



# McAlester City Council

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## NOTICE OF MEETING

### Regular Meeting Agenda

Tuesday, June 27, 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](http://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**

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*Announce the presence of a Quorum.*

#### **INVOCATION & PLEDGE OF ALLEGIANCE**

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#### **ROLL CALL**

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**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 May 23, 2017, Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- B. Approval of the Minutes from the June 6, 2017 Special Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- C. Approval of Claims for June 7, 2017 through June 20, 2017. *(Toni Ervin, Chief Financial Officer)*
- D. Consider and act upon, authorizing the Mayor to sign an Agreement between BizTel Communications, LLC and the City of McAlester to maintain and service Samsung iDCS Digital and Analog Telephone sets located at City Hall. *(James Stanford, IT Computer Support Specialists)*
- E. Consider and act upon, authorizing the Mayor to sign an Agreement between BizTel Communications, LLC and the City of McAlester to maintain and service all 1 and 2 line non-system telephones and associated wiring owned by the City of McAlester within various locations of the City of McAlester. *(James Stanford, IT Computer Support Specialists)*
- F. Consider and act upon, authorizing the Mayor to ratify and approve an agreement between the City of McAlester and MegaPath for providing local and long distance calling services. *(James Stanford, IT Computer Support Specialists)*
- G. Consider and act upon, authorizing the Mayor to ratify and approve an annual Service Maintenance & License Agreement between the City of McAlester and CivicPlus for the City website. *(James Stanford, IT Computer Support Specialists)*
- H. Consider and act upon, authorizing the Mayor to sign a contract between the City of McAlester and Pride-in-McAlester for funding in the amount of \$60,000, *(Stephanie Giacomo, Director)*
- I. Consider and act upon, authorizing the Mayor to sign an Agreement between Oklahomans for Independent Living and the City of McAlester for funding in the amount of \$24,000. *(Pam Pulchny, Executive Director)*

- J. Consider and act upon, authorizing the Mayor to sign an Agreement between Old Town and the City of McAlester for funding in the amount of \$12,800. *(Brenda Baxter, President)*
- K. Consider and act upon, authorizing the Mayor to sign a contract between the City of McAlester and Pittsburg County Emergency Management for Fiscal Year 2017/2018 funding in the amount of \$50,000. *(Kevin Smith, Chairman, Board of County Commissioners)*
- L. Consider and act upon, authorizing the Mayor to ratify and approve the Agreement between McAlester Public Works Authority and Severn Trent Environmental Services, Inc. to Manage, Operate and Maintain the Water Treatment Plant. *(David Horinek, Public Works Director)*
- M. Consider and act upon, authorizing the Mayor to sign an agreement with “Feed the Need Foundation for Rural Oklahoma” (KEDDO) for funding of the City of McAlester’s Title III nutrition centers. *(Mel Priddy, Community Services Director)*
- N. Consider and act upon, authorizing the Mayor to sign a contract between the City of McAlester and McAlester Main Street for funding in the amount of \$30,000. *(Christi John, President)*
- O. Concur with the Mayor’s reappointment of Carl Gullick to the Audit & Finance Advisory Committee for a term to expire March, 2021. *(John Browne, Mayor)*
- P. Consider and act upon, authorizing the Mayor to sign agreement with Jordan Carris Insurance for Renewal of Excess Worker’s Compensation Insurance coverage. *(Toni Ervin, Chief Financial Officer)*
- Q. Consider and act upon, approval and authorization for the Mayor to sign a Professional Consulting Services Agreement with LBR Inc. for the McAlester Regional Airport. *(George Marcangeli, Special Projects Engineer)*
- R. Consider and act upon, authorizing the Mayor to approve and sign a Business Customer Service Agreement between the City of McAlester and U.S. Cellular for wireless telecommunication services and equipment. *(James Stanford, IT Computer Support Specialist)*
- S. Consider and act upon, authorizing the Mayor to sign Public Works Project Contract(s) between the Oklahoma Department of Corrections and the City of McAlester. *(Mel Priddy, Community Services Director)*
- T. Consider and act upon, authorizing the Mayor to sign an Agreement for the 2017 Junior Sunbelt Classic between McAlester Public Schools and the City of McAlester for funding in the amount of \$15,000. *(Peter Stasiak, City Manager)*

- U. Consider and act upon, to approve and authorize the execution of a Professional Economic Development Consulting Services Agreement with Retail Attractions, LLC for a twelve month term from July 1, 2017 through June 30, 2018. *(Kirk Ridenour, Director, Economic Development)*

## **ITEMS REMOVED FROM CONSENT AGENDA**

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### **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.*

#### **A PUBLIC HEARING ON FY-17 CDBG SMALL CITIES GRANT; FOR PROPOSED WATERLINE REPLACEMENTS PROJECT.**

**AN ORDINANCE TO CLOSE THE PUBLIC WAYS AND EASEMENTS THAT LIES IN THE NORTHERLY 30 FEET OF LOT 92; AND THE EASTERLY 30 FEET OF LOT 92 LYING NORTH OF U.S. HIGHWAY NO. 69; AND THE SOUTHERLY 30 FEET OF LOT 68; AND THE EASTERLY 30 FEET OF THE SOUTHERLY 182.39 FEET OF LOT 68; AND THE WESTERLY 30 FEET OF THE SOUTHERLY 180.99 FEET OF LOT 68; IN TOWNSITE ADDITION NO. 4, IN PITTSBURG COUNTY, STATE OF OKLAHOMA.**

### **SCHEDULED BUSINESS**

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1. Consider and act upon, adopting Citizen's Participation Plan for FY-2017 CDBG Project. *(Millie Vance, Millie Vance Inc.)*

#### Executive Summary

Motion to approve Citizen's Participation Plan for FY-2017 CDBG Project.

2. Consider and act upon, adopting a Resolution to apply for FY-2017 CDBG Grant. *(Millie Vance, Millie Vance Inc.)*

#### Executive Summary

Motion to adopt a Resolution to apply for FY-2017 CDBG Grant.

3. Consider and act upon, adopting a Resolution on Leveraged/Matching funds for FY-2017 CDBG Waterline Replacement Project. *(Millie Vance, Millie Vance Inc.)*

#### Executive Summary

Motion to adopt a Resolution on Leveraged/Matching funds for FY-2017 CDBG Waterline Replacement Project.

4. Consider and act upon, adopting a Residential Anti-Displacement Plan for FY-2017 CDBG Waterline Replacement Project. *(Millie Vance, Millie Vance Inc.)*

## Executive Summary

Motion to adopt a Residential Anti-Displacement Plan for FY-2017 CDBG Waterline Replacement Project.

5. Consider and act upon, approval and authorizing the Mayor to sign a Contract with Millie Vance Incorporated to prepare FY-2017 CDBG grant application and administer project. *(Millie Vance, Millie Vance Inc.)*

## Executive Summary

Motion to approve and authorize the Mayor to sign a Contract with Millie Vance Incorporated to prepare FY-2017 CDBG grant application and administer project.

6. Consider and act upon, an Ordinance to close the public ways and easements in the Northerly 30 feet of Lot 92; and The Easterly 30 feet of Lot 92 lying North of U.S. Highway No. 69; and the Southerly 30 feet of Lot 68; and The Easterly 30 feet of the Southerly 182.39 feet of Lot 68; and The Westerly 30 feet of the Southerly 180.99 feet of Lot 68; In Townsite Addition No. 4, in Pittsburg County, State of Oklahoma subject to the special condition that a utility easement be maintained for the City of McAlester's existing water and sewer mains within the easement to be closed. *(Jayme Clifton, Director, Community Development)*

## Executive Summary

Motion to approve and act upon the Ordinance to close the public ways and easements in the Northerly 30 feet of Lot 92; and The Easterly 30 feet of Lot 92 lying North of U.S. Highway No. 69; and the Southerly 30 feet of Lot 68; and The Easterly 30 feet of the Southerly 182.39 feet of Lot 68; and The Westerly 30 feet of the Southerly 180.99 feet of Lot 68; In Townsite Addition No. 4, in Pittsburg County, State of Oklahoma subject to the special condition that a utility easement be maintained for the City of McAlester's existing water and sewer mains within the easement to be closed and to authorize the Mayor to sign the Ordinance.

7. Discussion and update on Financials. *(Toni Ervin, Chief Financial Officer)*

## Executive Summary

Discussion.

8. Discussion of McAlester Code of Ordinances Sec. 102-112, Ordinance 2137, Operation of Golf Carts on City Streets. *(Jason Barnett, Councilman Ward 6)*

## Executive Summary

Discussion.

9. Consider and act upon, to approve the selection of Guernsey as the most suitable firm for the update of the City of McAlester Comprehensive Plan and to authorize staff to begin negotiations with Guernsey for the efforts of negotiating a contract for review, consideration, and approval by the Council. *(Jayme Clifton, Director, Community Development)*

## Executive Summary

Motion to approve the selection of Guernsey as the most suitable firm for the update of the City of McAlester Comprehensive Plan and to authorize staff to begin negotiations with Guernsey, for the efforts of negotiating a contract for review, consideration, and approval by the Council.

10. Consider and act upon, declaring a 2015 Ford Explorer, vin. #8882, surplus property in accordance with the Code of Ordinances Sec. 2-410 and authorize the City Manager to accept insurance settlement. *(Cora Middleton, City Clerk)*

Executive Summary

Motion to declare a 2015 Ford Explorer, vin. #8882, surplus property and authorize the acceptance of insurance settlement.

11. Consider and act upon, to authorize the execution of a third Professional Services Agreement with The Spectrum Group to provide technical and logistical assistance to establish the goals, objectives, and timing of the 2017 Annual Stampede Event and to provide Legislative/Department of Defense monitoring and advocacy services. *(Kirk Ridenour, Director, Economic Development)*

Executive Summary

Motion to approve and authorize the execution of the FY18 Professional Services Agreement with the The Spectrum Group.

12. Consider and act upon, authorizing the Mayor to sign the Contractor's Final Pay Estimate No. 2 for the contract with KATCON, Inc. for construction of Tributary "B" Canal, 2017 Repair Project #1 and accept the project as completed. *(David Horinek, Public Works Director)*

Executive Summary

Motion to approve final payment for the Tributary "B" Canal, 2017 Repair Project #1 to KATCON, Inc. and accept the project as completed.

13. Consider and act upon, accepting the bid amount of \$48,300.00 from Gipson Construction to replace a portion of 36" Storm Water Drainage Pipe at 1510 S Main Street, and authorizing the Mayor to sign the Notice of Award and the Agreement to Gipson Construction. *(David Horinek, Public Works Director)*

Executive Summary

The recommendation is to enter into an agreement with Gipson Construction for the Total Bid equal to \$48,300.00, to replace a portion of the 36" Storm Water Drainage Pipe at 1510 S Main Street.

14. Consider and act upon, authorizing the purchase of one new and unused 2017 Police Pursuit Dodge Charger for \$22,352.00 on State of Oklahoma Vehicle Contract SW35 pursuant to Section 2-382 of the McAlester City Code. *(Darrell Miller, Deputy Chief of Police)*

Executive Summary

Motion to approve the purchase of one new and unused 2017 Dodge Charger.

## **NEW BUSINESS**

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*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)**

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- Report on activities for the past two weeks.

**REMARKS AND INQUIRIES BY CITY COUNCIL**

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**MAYORS COMMENTS AND COMMITTEE APPOINTMENTS**

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**RECESS COUNCIL MEETING**

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**CONVENE AS McALESTER AIRPORT AUTHORITY**

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*Majority of a Quorum required for approval*

- Approval of the Minutes from the June 13, 2017, Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item C, regarding claims ending June 20, 2017. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item P, authorization for the Mayor to sign agreement with Jordan Carris Insurance for Renewal of Excess Worker's Compensation Insurance coverage. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item Q, approval and authorization for the Mayor to sign a Professional Consulting Services Agreement with LBR Inc. for the McAlester Regional Airport. *(George Marcangeli, Special Projects Engineer)*
- Confirm action taken on City Council Agenda Item R, authorizing the Mayor to approve and sign a Business Customer Service Agreement between the City of McAlester and U.S. Cellular for wireless telecommunication services and equipment. *(James Stanford, IT Computer Support Specialist)*
- Confirm action taken on City Council Agenda Item 9, to approve the selection of Guernsey as the most suitable firm for the update of the City of McAlester Comprehensive Plan and to authorize staff to begin negotiations with Guernsey for the efforts of negotiating a contract for review, consideration, and approval by the Council. *(Jayme Clifton, Director, Community Development)*

**ADJOURN MAA****CONVENE AS McALESTER PUBLIC WORKS AUTHORITY**

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*Majority of a Quorum required for approval*

- Approval of the Minutes from the June 13, 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 June 20, 2017. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item L, authorization for the Mayor to ratify and approve the Agreement between McAlester Public Works Authority and Severn Trent Environmental Services, Inc. to Manage, Operate and Maintain the Water Treatment Plant. *(David Horinek, Public Works Director)*
- Confirm action taken on City Council Agenda Item P, authorization for the Mayor to sign agreement with Jordan Carris Insurance for Renewal of Excess Worker's Compensation Insurance coverage. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item R, authorizing the Mayor to approve and sign a Business Customer Service Agreement between the City of McAlester and U.S. Cellular for wireless telecommunication services and equipment. *(James Stanford, IT Computer Support Specialist)*
- Confirm action taken on City Council Agenda Item 1, adoption of a Citizen's Participation Plan for FY-2017 CDBG Project. *(Millie Vance, Millie Vance Inc.)*
- Confirm action taken on City Council Agenda Item 2, adoption of a Resolution to apply for FY-2017 CDBG Grant. *(Millie Vance, Millie Vance Inc.)*
- Confirm action taken on City Council Agenda Item 3, adoption of a Resolution on Leveraged/Matching funds for FY-2017 CDBG Waterline Replacement Project. *(Millie Vance, Millie Vance Inc.)*
- Confirm action taken on City Council Agenda Item 4, adoption of a Residential Anti-Displacement Plan for FY-2017 CDBG Waterline Replacement Project. *(Millie Vance, Millie Vance Inc.)*
- Confirm action taken on City Council Agenda Item 5, approval and authorization for the Mayor to sign a Contract with Millie Vance Incorporated to prepare FY-2017 CDBG grant application and administer project. *(Millie Vance, Millie Vance Inc.)*
- Confirm action taken on City Council Agenda Item 6, an Ordinance to close the public ways and easements in the Northerly 30 feet of Lot 92; and The Easterly 30 feet of Lot 92 lying North of U.S. Highway No. 69; and the Southerly 30 feet of Lot 68; and The Easterly 30 feet of the Southerly 182.39 feet of Lot 68; and The Westerly 30 feet of the Southerly 180.99 feet of Lot 68; In Townsite Addition No. 4, in Pittsburg County, State of Oklahoma subject to the special condition that a utility easement be maintained for the City of



McAlester's existing water and sewer mains within the easement to be closed. *(Jayme Clifton, Director, Community Development)*

- Confirm action taken on City Council Agenda Item 9, approval of the selection of Guernsey as the most suitable firm for the update of the City of McAlester Comprehensive Plan and to authorize staff to begin negotiations with Guernsey for the efforts of negotiating a contract for review, consideration, and approval by the Council. *(Jayme Clifton, Director, Community Development)*
- Confirm action taken on City Council Agenda Item 12, authorization for the Mayor to sign the Contractor's Final Pay Estimate No. 2 for the contract with KATCON, Inc. for construction of Tributary "B" Canal, 2017 Repair Project #1 and accept the project as completed. *(David Horinek, Public Works Director)*
- Confirm action taken on City Council Agenda Item 13, acceptance of the bid amount of \$48,300.00 from Gipson Construction to replace a portion of 36" Storm Water Drainage Pipe at 1510 S Main Street, and authorizing the Mayor to sign the Notice of Award and the Agreement to Gipson Construction. *(David Horinek, Public Works Director)*

#### ADJOURN MPWA

#### CONVENE AS MCALESTER RETIREMENT TRUST AUTHORITY

*Majority of a Quorum required for approval*

- Approval of the Minutes from the May 23, 2017 Regular Meeting of the McAlester Retirement Trust Authority. *(Cora Middleton, City Clerk)*
- Approval of Retirement Benefit Payments for the Period of June, 2017. *(Toni Ervin, Chief Financial Officer)*

#### ADJOURN MRTA

#### 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](http://www.cityofmcalester.com).*

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Cora M. Middleton, City Clerk