

Agenda posted on Durant City Hall Entry Door at 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 10th day of November, 2015 and that an agenda of said meeting was posted at the place of such meeting at 6:30 p.m. on the 4th day of February, 2016.

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT CITY COUNCIL OF February 9, 2016 AT 6:00 PM, ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL

CALL TO ORDER

Meeting was called to order at 6:17 P.M. by Mayor Stewart Hoffman.

INVOCATION

Invocation was delivered by James Dalton, Emergency Management Safety Director.

ROLL CALL

Present: Council Member Chad Hitchcock	City Attorney Pat Phelps
Council Member Billy L. Orr	City Manager Sarah Sherrer
Council Member Jerry Tomlinson	City Clerk Cynthia J Price
Vice-Mayor Destry Hawthorne	
Mayor Stewart Hoffman	(*denotes partial attendance)

Absent: None

Mayor Hoffman declared a quorum.

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 Minutes - January 2016
- b. Budget Amendment 2016-04
- c. Consider Approval Of Amended Request For Authorization To Purchase

#2015-156 For Environmental Services For Durant Regional Airport-
Eaker Field For Runway Extension

- d. Consider Approval Of Request for Authorization to Purchase (RFAP) # 2016-014 For Engineer Services Work Order # DU-15-02 (C-2015-57) Relating To 16436 Community Development Block Grant (CDBG) 15 For The Supervisory Control and Data Acquisition (SCADA) System, Replacement of Programmable Logic Controllers (PLCs), Conversion To Cellular Based System, At Priority Water System Locations.
- e. Consider Request from the Rotary Club of Durant for Permission to Use Facilities (Parking, Restrooms and Showers) at Carl Albert Park, along with Brief Road Closure and Police Assistance During the 20th Annual Durant Rotary Magnolia Bike Tour on Saturday, June 4, 2016 at 8 a.m.
- f. Request to Accept Emergency Management Performance State and Local Assistance Grant for Purchase of a Portable Loading Dock
- g. Consider Approval of Claims - January 2016

Approved

Council Member Tomlinson asked that Item 1(a) be removed for further discussion.

Mayor Hoffman asked that Item 1 (e) be removed for further discussion.

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to approve the remaining consent items as presented.. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

2. Consider Items Removed from Consent

Item 2(a) - Council Member Tomlinson noted for the record that the title of the agenda item did not properly identify the date and type of meeting (special called or regular) for which the minutes were being presented.

Council Member Tomlinson noted for the record that the minutes of the Special Called Meeting of January 14, 2016 incorrectly referred to a 'Mr. Davis' . The city clerk was directed to correct the minutes to strike any reference to a 'Mr. Davis' and replace with 'Mr. Jones'.

Motion was made by Jerry Tomlinson and seconded by Destry Hawthorne to approve Item 2 (a) Minutes of the Special Called City Council Meeting of January 12, 2016; Minutes of the Regular City Council Meeting of January 12, 2016; the Minutes of the Special Called City Council Meeting of January 14, 2016 with all references to Mr. Davis to be corrected to read Mr. Jones. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

Item 2(e) - Mayor Hoffman stated this agenda item was pulled from consent in order give the event some additional publicity and encourage everyone to attend.

Motion was made by Stewart Hoffman and seconded by Chad Hitchcock to approve Item 2 (e) Request from the Rotary Club of Durant for Permission to Use Facilities (Parking, Restrooms and Showers) at Carl Albert Park, along with Brief Road Closure and Police Assistance During the 20th Annual Durant rotary Magnolia Bike Tour on Saturday, June 4, 2016 at 8 a.m.. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

3. Administration

- a. Consider Recommendation from Oklahoma Municipal Assurance Group (OMAG) Regarding Blackburn Plumbing Tort Claim and Take Possible Action

Motion was made by Jerry Tomlinson and seconded by Bill Orr to follow the recommendation of the Oklahoma Municipal Assurance Group (OMAG) and deny Blackburn Plumbing Tort Claim. Motion Passed with the following vote:

Ayes: Hitchcock, Orr, Tomlinson

Nays: Hawthorne, Hoffman

- b. Consider Award Of Financing For The Construction Of A Ten Unit T-Hangar At Durant Regional Airport-Eaker Field

Approved

Three bids were received for the financing of the construction of a ten unit T-Hangar at Durant Regional Airport-Eaker Field. Vision Bank was the lowest bid at 3.706% on a \$450,000 note for the Durant Airport Authority.

Motion was made by Jerry Tomlinson and seconded by Bill Orr to award

financing to Vision Bank in the amount of \$450,000 at 3.706% interest for the construction of a ten unit T-Hanger at Durant Regional Airport-Eaker Field to Vision Bank. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

- c. Consider Approval Of Request For Authorization To Purchase #2016-013 For Construction Of Ten (10) Unit T-Hangars At Durant Regional Airport-Eaker Field

Approved

Motion was made by Jerry Tomlinson and seconded by Destry Hawthorne to approve Request for Authorization to Purchase #2016-013 for construction of ten (10) unit T-Hangars at Durant Regional Airport-Eaker Field. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

- d. Consider Award Of Bid For Construction Of A Ten Unit T-Hangar At Durant Regional Airport-Eaker Field

Approved

There were four bidders. Contech, Inc. had the lowest bid of \$426,460.00 for the construction of a ten unit T-Hangar at Durant Regional Airport-Eaker Field.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to award bid for construction of a ten unit T-Hangar at Durant Regional Airport-Eaker Field to Contech, Inc. in the amount of \$426,460.00. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

- e. Consider Authorization To Accept Bids For Materials For Country Club Road Between Highway 78 And McLean Request For Bid RFB#2015-036 Grant# 16246 C D B G-E D 14

1. S-3 And S-4 Asphalt
2. Trucking for S-3 and S-4 Asphalt
3. ODOT Aggregate Base Type A
4. Concrete Arch Pipe And Prefab Concrete End Sections
5. ODOT Geo textile Fabric
6. Temporary Silt Fence
7. Curb and Gutter

Approved

James Young asked that the agenda item be amended to read 'Consider Authorization to Accept Bids for Materials and Construction for Country Club Road.....

James Young asked that Item 3(e)(1) be struck as there was only one bidder and the Oklahoma Department of Commerce asked that this item be re-bid. James Young asked that Item 3(e)(2) be struck as there was only one bidder and the Oklahoma Department of Commerce asked that this item be re-bid. Item 3(e)(3) - there were four bidders, lowest bidder was Owner Operators in the amount of \$96,292.00. Oklahoma Department of Commerce approved this bid.

Item 3(e)(4) - this was bid twice, there were no bids received the first time and one bid received the second time. Due to the size of the amount bid, the Oklahoma Department of Commerce approved with only one bidder. Krapff-Reynolds was the sole bidder for both the concrete arch pipe at \$12,090.00 and the prefabricated concrete end sections at \$7,278.00.

Item 3(e)(5) - there was one bidder. Due to the size of the amount bid, the Oklahoma Department of Commerce approved with only one bidder. Maxwell Supply was sole bidder for the Oklahoma Department of Transportation Geotextile Fabric at \$17,150.90.

Item 3(e)(6) - there was one bidder. Due to the size of the amount bid, the Oklahoma Department of Commerce approved with only one bidder. Maxwell Supply was sole bidder for temporary silt fence in the amount of \$3,696.00.

Item 3(e)(7) - this bid will contain construction labor as well as material. There were three bidders, lowest bidder was Rocking O Construction with a bid of \$198,847.35.

Mr. Young stated we did receive Oklahoma Department of Commerce approval to complete 5,300 feet which will extend the project to McLean Road.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to accept bids for materials and construction for Country Club Road between Highway 78 and McLean Request for Bid RFB#2015-036 Grant #16246 CDBG-ED 14 as follows: Item 3(e)(3) to Owner Operators in the amount of \$96,292.00; Item 3(e)(4) to Krapff-Reynolds in the amounts of \$12,090.00 and \$7,278.00; Item 3(e)(5) to Maxwell Supply in the amount of \$17,150.90; Item 3(e)(6) to Maxwell Supply in the amount of \$17,150.90; Item 3(e)(7) to Rocking O Construction in the amount of \$198,847.35; and striking bids 3(e)(1) and 3(e)(2). Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

- f. Consider Approval Of Amendment #2 With LBR, Inc. For Engineering To Rehabilitate Runway 17-35 At Durant Regional Airport-Eaker Field

Approved

Jerry Yandell provided city council with a five year capital improvement plan that has been submitted by the Oklahoma Aeronautics Commission and the Federal Aviation Agency. The projects listed are for 2016-2019 and overlap each other. This amendment is the actual design of the Runway 17-35 rehabilitation. This is a reimbursable cost but due to the Federal Aviation Agency restrictions, the grant funding will not be released until May 2016. In order to keep up with the capital improvement plan and stay within the timed program it is necessary to get the designers working on this project. Jerry Yandell answered questions from city council regarding the five year capital improvement plan.

Motion was made by Jerry Tomlinson and seconded by Bill Orr to approve Amendment #2 with LBR, Inc. for engineering to rehabilitate Runway 17-35 at Durant Regional Airport-Eaker Field. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

- g. Discussion: Adoption of the International Property Maintenance Code (IPMC).

Council members were provided with a copy of the International Property Maintenance Code for their review prior to the council meeting. Marty Cook of Community Development addressed city council and explained the changes that would take place in code enforcement if the International Property Maintenance Code was adopted by council. Mr. Cook stated the International Property Maintenance Code would apply to both residential and commercial properties. City Manager Sherrer stated the International Property Maintenance Code would need to be adopted through an ordinance. Mayor Hoffman asked council members to email their questions to Marty Cook for discussion at the next city council meeting.

No action taken. Discussion only.

- h. Consider Recommendation by Cemetery Advisory Board for Approval of Pioneer Cemetery and Highland Cemetery Information and Handbook

Approved

Cynthia Price, in her capacity as Cemetery Superintendent and Cemetery Advisory Board member, addressed city council. Ms. Price stated the updated Pioneer Cemetery and Highland Cemetery Information and Handbook had

been unanimously approved by the Cemetery Advisory Board at their January 21, 2016 meeting and recommended for approval by city council. The changes in the revised edition included updating the names of city administrators and cemetery advisory board members, updating contact information for any cemetery inquiries or concerns, the inclusion of Ordinance 1745 forming the current Cemetery Advisory Board; and discontinuing the extension of credit to local funeral homes for the purchase of cemetery lots and open/close fees.

Motion was made by Jerry Tomlinson and seconded by Destry Hawthorne to approve updated Pioneer Cemetery and Highland Cemetery Information and Handbook. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson

- i. Consider Approval of Supplement to Trust Indenture of Durant Industrial Authority to Modify Residency Requirement for One Non-Ex Officio Trustee

Disapproved

Mayor Hoffman addressed city council. Mayor Hoffman stated this trustee position is one of two Mayor-appointed positions on the Durant Industrial Authority Board. Mayor Hoffman stated the Durant Industrial Authority Board unanimously approved this supplement at their regular scheduled meeting on February 9, 2016. Council Member Tomlinson voiced his concerns that council is straying from what he considers a reasonable bylaw that was put in place several years ago. Council Member Hawthorne stated he agreed with Council Member Tomlinson.

Motion was made by Stewart Hoffman and seconded by Chad Hitchcock to approve Supplement to Trust Indenture of Durant Industrial Authority to Modify Residency Requirement for One Non-Ex Officio Trustee. Motion Failed with the following vote:

Ayes: Hoffman

Nays: Hawthorne, Hitchcock, Orr, Tomlinson

- j. Consider Approval of Resolution 2016-01 Consenting and Agreeing to a Supplement to the Trust Indenture of Durant Industrial Authority, Accepting Beneficial Interest Therein

Disapproved

Motion was made by Destry Hawthorne and seconded by Chad Hitchcock to

deny Resolution 2016-01 consenting and agreeing to a Supplement to the Trust Indenture of Durant Industrial Authority and accepting beneficial interest therein. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Orr, Tomlinson

Nays: Hoffman

- k. Consider Appointment as Recommended by City of Durant Mayor to Fill Trustee Position Vacated by Fran Mickle

No Action Taken

This agenda item was withdrawn.

4. Information Items

- a. HR Department Report January 2016
Compliance, Activities and Projects
- b. Library Report for Jan 2016
- c. 911 Communication Center Monthly Report - Feb 2016
- d. Financial Statements - December 2015
- e. Community Development Monthly Report January 2016
- f. Street Department Report January 2016
- g. Police Department Monthly Report Dec 2015
- h. Fire Dept. Report Dec. 2015
- i. Grants Department Status Reports
- j. Grant Information Relating To City-Wide Park Improvements

5. Citizen Comments on Non-Agenda Items

Citizens wishing to address the council regarding matters which are not listed on the agenda will be required to sign up no later than 5 minutes prior to the scheduled starting time of the meeting. The sign-in sheet will contain space for citizen's name, address, phone number, and topic to be discussed. In this way, city staff will be able to follow-up on any issues presented if necessary.

John Carrey addressed city council with his concern regarding school traffic.

Dennis Moore addressed city council with his request to organize a political march in support of Bernie Sanders.

6. New Business

There was no new business.

ADJOURNMENT

The meeting adjourned at 7:27 P.M.

Motion was made by Chad Hitchcock and seconded by Destry Hawthorne to adjourn meeting. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson