

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT CITY COUNCIL ON JANUARY 12, 2010 AT 4:00 P.M., ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL

CALL TO ORDER

Meeting was called to order at 4:14 p.m. 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 Bobby Story City Attorney Pat Phelps
Council Member Leon Sherrer City Clerk Leta McNatt
Council Member Thomas Marcum
Absent: None

Mayor Tomlinson recognized the Durant Choctaw Nation Youth Advisory Board.

ORDER OF BUSINESS

1. Consent Items
 - a. Consider Approval of Minutes for the City Council Regular Meeting of December 8, 2009 – *Approved*
 - b. Consider Approval of Minutes for the City Council Special Meeting of December 15, 2009 – *Approved*
 - c. Consider Approval of Minutes for the City Council Special Meeting of December 23, 2009 – *Approved*
 - d. Consider Approval of Claims – *Approved* – see discussion under Agenda Item 2.
 - e. Consider Award of Bid and Authorization to Purchase Materials for Electrical Upgrade for City Hall (Bid No. 2009-154) – *Bid awarded to Reed Electrical for \$62,278 including labor and materials.*
 - f. Consider Agreement with Reed Electrical Contracting for City Hall Electrical Upgrade (C-2010-01) – *Approved*
 - g. Consider Approval of the Donald W. Reynolds Community Center and Library Staffing Plan – *Approved*
 - h. Consider Approval of the Donald W. Reynolds Community Center and Library Job Descriptions:
 - i. Library Director
 - ii. Assistant Librarian
 - iii. Library Assistant – Administrative Assistant
 - iv. Library Assistant – Cataloger
 - v. Library Assistant – Circulation
 - vi. Library Assistant – Public Services
 - vii. Library Page
 - viii. Library Assistant – Tech Services
 - ix. Community Center Manager
 - x. Custodian
 - xi. Security Guard – Part-Time– *Approved*
 - i. Consider 69/75 Flashing Caution Light Relocation by Oklahoma Department of Transportation – *Approved*
 - j. Consider Approval of Citizen Participation Plan for FY 2010 CDBG Application – *Approved*
 - k. Consider Donation of Land in the Vicinity of 15th Street and Mississippi Street for *New Life House* – Sober Living Residence for Women – *Approved*

- l. Consider Authorization to Purchase on State Contract Two (2) Chevrolet Tahoe S.U.V. with Police Equipment Installed (Bid No. 2010-001) – *Approved*
- m. Consider Authorization to Purchase on State Contract Three (3) Dodge Charger with Police Equipment Installed (Bid No. 2010-002) – *Approved*
- n. Consider Authorization to Bid for Financing of Two (2) Chevrolet Tahoe S.U.V. and Three (3) Dodge Charger with Police Equipment – *Approved*
- o. Consider Budget Amendment (BA-2010-04) – *Approved*

Motion made by Council Member Story and seconded by Council Member Marcum to approve Consent Items with the following item removed for discussion – d.

Motion carried with the following vote:

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

2. Consideration of Items Removed from Consent Docket

1.d. – Item removed by Mayor Tomlinson – commented regarding monthly claims – half way through the fiscal year, the expenditures are just under 50% of the budget. The sales tax revenues are behind FY09 at six months. He would like to commend the department heads for being pro-active that revenues would run behind last year and for the expenditures being below revenue. Council Member Story expressed the City is fortunate to have the leadership we have

Motion made by Council Member Sherrer and seconded by Council Member Story to approve item

1.d. Motion carried with the following vote:

Aye: Sherrer, Story, Tomlinson

Nay: None Abstain: Marcum

3. Information Items

a. Department Reports for December, 2009

Mayor Tomlinson wanted to comment on the Library report from Dr. Davis. He was impressed by the number of citizens that utilize the library. We often lose sight of the value of the library to that many people. With the future Reynolds Community Center and Library – the sky is the limit.

City Manager Dunegan announced that Jerry Yandell has begun a new position as Projects Director. The City currently has dozens of projects in various stages of completion.

b. City Boards, Committees, and Commissions Minutes for December, 2009

c. Reynolds Foundation Grant Report

Assistant City Manager Ralph Houser stated that the last few weeks the utility relocations have begun and are ahead of schedule. CMS Willowbrook delivered the construction trailer today. A ground-breaking ceremony is pending in the near future.

d. Durant School District Sales Tax Revenue Disbursements

e. CommuniComm Update to Services and Rates

f. 2010 Projected Grant Applications

No action; information only

4. Administration

a. Consider Changing the April, 2010 City Council Meeting from April 13, 2010 to April 20, 2010 Due to Presentation to the City of Durant by the Oklahoma State Regents in Oklahoma City

Motion Made by Council Member Marcum and seconded by Council Member Sherrer to change the date for the April, 2010 City Council meeting to April 20, 2010.

Motion carried with the following vote:

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

b. Consider Ordinance No. 1629 to Update Existing Sign Regulations/Requirements

Assistant City Manager Ralph Houser stated this is the same version proposed in December, 2009. No recommendations were received for changes.

Motion Made by Council Member Marcum and seconded by Council Member Story to approve Ordinance No. 1629 Sections 1-4.

Motion carried with the following vote:

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

Motion Made by Council Member Marcum and seconded by Council Member Sherrer to approve Ordinance No. 1629 Section 5.

Motion carried with the following vote:

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

c. Consider Policy Change for Bid Award and Contract Acceptance

Assistant City Manager stated that in the past Council authorization to advertise for a bid one month, next month award the bid, the next month approve the contract. To streamline the process, the Council is requested to allow the contract to be approved at the bid award contingent upon all documentation received. The City Manager would be authorized to sign the contract after review by the City Attorney.

Motion Made by Council Member Marcum and seconded by Council Member Story to approve the policy for Bid Award and Contract Acceptance.

Motion carried with the following vote:

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

d. Consider Resolution No. 2010-01 Declaring the Intent to Consider the Creation of a Tax Increment District Under the Local Development Act; Directing Preparation of a Project Plan; Appointing a Review Committee; Directing the Review Committee to Make Findings as to Eligibility and Financial Impact, if any, on Taxing Jurisdictions Within the District; and Directing the Review Committee to Make A Recommendation with Respect to the Proposed Project Plan

In consideration of items 4.d. and 4.e. Chair requested items to be tabled, if no objections from council. No objections stated.

e. Consider Professional Services Contract with Center for Economic Development Law to Provide Legal Consulting Services for Economic Development Project/Sales Tax Increment District (C-2010-03)

Tabled – see item 4.d.

f. Consider Award of Bid for City Hall Roofing (Bid No. 2009-140-RB)

On the original bid it was recommended to re-bid due to questions on what was included in the project. Recommendation to award the bid to All Seasons Contracting Co. Inc.

Some of the difference between the high and low bid was due to the type of tear-off and application. All Seasons is not using a mechanically fastened roof, but a spray-on product and has the same warranty. References were checked and all work seems to be adequate.

Motion Made by Council Member Story and seconded by Council Member Marcum to award the bid to All Seasons Contracting Co. Inc. for \$45,975.

Motion carried with the following vote:

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

5. Presentations

a. Employee Service Awards (4th Quarter 2009)

6. New Business

No New Business at this time.

ADJOURNMENT

Motion made by Council Member Sherrer and seconded by Council Member Story to adjourn. Motion carried with the following vote:

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

Agenda posted on Durant City Hall Entry Door at 2:00 p.m. on the 8th day of January, 2010 by LaVona Staggs, Management Assistant.

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT CITY UTILITIES AUTHORITY ON JANUARY 12, 2010 AT 4:00 P.M., ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL

CALL TO ORDER

Meeting was called to order at 5:18 p.m. by Chairman Jerry L. Tomlinson.

ROLL CALL

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

Absent: None

ORDER OF BUSINESS

1. Consent Items
 - a. Consider Approval of Minutes for the Durant City Utilities Authority Regular Meeting of December 8, 2009 – *Approved*
 - b. Consider Approval of Minutes for the Durant City Utilities Authority Special Meeting of December 15, 2009 – *Approved*
 - c. Consider Approval of Claims – *Approved*
 - d. Consider Award of Bid on Two (2) Self-contained 30-Yard Compactors for the Solid Waste Department (Bid No. 2009-171) – *Bid awarded to Roll-Offs of America for \$32,980 as recommended.*
 - e. Consider Approval of Oil and Gas Mineral Lease Located N1/2 of Section 31-6S-9E in the City of Durant, Bryan County, OK (C-2010-02) – *Approved*
 - f. Consider Moving the April, 2010 Durant City Utilities Authority Meeting from April 13, 2010 to April 20, 2010 Due to Presentation to the City of Durant by the Oklahoma State Regents in Oklahoma City – *Approved*

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

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

2. Consideration of Items Removed from Consent

No Action.

3. Information Items:

- a. Department Reports for December, 2009
- b. Utility Billing Summary for December, 2009
- c. Emergency Request for Authorization to Purchase Blend Tank Mixer for Wastewater Treatment Plant (Bid No. 2009-189)

No action; information only

4. New Business

No New Business at this time.

ADJOURNMENT

Motion made by Trustee Sherrer and seconded by Trustee Story adjourn. Motion carried with the following vote:

Aye: Marcum, Sherrer, Story, Tomlinson

Nay: None Abstain: None

Agenda posted on Durant City Hall Entry Door at 2:00 p.m. on the 8th day of January, 2010 by LaVona Staggs, Management Assistant.

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT AIRPORT AUTHORITY ON JANUARY 12, 2010 AT 4:00 P.M., ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL

CALL TO ORDER

Meeting was called to order at 5:20 p.m. by Chairman Jerry L. Tomlinson.

ROLL CALL

Present: Chairman Jerry L. Tomlinson City Manager James H. Dunegan
Trustee Bobby Story City Attorney Pat Phelps
Trustee Leon Sherrer Secretary Leta McNatt
Trustee Thomas Marcum
Absent: None

ORDER OF BUSINESS

1. Consent Items

- a. Consideration Approval of Minutes for the Durant Airport Authority Regular Meeting of December 8, 2009 – *Approved*
- b. Consideration Approval of Claims – *Approved*
- c. Consider Moving the April, 2010 Durant Airport Authority Meeting from April 13, 2010 to April 20, 2010 Due to Presentation to the City of Durant by the Oklahoma State Regents in Oklahoma City – *Approved*

Motion made Trustee Sherrer by and seconded by Trustee Marcum to approve the Consent Items a - c as presented. Motion carried with the following vote:

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

2. Consideration of Items Removed from Consent Docket

No Action

3. Information Items:

- a. Department Reports for December, 2009
- b. Committee Reports & Minutes for December, 2009
- c. Airport Terminal Update

Projects Director Jerry Yandell stated progress has been slow due to weather. Soil tests are complete and weather permitting concrete work should begin in the next three weeks. Electrical contractors are working on moving the runway/taxiway lighting junctions to maintain lights for night landings Lights must be complete before the current terminal demolition then the construction of the new terminal may commence.

4. New Business

No New Business at this time.

ADJOURNMENT

Motion made by Trustee Sherrer and seconded by Trustee Marcum to adjourn. Motion carried with the following vote:

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

