

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 17th day of November, 2016 and that an agenda of said meeting was posted at the place of such meeting at 11:30 a.m. on the 10th day of March, 2017.

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT CITY COUNCIL OF March 14, 2017 AT 6:00 PM, Roscoe J. Hatfield Council Chambers, 300 West Evergreen, Durant, Oklahoma

CALL TO ORDER

Mayor Hoffman called the meeting to order at 6:09 p.m.

INVOCATION

The invocation was provided by James Dalton.

ROLL CALL

Present: Council Member Billy L. Orr	City Attorney Pat Phelps
Vice-Mayor Destry Hawthorne	City Manager Tim Rundel
Mayor Stewart Hoffman	City Clerk Cynthia J. Price

(*denotes partial attendance)

Absent: Council Member Chad Hitchcock
Council Member Jerry Tomlinson

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 Regular Meeting Minutes of February 14, 2017
- b. Consider Approval of Special Called Meeting Minutes of February 25, 2017
- c. Consider Approval of Claims for February 2017
- d. Consider Approval of Special Event Permit Application from the Durant

Area Chamber of Commerce for 2017 Southeastern Oklahoma State University Homecoming Parade, Veterans Day Parade and Christmas Parade (SEP-2017-04)

Approved

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

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

2. Consider Items Removed from Consent

3. Administration

- a. Consider Award of Bid for Internet Services at Library for 2017-2018 RFAP

Approved

Robbie Tonubbee, Library Director, addressed council and stated there were three bids. Two of the bids were disqualified for not following the requirements set out in the bid packet. Ms. Tonubbee recommended the bid be awarded to OneNet in the amount of \$1,630 per month for 200 Bandwidth Upload/Download Speed.

Motion was made by Destry Hawthorne and seconded by Bill Orr to award bid to OneNet in the amount of \$1,630 per month (\$19,560 annually) for internet services at the library for 2017-2018. Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

- b. Consider Renewal of Eagle Med Membership for Air Ambulance for FY 2017-2018 (RFAP# 2017-032)

Approved

Donnalla Miller, Deputy City Manager of Administration, addressed council and stated the Eagle Med Membership is a benefit for employees and all members of their household. The cost would equal \$50 per employee for 210 employees. The cost would not increase even if the number of employees increased.

Motion was made by Destry Hawthorne and seconded by Bill Orr to approve renewal of Eagle Med Membership for Air Ambulance for FY 2017-2018 (RFAP #2017-032). Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

- c. Consider Approval of Ordinance # 1825 Amending the Durant Code of Ordinances, Adding Section 110.030 and 110.031; Mobile Food Units "Food Trucks"

Approved

Marty Cook, Community Development Manager, addressed council and stated this item was presented last month at which time Council Member Tomlinson asked that the insurance wording be reviewed. Mr. Cook stated he met with an insurance agent and the following changes were made to the Ordinance as a result: 1) the vendor will be required to provide commercial liability insurance; and 2) the vendor will be required to add the City of Durant as an additional insured if the vendor is operating on public property. Mr. Cook stated each permit application would be approved or denied on a case by case basis.

City Clerk will be required to publish this Ordinance in its entirety for the reason that not all city council members were present to vote on the emergency clause.

Motion was made by Destry Hawthorne and seconded by Stewart Hoffman to approve Ordinance #1825 amending the Durant Code of Ordinances adding Section 110.030 and 110.131; Mobile Food Units "Food Trucks". Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

- d. Consider Approval of Ordinance # 1824 Amending the Durant Code of Ordinances Section 110.023 Exempting Food Truck Vendors from this Section.

Approved

Marty Cook, Community Development Manager, addressed council and stated Ordinance #1824 excludes food truck vendors from that particular section of the code which refers to itinerant merchants.

City Clerk will be required to publish this Ordinance in its entirety for the reason that not all city council members were present to vote on the emergency clause.

Motion was made by Destry Hawthorne and seconded by Bill Orr to approve Ordinance #1824 amending the Durant Code of Ordinances Section 110.023

exempting food truck vendors from this section. Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

- e. Consider Approval of Resolution # 2017-03 Updating the City of Durant Fee Schedule

Approved

Marty Cook, Community Development Manager, addressed council and stated the fee schedule for mobile food truck units would be updated to \$250/year, \$70/month, or \$30 for 3 days.

Motion was made by Destry Hawthorne and seconded by Bill Orr to approve Resolution #2017-03 updating the City of Durant Fee Schedule as to Mobile Food Truck Units. Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

- f. Consider Approval of Request for Authorization to Purchase for Construction of City Garage Addition (RFAP # 2017-033)

Approved

Jacque Wilson, Deputy City Manager of Operations, addressed council and stated the addition to the garage would expand the administrative area and create a break room which all departments in Public Works could use. Mr. Wilson stated this was a budgeted item and the project is currently out for bid.

Motion was made by Destry Hawthorne and seconded by Bill Orr to approve Request for Authorization to Purchase for Construction of City Garage Addition (RFAP # 2017-033). Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

- g. Consider Approval of Bill Payment Services Contract By and Between U.S. Payments, LLC an Oklahoma Limited Liability Company and City of Durant an Oklahoma Corporation (C-2017-08)

Approved

City Manager Tim Rundel addressed council and stated there are currently three paysite kiosks located at Nichols Dollar Saver, Choctaw Travel Plaza, and Southeastern Electric Cooperative. Mr. Rundel stated there is no set up investment and there would be no cost to the customer to pay their utility bills at these kiosks or by phone using a toll free number with access to a live customer service representative if needed for assistance.

Motion was made by Stewart Hoffman and seconded by Bill Orr to approve Bill Payment Services Contract between U.S. Payments, LLC and the City of Durant (C-2017-08). Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

4. Information Items

- a. Durant Police Department Monthly Report - January 2017 (To Be Presented)
- b. Community Development Monthly Report for February 2017 (To Be Presented)
- c. Human Resources Monthly Report - February 2017 (To Be Presented)
- d. Parks/Durant Multi Sports Complex Monthly Report - February 2017 (To Be Presented)
- e. Water Treatment Plant Operation Reports - February 2017 (To Be Presented)
- f. Solid Waste Department Report - February 2017 (To Be Presented)
- g. Water and Sewer Line Maintenance and Operations Monthly Report - February 2017 (To Be Presented)
- h. Durant Regional Airport Monthly Report - February 2017 (To Be Presented)
- i. Financial Statements - January 2017
- j. Fire Department Monthly Report February 2017

- k. Street Department Report February 2017
- l. Library Report for February 2017
- m. Cemetery Report - February 2017
- n. Emergency Management Report - February 2017
- o. Grants Department Report February 28 2017
- p. Planning Commission Minutes from Jan 2017

5. Citizen Comments on Non-Agenda Items

Jim Thorpe spoke regarding flooding issues in his neighborhood and utility rates.

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.

6. Executive Session

- a. Consider Executive Session for Confidential Communications with Attorney Concerning Pending Claim and Possible Litigation by Employee (This Executive Session Authorized by Title 25, Section 307 (B)(4) of the Oklahoma State Statutes)

Approved

Motion was made by Destry Hawthorne and seconded by Bill Orr to consider entering into executive session. Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

Motion was made by Destry Hawthorne and seconded by Bill Orr to re-enter regular session. Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson

- b. Consider Action Pursuant to 6(a) Above
No Action Taken

7. New Business

There was no new business.

ADJOURNMENT

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

Ayes: Hawthorne, Hoffman, Orr

Absent: Hitchcock, Tomlinson