



McAlester City Council

NOTICE OF MEETING

Regular Meeting Agenda

Tuesday, March 14, 2017 – 6:00 pm
McAlester City Hall – Council Chambers
28 E. Washington

John Browne	Mayor
Weldon Smith	Ward One
Cully Stevens	Ward Two
Travis Read	Ward Three
Robert Karr, Vice Mayor	Ward Four
Buddy Garvin	Ward Five
Jason Barnett	Ward Six
Peter J. Stasiak	City Manager
William J. Ervin	City Attorney
Cora M. Middleton	City Clerk

This agenda has been posted at the McAlester City Hall, distributed to the appropriate news media, and posted on the City website: www.cityofmcalester.com within the required time frame.

The Mayor and City Council request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond to a page or to conduct a phone conversation.

The McAlester City Hall is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Clerk's Office at 918.423.9300, Extension 4956.

CALL TO ORDER

Announce the presence of a Quorum.

INVOCATION & PLEDGE OF ALLEGIANCE

ROLL CALL

RECOGNITION AND AWARDS

Mayor Brown would like to issue a Proclamation in recognition of Autism Awareness Week and Autism Day.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Council regarding an item that is not listed on the Agenda. Residents must provide their name and address. Council requests that comments be limited to five (5) minutes.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A. Approval of the Minutes from the January 31, 2017, Special Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- B. Approval of the Minutes from the February 14, 2017, Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- C. Approval of Claims for February 22, 2017 through March 7, 2017. *(Toni Ervin, Chief Financial Officer)*
- D. Consider and act upon, authorizing the Mayor to sign a Maintenance Contract with Miller Office Supply for (4) four copiers. *(Toni Ervin, CFO, Sheila Norman, Purchasing Fixed Assets)*
- E. Consider and act upon, concurrence with the City Manager of the nominations of Earl Burson, City Manager City of Harrah; Janice Cain, City Manager City of Altus and Pam Polk, City Manager City of Collinsville to the Board of Trustees of the Oklahoma Municipal Assurance Group. *(Cora Middleton, City Clerk)*

ITEMS REMOVED FROM CONSENT AGENDA

PUBLIC HEARING

All persons interested in any ordinance listed under Scheduled Business shall have an opportunity to be heard in accordance with Article 2, Section 2.12(b) of the City Charter.

SCHEDULED BUSINESS

1. Consider and act upon, approval and authorization for the Mayor to sign an Energy Audit Agreement between the City of McAlester and Ameresco, Inc. for the installation of energy conservation measures within City facilities. *(Peter Stasiak, City Manager)*

Executive Summary

Approve and authorize the Mayor to sign the Energy Audit Agreement between the City of McAlester and Ameresco, Inc.

2. Consider and act upon, authorizing the Mayor to sign the updates to the Wholesale Water Purchase Contracts. *(Toni Ervin, Chief Financial Officer)*

Executive Summary

Staff recommends that the Council make a motion to approve and authorize the Mayor to sign the Wholesale Water Purchase Contracts.

3. Consider and act upon, acceptance and authorization for the Mayor to sign the Change Order No. One for the Automatic Meter Reading System by Utility Technology Services, Inc. for a deduction of 1100 5/8" x 3/4" Water meters and an addition of 1100 5/8" x 1/2" Water Meters. This is a net \$0 change to the contracted price. *(Toni Ervin, CFO, Sherri Swift, Accountant)*

Executive Summary

Staff recommends that the Council approve Change Order No. One.

4. Discussion and possible action, on approval of certain costs related to the Fire Department Funds to be used from the City of McAlester Fire Department's portion of the county quarter cent excise tax for the fire services. *(Brett Brewer, Fire Chief)*

Executive Summary

Motion to approve and accept a bid award to Casco Industries to purchase bunker gear. The bid amount is \$12,666.00. The funds to be used will come from the City of McAlester Fire Department's portion of the county quarter cent excise tax for fire services.

5. Discussion and possible action, on approval of certain costs related to the Fire Department Funds to be used from the City of McAlester Fire Department's portion of the county quarter cent excise tax for the fire services. *(Brett Brewer, Fire Chief)*

Executive Summary

Motion to approve the purchase of hand guns for the Fire Department with funds to be used from the City of McAlester Fire Department's portion of the county quarter cent excise tax for fire services.

6. Consider and act upon, accepting the bid amount of \$106,974.55 from Katcon, Inc. to repair a portion of Tributary "B" canal wall and floor, and authorizing the Mayor to sign the Notice of Award to Katcon, Inc., and the Agreement to complete the repair. *(Peter Stasiak, City Manager)*

Executive Summary

The recommendation is to enter into an agreement with Katcon, Inc. for the Total Bid equal to \$106,974.55, to repair a portion of Tributary "B" canal wall and floor.

7. Consider and act upon, a "Use Permit After Review" for the use of the property at 319 E. Polk Avenue as "municipal uses". *(Jayme Clifton, Planning Technician)*

Executive Summary

Motion to approve a "Use Permit After Review" for the use of the property at 319 E Polk Avenue as "municipal uses" and to authorize the Mayor to sign the "Use Permit after Review" approval form.

8. Submission, and Presentation of the 5-Year Capital Improvements Plan for FY 2017/18-2021/22. *(Peter Stasiak, City Manager)*

Executive Summary
Presentation.

9. Consider and act to authorize the public release of the City Council Sub-Committee's Internal Personnel Investigative Report provided to the City Council on February 14, 2017, or in the alternative to designate said report as a confidential personnel record. *(Joe Ervin, City Attorney)*

Executive Summary

The City Attorney recommends that the City Council authorize the public release of the final investigative report referenced above.

10. Consider and act to authorize the public release of the Internal Personnel Disciplinary Investigative Report prepared by Safety/Human Resources and provided to the City Manager on January 25, 2017, or in the alternative to designate said report as a confidential personnel record. *(Joe Ervin, City Attorney)*

Executive Summary

The City Attorney recommends that the City Council authorize the public release of the final investigative report referenced above.

11. Consider and act to authorize the public release of employee performance evaluations for former city employees Kathy Wall and Jerry Lynn Wilson, or in the alternative to designate said evaluations as confidential personnel records. *(Joe Ervin, City Attorney)*

Executive Summary

The City Attorney recommends that the City Council authorize the release of the individual performance evaluations referenced above to the individual employee who are the subject of the evaluations, but to maintain the records as confidential personnel records in every other respect.

NEW BUSINESS

Any matter not known or which could not have been reasonably foreseen prior to the time of posting the Agenda in accordance with Sec. 311.9, Title 25, Oklahoma State Statutes

CITY MANAGER'S REPORT (Peter J. Stasiak)

- Report on activities for the past two weeks.

REMARKS AND INQUIRIES BY CITY COUNCIL

MAYORS COMMENTS AND COMMITTEE APPOINTMENTS

RECESS COUNCIL MEETING

CONVENE AS McALESTER AIRPORT AUTHORITY

Majority of a Quorum required for approval

- Approval of the Minutes from the February 28, 2017, Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item C, regarding claims ending March 7, 2017. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item 1, approval and authorization for the Mayor to sign an Energy Audit Agreement between the City of McAlester and Ameresco, Inc. for the installation of energy conservation measures within City facilities. *(Peter Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item 8, the submission and presentation of the 5-Year Capital Improvements Plan for FY 2017/18-2021/22. *(Peter Stasiak, City Manager)*

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CONVENE AS McALESTER PUBLIC WORKS AUTHORITY

Majority of a Quorum required for approval

- Approval of the Minutes from the February 28, 2017, Regular Meeting of the McAlester Public Works Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item C, regarding claims ending March 7, 2017. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item D, authorization for the Mayor to sign a Maintenance Contract with Miller Office Supply for (4) four copiers. *(Toni Ervin, CFO, Sheila Norman, Purchasing Fixed Assets)*
- Confirm action taken on City Council Agenda Item 1, approval and authorization for the Mayor to sign an Energy Audit Agreement between the City of McAlester and Ameresco, Inc. for the installation of energy conservation measures within City facilities. *(Peter Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item 2, authorization for the Mayor to sign the updates to the Wholesale Water Purchase Contracts. *(Toni Ervin, Chief Financial Officer)*

- Confirm action taken on City Council Agenda Item 3, acceptance and authorization for the Mayor to sign the Change Order No. One for the Automatic Meter Reading System by Utility Technology Services, Inc. for a deduction of 1100 5/8" x 3/4" Water meters and an addition of 1100 5/8" x 1/2" Water Meters. This is a net \$0 change to the contracted price. *(Toni Ervin, CFO, Sherri Swift, Accountant)*
- Confirm action taken on City Council Agenda Item 6, acceptance of the bid amount of \$106,974.55 from Katcon, Inc. to repair a portion of Tributary "B" canal wall and floor, and authorization for the Mayor to sign the Notice of Award to Katcon, Inc., and the Agreement to complete the repair. *(Peter Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item 8, the submission and presentation of the 5-Year Capital Improvements Plan for FY 2017/18-2021/22. *(Peter Stasiak, City Manager)*

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RECONVENE COUNCIL MEETING

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on this _____ day of _____ 2017 at _____ a.m./p.m. as required by law in accordance with Section 303 of the Oklahoma Statutes and that the appropriate news media was contacted. As a courtesy, this agenda is also posted on the City of McAlester website: www.cityofmcalester.com.

Cora M. Middleton, City Clerk