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 4th day of February, 2017 and that an agenda of said meeting was posted at the place of such meeting at 11:30 a.m. on the 23rd day of February, 2017.

MINUTES OF THE SPECIAL MEETING OF DURANT CITY Council Special Meeting OF February 25, 2017 AT 8:30 AM, Durant Regional Airport - Eaker Field, Conference Room, 10 Waldron Road, Durant, Oklahoma

CALL TO ORDER

Mayor Hoffman called the meeting to order at 8:39 am.

ROLL CALL

Present: Council Member Chad Hitchcock*	City Attorney Pat Phelps
Council Member Billy L. Orr	City Manager Tim Rundel
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. Consider Approval of Request For Authorization to Purchase for Durant Public Pool Liner Repair Service (RFAP #2017-028)

   Approved

   Jacque Wilson, Projects Manager, addressed council, and stated the pool liner repair is without warranty. Once the repair is made, the liner will be tested by filling the pool.

   Motion was made by Bill Orrand seconded by Jerry Tomlinson to approve Request for Authorization to Purchase for Durant Public Pool liner repair service in the amount of $17,000 (RFAP #2017-028). Motion Passed with the following vote:

   Ayes: Hawthorne, Hoffman, Orr, Tomlinson

   Absent: Hitchcock

2. Consider Approval of Request for Authorization to Purchase Services for Water Tower Clean Up (RFAP #2017-27)

Approved

Jacque Wilson, Project Manager, addressed council and stated after years of occupation by buzzards, the water tower has been a safety hazard and environmental hazard.

Motion was made by Bill Orrand seconded by Destry Hawthorne to approve Request for Authorization to Purchase for clean-up of the water tower located at 1225 West Arkansas in the amount of $16,420. Motion Passed with the following vote:

Ayes: Hawthorne, Hoffman, Orr, Tomlinson

Absent: Hitchcock

3. 2017 City Council Strategic Planning/Budget Workshop (8:30 am - 3:30 pm)

Mayor Hoffman and City Manager Rundel began the 2017 City Council Retreat/Budget Workshop stating their goals and objectives for the day. Donnalla Miller, Human Resources conducted a team building exercise. Brandon Wall of Wall Engineering addressed council and stated he is conducting a treatment plant engineering study which he expects to complete in 45-60 days. Mr. Wall discussed the new Environmental Protection Agency - Oklahoma Department of Environmental Quality (ODEQ) rule regarding cryptosporidium.

Mr. Wall stated the Water Treatment Plant was constructed in 1907 and is meeting all water quality standards and has no ODEQ Consent Orders.

Mr. Wall stated the Waste Water Treatment Plant was designed in 1999 and completed in 2003-2004. The Waste Water Treatment Plant meets all permit limits and no current violations or ODEQ Consent Orders. Mr. Wall stated the plant is experiencing difficulty maintaining discharge limits due to increased flows. Mr. Wall further stated that based on current flow vs. capacity, it is time to begin major plant upgrade.

Mr. Wall and Jacque Wilson, Projects Manager, conducted an outside tour of the Waste Water Treatment Plant.

Steve Gray - Water Treatment Plant Superintendent, Jeremey McBride - Water Treatment Plant Operator I, and Brandon Wall conducted a tour of the Water Treatment Plant and the Water Treatment Plant Lab.

Brandon Wall conducted a tour of the pool giving council an opportunity to view the liner prior to its final repair. Mr. Wall stated that, at the current time, neither the pool nor the pool facility are in compliance with American Disabilities Act (ADA) guidelines.

The tour proceeded past Carl Albert Park where Jacque Wilson stated the

former tennis courts would be converted to an adult exercise area and basketball courts.

The tour proceeded on Washington Avenue and then Main Street as James Young - Street Department Superintendent spoke regarding street conditions and drainage concerns. Mr. Young provided council with a list of estimates for various street repairs.

Council Member Hitchcock entered the meeting at 11:00 a.m.

Rhonda Tilson with Resource One (City of Durant Employee Health Insurance Provider) addressed council and provided handouts regarding health insurance benefits for employees.

AnChen Lai - City Treasurer, Michelle Hall - Assistant City Treasurer, and Tim Rundel - City Manager addressed council and provided an budget overview of the last 10 years as well as the current 2016-2017 fiscal year. The presentation was followed by a discussion period among city council members. Ms. Lai and Ms. Hall answered questions from council.

Donnalla Miller, Jacque Wilson and City Manager ended the workshop with a discussion about improving customer service. Ms. Miller referred to the 4Cs (customer service, communication, capture revenue and cost savings). Mr. Wilson showed how he has utilized Meistertask, a project and task management tool available on the web. City Manager Rundel proposed the use of a community survey as a fact gathering tool and provided an example of a survey used in another city and the results obtained.

Adjournment

Motion was made by Bill Orrand seconded by Chad Hitchcock to adjourn meeting. Motion Passed with the following vote:

Ayes: Hawthorne, Hitchcock, Hoffman, Orr, Tomlinson