polson and seconded by Council Member Sherrer to approve Statement of Compliance. Motion carried with the following vote:

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

4.l.(3) Consider Approval of Ordinance 1674 (Job Tracking)

Discussion – Why have both a Resolution and an Ordinance? It is required for the Department of Commerce.

Motion made by Council Member Polson and seconded by Council Member Story to approve Ordinance 1674, Sections 1-2. Motion carried with the following vote:

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

Motion made by Council Member Polson and seconded by Council Member Story to approve Ordinance 1674, Section 3. Motion carried with the following vote:

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

m. Consider Approval of Railroad Spur, Utility and Drainage Easements for Improvements to Eagle Suspensions, Inc.

This easement relates to #3 in the Statement of Compliance and grants railroad spur, utility and roadway easements for improvements to Eagle Suspensions, Inc. Motion made by Council Member Polson and seconded by Council Member Story to approve easements for improvements to Eagle Suspensions Inc as presented. Motion carried with the following vote:

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

n. Consider Acceptance of the STOP VAWA (Violence Against Women) Grant Award for the amount of \$63,916.00 (C-2011-84)

The purpose of the STOP (Services-Training-Officers-Prosecutors) Violence Against Women Grant Program is to develop and strengthen the criminal justice system's response to violence against women and to support and enhance services for victims. The Durant Police Department has received notification from the Oklahoma District Attorneys Council that it has been awarded a 12-month grant (for year 2012) for the purpose of enforcing prevention of violence against women. These crimes include domestic abuse, stalking and dating violence. The grant is designated for the

salary of the VAW Investigator. There are no matching funds required from the City. Motion made by Council Member Polson and seconded by Council Member Story to Accept the STOP VAWA grant award (C-2011-84). Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

o. Commercial Grade Exercise Equipment at the Durant Law Enforcement Center:

The Police Department requests authorization to bid for commercial grade equipment at the new Law Enforcement Center's fitness facility to include strength machines, weights, aerobic exercise machines and defensive tactics floor mats, wall mats and other related items. The requested equipment to be bid will enable the police officers a unique opportunity to stay physically fit with the added ease and availability of their own facility. Upon bid opening, the Police Department will return to the next council meeting for bid award or contract approval. The funds for this equipment is dependent upon Council authorization, and acceptance and receipt of the \$40,000 gift/donation by Durant citizen Ms. Audrey Mayer. She would like to adopt the new Law Enforcement Center's fitness facility to fund commercial grade equipment. Introduction of Ms. Audrey Mayer and her vision – it is a great law enforcement center. These men lay down their lives and don't make big dollars. She would like to donate funds for solid equipment for the police officers' fitness center.

4.o.(1) Consider Acceptance of Gift/Donation from Ms. Audrey Mayer

Motion made by Council Member Polson and seconded by Council Member Story to accept Ms. Audrey Mayer's gift for the Durant Police Department. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

Mayor Tomlinson – on behalf of the City of Durant, the gift is gladly accepted with thanks and appreciation expressed to Ms. Audrey Mayor.

4.o.(2) Consider Authorization to Bid for Commercial Grade Equipment (RFAP Bid 2011-193)

Motion made by Council Member Polson and seconded by Council Member Story to authorize RFAP Bid 2011-193. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

p. Consider Authorization to Amend RFAP 2010-014 for Public Safety / Law Enforcement Center Construction

Motion made by Council Member Polson and seconded by Council Member Story to authorize amendment to RFAP 2010-014. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

q. Consider Authorization to Bid for Sidewalk Construction Materials for the Oklahoma Department of Transportation (ODOT) Safe Routes to School Project (RFAP Bid 2011-206) [Ref: SRS-155F(710)ST, State Job 26337(05) Project Number 1002]

Competitive bidding includes concrete, screenings, tactile strips/plates, and sod. Staff will proceed with bid process as soon as possible to expedite the infrastructure construction schedule.

Technical Projects Director Jerry Yandell – Part of the grant project is to put sidewalks 13 blocks around the school, to add ADA access and crosswalk markings, etc., improving the neighborhood in the area around Washington Irving school. This is all on City easements. There were sidewalks but not accessible. Motion made by Council Member Polson and seconded by Council Member Story to authorize RFAP Bid 2011-206. Motion carried with the following vote:

Aye: Polson, Sherrer, Story, Tomlinson

Nay: None Abstain: None

Presentations, Public Hearings and Citizen Requests – 5:00 p.m.

5. Presentations

a. Recognition of Various Contributions to the City of Durant by Ms. Audrey Mayer

Fraternal Order of Police/FOP President Scott Phelps publically recognized Ms Audrey Mayer with a plaque from the FOP and the Durant Police Department. She has been a friend of law enforcement for some time now, and has significantly helped officers who have been down and out and the injured in the hospital with her kindness and selfless generosity. It has been well appreciated. On behalf of City Council, Mayor Tomlinson also expressed thanks and appreciation.

b. Oklahoma Municipal League (OML) Service Awards

Public recognition by the Oklahoma Municipal League to those employees who have served 25 or more years in municipal government. City Manager Dunegan expressed appreciation for their years of service as workers and leaders.

6. New Business

No New Business at this time.

ADJOURNMENT

Motion made at 5:57pm by Council Member Polson and seconded by Council Member Sherrer. Motion to adjourn as declared by Mayor Tomlinson.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF
THE DURANT CITY UTILITIES AUTHORITY (DCUA)
ON DECEMBER 13, 2011 AT 4:00 PM
ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL**

CALL TO ORDER

Meeting was called to order at 5:57pm by Chair Jerry L. Tomlinson.

ROLL CALL

Present: Chair Jerry L. Tomlinson City Manager James H. Dunegan
Trustee Leon Sherrer City Attorney Pat Phelps
Trustee Jerry Polson Secretary Leta McNatt
Trustee Bobby Story

Absent: Vice-Chair Thomas Marcum (*out of town*)

Chair 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 November 11, 2011 – *Approved*
 - b. Consider Approval of Claims – *Approved*
 - c. Consider Approval of Meetings Schedule for Durant City Utilities Authority for Calendar Year 2012 – *Approved*

Motion made by Trustee Polson and seconded by Trustee Story to approve Consent Items

1.a. – 1.c. as presented. Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

2. Consideration of Items Removed from Consent

No Action Taken.

3. Information Items (No action; information only)

- a. Department Reports for November 2011
- b. Utility Billing Summary for November 2011

4. Administrative Items

- a. Consider Authorization to Bid for Financing of Model 5000 Packer Body for Dumpster Truck Pick Up in Downtown Durant (RFAP Bid 2011-200)

Authorization requested for City Treasurer to send out financing bid for the Heil DPF 5000 High Compaction Rear Loader Refuse Compactor Body. The amount is \$78,529.98. Motion made by Trustee Polson and seconded by Trustee Story to approve RFAP Bid 2011-200 as presented.

Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

- b. Consider Authorization to Bid for Financing of Two 2012 Chevrolet Model 1500 Single Cab 4x4 Trucks for Use by the Waste Water Treatment Plant and Water Treatment Plant (RFAP Bid 2011-198)

Authorization requested for City Treasurer to send out financing bid for two 2012 Chevrolet 1500 Single Cab Trucks. The total amount is \$39,974. Motion made by Trustee Story and seconded by

Trustee Polson to approve RFAP Bid 2011-198 as presented. Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

- c. Consideration of Resolution 2011-50 Declaring an Emergency Regarding the Procurement of Materials, Labor and Equipment for Repair of Water Treatment Plant Clarifier #1

The clarifier drive is an integral part of the proper functioning of this clarifier. Since the clarifier drive has become inoperative, the capacity for water production has been reduced. Malfunction of the remaining clarifier, a serious water line breakage, or any other unforeseen situation could result in a water shortage. A declaration of emergency is requested (Resolution 2011-50) in order to expedite the repair of the clarifier drive unit by lifting the notice and bid requirements. It has been in operation since 1969 (42 years old), so we are limited to a single manufacturer who will have to retrofit this drive.

Motion made by Trustee Polson and seconded by Trustee Sherrer to approve Emergency Declaration Resolution 2011-50 as presented. Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

- d. Consider Request for Authorization to Contract/Spend for Repair of Water Treatment Plant Clarifier #1 (RFAP 2011-207)

The cost is approximately \$48,000 and we will also need a contractor to install it. Motion made by Trustee Sherrer and seconded by Trustee Story to approve RFAP 2011-207 as presented.

Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

5. New Business

No New Business at this time.

ADJOURNMENT

Motion made at 6:04pm by Trustee Polson and seconded by Trustee Story. Motion to adjourn as declared by Chair Tomlinson. Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

**MINUTES OF THE REGULAR SCHEDULED MEETING OF THE
DURANT AIRPORT AUTHORITY (DAA/Airport)
ON DECEMBER 13, 2011 AT 4:00 PM
ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL**

CALL TO ORDER

Meeting was called to order at 6:04pm by Chair Jerry L. Tomlinson.

ROLL CALL

Present: Chair Jerry L. Tomlinson City Manager James H. Dunegan
Trustee Leon Sherrer City Attorney Pat Phelps
Trustee Jerry Polson Secretary Leta McNatt
Trustee Bobby Story

Absent: Vice-Chair Thomas Marcum (*out of town*)

Chair Tomlinson stated for the record we have a quorum.

ORDER OF BUSINESS

1. Consent Items

- a. Consider Approval of Minutes for the Durant Airport Authority Regular Meeting of November 11, 2011 – *Approved*
- b. Consider Approval of Claims – no claims submitted for approval
- c. Consider Approval of Meetings Schedule for Durant Airport Authority for Calendar Year 2012 – *Approved*

Motion made by Trustee Story and seconded by Trustee Polson to approve Consent Items 1.a. – 1.c. as presented. Motion carried with the following vote:

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

2. Consideration of Items Removed from Consent Docket

No action required.

3. Information Items

- a. Department Reports for November 2011
- b. Airport Projects Update
- c. **Committees and Board Minutes for November 2011**

No action; information only

- d. **Consider Acceptance of** Meetings Schedule for Durant/Eaker Field Airport Advisory Board for Calendar Year 2012

Motion made by Trustee Polson and seconded by Trustee Story to accept meetings schedule as presented. Motion carried with the following vote:

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

4. Administrative Items

- a. Installation of New Beacon at Durant Regional Airport – Eaker Field

Three bids were received for the installation of the airport rotating beacon. All met specifications. Out of these three, the lowest qualified bidder is Third Generation Electrical, Inc. in the amount of \$19,900. Award of this bid to Third Generation is requested.

4.a.(1) Consider Award of Bid

Motion made by Trustee Polson and seconded by Trustee Story to award bid to Third Generation Electrical, Inc as presented. Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

4.a.(2) Consider Approval of Agreement with Third Generation Electrical for Installation of New Beacon (C-2011-83)

Motion made by Trustee Polson and seconded by Trustee Story to approve C-2011-83 as presented. Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

5. New Business

No New Business at this time.

ADJOURNMENT

Motion made at 6:08pm to adjourn by Trustee Polson, seconded by Trustee Story, and declared by Chair Tomlinson. Motion carried with the following vote:

Aye: Polson, Story, Sherrer, Tomlinson

Nay: None Abstain: None

**MINUTES OF THE REGULAR MEETING OF THE
DURANT DEVELOPMENT AUTHORITY (DDA)
ON DECEMBER 13, 2011 AT 4:00 PM
ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL**

CALL TO ORDER

Meeting was called to order at 6:08pm by Chair Jerry L. Tomlinson.

ROLL CALL

Present: Chair Jerry L. Tomlinson City Manager James H. Dunegan
Trustee Leon Sherrer City Attorney Pat Phelps
Trustee Jerry Polson Secretary Leta McNatt
Trustee Bobby Story

Absent: Vice-Chair Thomas Marcum (*out of town*)

Chair 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 November 11, 2011 – *Approved*
- b. Consider Approval of Meetings Schedule for Durant Development Authority for Calendar Year 2012 – *Approved*

Motion made by Trustee Story and seconded by Trustee Sherrer to approve Consent Item 1.a. – 1.b. as presented. Motion carried with the following vote:

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

2. Consideration of Items Removed from Consent Docket

No action required.

3. Information Items

- a. Update from Dr. Jason Simeroth Regarding New High School – was prepared but due to time constraints he will be invited back to the next meeting
- b. Durant School District Sales Tax Revenue Disbursements – current
Not available at time of Council meeting; to be included with next meeting
- c. Durant School District Sales Tax Revenue Disbursements – previous

No action required.

4. New Business

No New Business at this time.

ADJOURNMENT

Motion made at 6:10pm to adjourn by Trustee Story, seconded by Trustee Polson, and declared by Chair Tomlinson. Motion carried with the following vote:

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