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 5:40 p.m. on the 8th day of April, 2016.

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT CITY COUNCIL OF April 12, 2016 AT 6:00 PM, Roscoe J. Hatfield Council Chambers, Durant City Hall

CALL TO ORDER

Mayor Hoffman called the meeting to order at 6:06 pm

INVOCATION

The invocation was provided by James Dalton.

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
Mayor Stewart Hoffman	(*denotes partial attendance)

Absent: Vice-Mayor Destry Hawthorne

Mayor Hoffman declared a quorum.

1. Presentations

a. Presentation of Memorial Award to Gilbert Family

Mayor Hoffman presented an engraved plaque to the Gilbert family in memory of Richard Gilbert. Mr. Gilbert was 20 year employee of the City of Durant who passed away suddenly on February 20, 2016.

b. Presentation of Employee Service Awards

Mayor Hoffman and City Manager Sherrer presented service awards to the following employees:

FIVE YEARS:

John Argo/Water Treatment Plant/Certificate, Lapel Pin, $50

Kari Dosh/Human Resources/Certificate, Lapel Pin, $50
Jonathan Gibson/Solid Waste Disposal/Certificate, Lapel Pin, $50
Leonard Young/Multi Sports Complex/Certificate, Lapel Pin, $50
Brandon Mitchell/Police Department/Certificate, Lapel Pin, $50
Sonya Page/Animal Control/Certificate,Lapel Pin, $50

TEN YEARS:

Randy Cantrell/Utility Line Maintenance/Certificate, Lapel Pin, $100
James Dalton/Emergency Management Services/Certificate, Lapel Pin, $100
Duwayne Wingfield/Information Technology/Certificate, Lapel Pin, $100

FIFTEEN YEARS:

Bradford Nelson/Police Department/Certificate, Lapel Pin, $150
Cliff Wilson/ Fire Department/Certificate, Lapel Pin, $150

TWENTY YEARS:

Gary McBride/Utility Line Maintenance/Certificate, Plaque, Lapel Pin, $200
Raymond Stanley/Fire Department/Certificate, Plaque, Lapel Pin, $200

TWENTY-FIVE YEARS;

Marc Hall/Fire Department/Certificate, Plaque, Lapel Pin, $250

c. Recognize April 2016 As Fair Housing Month

Mayor Hoffman presented a proclamation recognizing the month of April 2016 as Fair Housing Month.

2. 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 for the Regular Scheduled City Council Meeting of March 8, 2016

b. Consider Approval for Claims - March 2016

c. Consider Approval of Budget Amendment 2016-06

d. Consider Approval of Request by Durant Band Booster Club for Street Closures in Conjunction with the Following 2016 Durant High School Home Football Games: September 2, 2016, September 9, 2016, September 30, 2016, October 13, 2016, November 4, 2016

e. Consideration Appointment of Elizabeth Brittingham to Serve on the Durant Board of Adjustment Through June, 30 2019

f. Consider Confirmation of Mayoral Appointments To Planning Commission in Accordance with Durant City Code.

i. Kevin Keener -Planning Commission Appointment will extend service to June 2019
ii. Eddie Wagoner - Planning Commission Appointment will extend service to June 2019
iii. Clint Whitehurst - Planning Commission Appointment will extend service to June 2018

g. Consider Confirmation of Mayoral Appointments to the Board of Adjustment in Accordance with Durant City Code

i. Dale Goad - Board of Adjustment Appointment will extend service to June 2018
ii. Randy Downs - Board of Adjustment Appointment will extend service to June 2018
iii. Megan Jones - Board of Adjustment Appointment will extend service to June 2019

h. Consider Approval of Memorandium of Understanding between Emergency Management and Retired Senior Voluntary Program

i. Consider Acceptance of Worksite Learning Agreement Between City of Durant and Kiamichi Technology Center - Durant Campus for I.T. Cabling to Benefit Durant Regional Emergency Operations Center

j. Consideration to Adopt Environmental Review Prepared By Apex Companies, LLC, For The Commercial Metals Company For The Durant Facility Location, Which Will Be Utilized For The Infrastructure Improvements To Be Identified In The Community Development Block Grant Economic Development (CDBG-ED) Project Scope.

k. Consider Request for Authorization to Purchase (RFAP # 2016-052) Eight (8) Portable Motorola APX6000 Police Radios

l. Consider Acceptance of Supplemental Funding from the 2016

Emergency Management Performance State and Local Assistance Grant in the Amount of $25,000 Contingent Upon City Manager Approval of Implementation Plan for Development of a Swift Water Rescue Team

Approved

Mayor Hoffman asked that item 2(d) be removed for further discussion.

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

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

3. Consider Items Removed from Consent

Item 3(d) Mark Morrison spoke on behalf of the Band Booster Club. There are generally 300-400 people in attendance at each of the tailgate events. The program continues to grow and has now become a safety issue prompting the organizers to apply for a special event permit requesting street closures at event times. Mr. Morrison expressed his appreciation to the city for their support.

Motion was made by Stewart Hoffman and seconded by Chad Hitchcock to approve item 3(d) as presented. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

4. Administration

a. Consider Award of Bid for 2016 Growing Season Cemetery Maintenance Services (RFAB 2016-025)

Approved

City Manager Sherrer recommended award of bid to Clean Cut Lawn Service & Landscaping LLC in the amount of $100,580.00.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to award bid for 2016 Growing Season Cemetery Maintenance Services to Clean Cut Lawn Service & Landscaping LLC for the amount of $100,580.00. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

b. Consider Approval of Request for Authorization to Purchase (RFAP 2016-25) for 2016 Growing Season Cemetery Maintenance Services

Approved

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve Request for Authorization to Purchase (RFAP 2016-25) for 2016 Growing Season Cemetery Maintenance Services in the amount of $100,580.00.. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

c. Consider Approval of 2016 Growing Season Cemetery Maintenance Services Contract (C-2016-10)

Approved

City Manager Sherrer stated the unit cost of the contract would be effective for one year. Any additional mowings outside the growing season could be requested of the contractor by the city at the contract unit cost.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve contract with Clean Cut Lawn Service & Landscaping LLC for the period of April 13, 2016 to April 12, 2017 as presented. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

d. Consider Approval of Memorandum of Understanding (C-2016-27) to Allow the Choctaw Nation of Oklahoma to Fund and Construct Roadway Improvements for Big Lots Parkway and Installation of a Traffic Signal at South Ninth Avenue and Big Lots Parkway Intersection

Approved

City Manager Sherrer stated this project will be at no cost to city. Once the project is complete, the Choctaw Nation of Oklahoma will convey all improvements to the City of Durant for ongoing maintenance. Wayne Barker, project engineer, stated the project cost is between $900,000 to $1 Million Dollars. Mr. Barker further stated the project will begin in July or August and be

complete by the end of 2016. City Manager Sherrer added that the Choctaw Nation of Oklahoma will provide traffic control during construction and the roadway will not be closed for thru traffic.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve Memorandum of Understanding (C-2016-27) to allow the Choctaw Nation of Oklahoma to fund and construct roadway improvements for Big Lots Parkway and installation of a traffic signal at South Ninth Avenue and Big Lots Parkway Intersection. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

e. Consider Request to Vacate 363 Feet of Section Line Near Lake Durant as Stated in Petition Filed by Eric Bell and Suzanne Bell in Case No. CV-2016-14 in the District Court of Bryan County.

Approved

Pat Phelps presented this item. Attorney Mark Morrison, who represents the Bells, addressed city council. Notice to the City of Durant was required because the property at issue touches city owned property (Lake Durant). A resolution has already been passed by Bryan County Board of Commissioners wherein this part of the section has been placed in reserve status and the request approved. Disclaimers have already been received from the phone and gas company. Mr. Morrison stated this action will not affect existing utilities in area and any existing easements and utility owners would maintain their rights.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to not object to the request to vacate 363 feet of section line near Lake Durant as stated in petition filed by Eric Bell and Suzanne Bell in Case No. CV-2016-14 in the District Court of Bryan County. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

f. Consider Approval of Resolution 2016-05 Establishing Usage at Durant Multi-Sports Complex Fields for Practice at the Rate of $30 Per Hour for a 2 Hour Period

Approved

This resolution was created in response to public demand. Every sport will be able to schedule practice but teams must practice on fields designated for their sport. Each team will be required to clean up after each use. Teams may

continue to practice at other city parks on a first come first serve basis without the need to schedule. Council Member Tomlinson stated the city council should in the future consider the option of scheduling at the other city parks.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve Resolution 2016-05 establishing usage at Durant Multi-Sports Complex fields for practice at the rate of $30 per hour for a 2 hour period. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

g. Consider Award of Bids for 2016 Growing Season Parks Maintenance Services

Approved

City Manager Sherrer stated five companies were represented at the pre-bid meeting but only two companies submitted bids. Nine city parks and two brush hog areas were put out for bid. Bidders were required to submit a bid on each of the nine parks and brush hog areas. City Manager Sherrer recommended that two bids be awarded as follows:
Glover Mowing & Landscaping Company - Carl Albert Park, Dixon Durant Park, Keithley Park, Lloyd Plyler Park, Schuler Park, Billy Miller Park and Jacob's Park.
True Grit Works - Leonard Morgan Park, Slaton Park, and brush hogging services to US69/75 and Highway 70 Bypass.

Mayor Hoffman asked if the city should attempt to obtain more than one bid for the brush hog areas.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve award of bids for 2016 Growing Season Parks Maintenance Services to Glover Mowing & Landscaping Company in the amount of $53,974.80 for Carl Albert Park, Dixon Durant Park, Keithley Park, Lloyd Plyler Park, Schuler Park, Billy Miller Park and Jacob's Park. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to

approve award of bids for 2016 Growing Season Parks Maintenance Services to True Grit Works in the amount of $163,724.00 for Leonard Morgan Park, Slaton Park, and brush hogging services to US69/75 and Highway 70 Bypass. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

h. Consider Approval of Request for Authorization to Purchase for 2016 Growing Season Parks Maintenance Services (RFAP-57) (RFAP-58)

Approved

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve Request for Authorization to Purchase (RFAP-57) for 2016 Growing Season Parks Maintenance Services to Glover Mowing & Landscaping Company in the amount of $53,974.80. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve Request for Authorization to Purchase (RFAP-58) for 2016 Growing Season Parks Maintenance Services to True Grit Works in the amount of $163,724.00. Motion Passed with the following vote:

Ayes: Hitchcock, Orr, Tomlinson
Nays: Hoffman

Absent: Hawthorne

i. Consider Approval of 2016 Growing Season Parks Maintenance Services Contract (C-2016-29) to Glover Mowing & Landscaping Company

Approved

City Manager Sherrer stated the unit cost of the contract would be effective for one year. Any additional mowings outside the growing season could be requested of the contractor by the city at the contract unit cost.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve 2016 Growing Season Parks Maintenance Services Contract (C-

2016-29) to Glover Mowing & Landscaping Company for the period of April 13, 2016 to April 12, 2016 as presented. Motion Passed with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne

j. Consider Approval of 2016 Growing Season Parks Maintenance Services Contract (C-2016-30) to True Grit Works

Approved

City Manager Sherrer stated the unit cost of the contract would be effective for one year. Any additional mowings outside the growing season could be requested of the contractor by the city at the contract unit cost.

Motion was made by Jerry Tomlinson and seconded by Chad Hitchcock to approve 2016 Growing Season Parks Maintenance Services (C-2016-30) to True Grit Works for the period of April 13, 2016 to April 12, 2017 as presented. Motion Passed with the following vote:

Ayes: Hitchcock, Orr, Tomlinson
Nays: Hoffman

Absent: Hawthorne

5. Information Items

a. Financial Statements for February 2016

b. Street Department Report March 2016

c. Grants Department Summary Report

d. Police Department Monthly Report - Feb 2016

e. Fire Department Monthly Report March 2016

f. Community Development Monthly Report- March 2016
March 2016

g. Emergency Management Monthly Report March 2016

h. HR Department Report - March 2016
HR Department Report - March 2016

i. Parks and Durant Multi Sports Complex Project Schedule

j. Water and Sewer Line Maintenance Project Schedule

k. Library Report for March 2016

6. 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.

Nancy Ferris, Director of Three Valley Museum, address city council and thanked the city for their support.

7. New Business

There was no new business.

ADJOURNMENT

Motion was made by Bill Orr and seconded by Jerry Tomlinson to Motion. Motion with the following vote:

Ayes: Hitchcock, Hoffman, Orr, Tomlinson

Absent: Hawthorne