

The City of Durant encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

DURANT AIRPORT AUTHORITY

6:00 PM

**Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma**

March 8, 2022

AGENDA

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of February 8, 2022

2. Consider Items Removed from Consent

3. Information Only

- a. Airport Manager Monthly Report - February 2022

4. Administration

- a. Discussion, Consideration, and Possible Action Regarding the 100LL Storage Tank Project Change Order
- b. Discussion, Consideration and Possible Action on Increased Staffing at the Durant Regional Airport

5. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 9th day of November, 2021 and that an agenda of said meeting was posted at the place of such meeting at 5:00 p.m. on the 4th day of March, 2022.

A handwritten signature in cursive script, reading "Cynthia J. Price".

Cynthia J. Price, City of Durant



The City of Durant

Memorandum

Date: 3/8/2022
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Regular Meeting Minutes of February 8, 2022

Council Information / Action Requested

Approval of Regular Meeting Minutes of February 8, 2022

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Durant Airport Authority Minutes 02082022 cjp

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 9th day of November, 2021 and that an agenda of said meeting was posted at the place of such meeting at 5:00 p.m. on the 3rd day of February, 2022.



Cynthia J. Price, City of Durant

**MINUTES OF THE MEETING OF DURANT AIRPORT AUTHORITY
February 8, 2022 AT 6:00 PM
Roscoe J. Hatfield Council Chambers
300 West Evergreen
Durant, Oklahoma**

CALL TO ORDER

Chairman Grube called the meeting to order at 6:55 p.m.

ROLL CALL

Present:

Trustee Steve Brittingham
Trustee Humphrey Miller
Trustee Curtis Morris
Vice Chairman Danny Sherrer
Chairman Oden Grube
City Attorney Tom Marcum
City Manager John Dean
City Clerk Cynthia J. Price

Absent:

None

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of January 11, 2022

Motion To: Approve Consent Item as Presented

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None

2. Consider Items Removed from Consent

3. Information Items

- a. Airport Manager Monthly Report - January 2022

4. Administration

- a. Discussion of General Operations at Durant Regional Airport.

No action taken.

5. New Business

There was no new business.

ADJOURNMENT

Motion To: Adjourn Meeting

Motion By: Steve Brittingham

Seconded By: Humphrey Miller

Ayes: Brittingham, Miller, Morris, Sherrer, Grube

Nays: None

Abstain: None



The City of Durant

Memorandum

Date: 3/8/2022
To: Mayor and City Council
From: John Wyatt, Manager
Re: Information Only

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

Durant Airport Monthly Report –Feb 2022

Airport Monthly Sales

FEB 2021

• Avgas 100LL -	1779.48 Gallons	\$ 8,855.81	\$5745.19
• Self Service 100LL-	957.77 Gallons	\$ 4757.29	\$0
• Jet A w/Additive-	17988 Gallons	\$ 81,001.35	\$25,903.89
• Total Sales –	20,725.25 Gallons	\$ 94,614.45	
• Total Number of Sales-	152		
• Parking/Misc - \$	\$ 300.00	\$ 94,914.45	

Current Fuel Prices:

Avgas Full Service- \$ 5.34 Cost \$4.01

Self Service- \$ 5.14

JET A w/Prist- \$ 4.59 \$3.18

Hangers

- Working on Hangers- Repairing as needed

Project status-

Air Evac is very busy

Working with DIA / Economic Dev. on Aerospace Recruitment

****We have had an increase in coyote activity at the airport and are developing a mitigation procedure.**



The City of Durant

Memorandum

Date: 3/8/2022
To: Mayor and City Council
From: James Dalton, Assistant City Manager
Re: Discussion, Consideration, and Possible Action regarding the 100LL Storage Tank Project Change Order

Discussion, Consideration, and Possible Action regarding the 100LL Storage Tank Project Change Order

Council Information / Action Requested

Discussion, Consideration, and Possible Action Regarding the 100LL Storage Tank Project Change Order for Placement of Extra Bollards Around the Tank, Increase the Refueler Truck Containment - Parking Pad, and Running Extra Electrical Conduit for a Sign and Light Pole at the Front of the Tank

City Staff Information / Action Follow-up, if Council authorizes this action:

Amend the Budget to Reflect the Change Order Amount, Create the Necessary Documentation for the Change Order, and Submit the Change Order for Payment.

ATTACHMENTS:

1. Airport - 100 LL Fuel Storage Change Order - Innovative Fueling
2. Airport - 100 LL Tank Bollards
3. Airport - Refueler Spill Containment - Parking Area

INNOVATIVE FUELING SOLUTIONS

Remit to: 6507 Storage Drive
Amarillo, TX 79110

Service Invoice

Invoice #: 5990
Invoice Date: 4/20/2021
Due Date: 4/21/2021
Terms: Per Contract

Bill To:

Durant Airport Authority
300 W Evergreen
Durant OK, 74701

Site Location:

Eaker Field Airport
10 Waldron Durant , OK

Completion Date	IFS Ticket #	Tech
4/20/2021	5511	

Date	Item	Description	Hours/Qty	U/M	Rate	Amount
9/10/2020	Progress B...	1st Change orders Extra Bollards and changes to original concrete design. Per Steve Harris with Lochner	1		3,888.05	3,888.05
	Progress B...	2nd Change Order Size increase of refueler truck pad Per James Dalton	1		2,875.00	2,875.00
	Progress B...	3rd Change Order Extra Conduits and seal off for Future Sign Pole and Light Pole Per John Wyatt	1		2,369.00	2,369.00

Subtotal	\$9,132.05
Sales Tax (9.38%)	\$0.00
Total	\$9,132.05
Payments	\$0.00
Balance Due	\$9,132.05

Contact Information:

Phone: 806-367-8329

Email:

Accounting@innovativefuelingsolutions.com

PAST DUE INVOICES WILL INCUR A 1.5% LATE FEE PER
MONTH ON THE OUTSTANDING BALANCE.







The City of Durant

Memorandum

Date: 3/8/2022
To: Mayor and City Council
From: James Dalton, Assistant City Manager
Re: Discussion, Consideration and Possible Action on Increased Staffing at the Durant Regional Airport

The Airport Manager has requested the following staffing.

- 1 - Director
- 1 - Operation supervisor
- 1 - Administration (Split with DIA)
- 1 - Fuel Quaility/Maint
- 3 - FT Technicians
- 2 - PT Technicians

The current Budget for Airport Personnel Services = \$236,184

The requested personnel changes would increase the Airport Personnel Services costs to approximately = \$483,209

The difference would have to be subsidized by the General Fund or DCUA. (\$247,025)

This Fiscal Year the General Fund transfer to the DAA = \$189,431

This Fiscal Year the DCUA transfer to the DAA = \$160,529

Council Information / Action Requested

Consider providing staff direction if the Authority desires to increase staffing of the Durant Airport Authority.

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. DAA Staffing Cost

CITY OF DURANT
LABOR COST WORKSHEET

	Salary/Wages	TOTAL COMPENSATION PACKAGE
DIRECTOR	\$100,000.00	\$130,162.34
OPERATIONS SUPERVISOR	\$51,500.00	\$74,348.54
ADMINISTRATION	\$15,000.00	\$28,247.14
FUEL QUALITY/MAINT	\$40,000.00	\$58,402.28
TECHNICIAN 1/2	\$15,600.00	\$19,543.40
TECHNICIAN 1/2	\$15,600.00	\$19,543.40
TECHNICIAN FULL-TIME	\$31,200.00	\$50,987.30
TECHNICIAN FULL-TIME	\$31,200.00	\$50,987.30
TECHNICIAN FULL-TIME	\$31,200.00	\$50,987.30
		\$483,209.00