



McAlester City Council

NOTICE OF MEETING

Regular Meeting Agenda

Tuesday, August 14, 2018 – 6:00 pm
McAlester City Hall – Council Chambers
28 E. Washington

John Browne	Mayor
Weldon Smith	Ward One
Cully Stevens, Vice-Mayor	Ward Two
Travis Read	Ward Three
James Brown	Ward Four
Buddy Garvin	Ward Five
Zach Prichard	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

Employee of the Month for July, 2018 is Master Patrolman Chuck Sutterfield of the McAlester Police Department. *(John Browne, Mayor)*

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 July 16, 2018, Special Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- B. Approval of the Minutes from the July 24, 2018, Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- C. Approval of Claims for July 18, 2018 through August 7, 2018. *(Toni Ervin, Chief Financial Officer)*
- D. Accept and place on file the Pride in McAlester Annual Report for Fiscal Year 2017-2018. *(Stephanie Giacomo, Executive Director)*
- E. Accept and place on file the McAlester Main Street Annual Report for Fiscal Year 2017-2018. *(Christine Hermsmeyer, Executive Director)*
- F. Concur with the Mayor's reappointment of Primus Moore, Carl Gullick, and Karen Stobaugh to the McAlester Planning Commission for terms to expire on August 31, 2021. *(John Browne, Mayor)*
- G. Concur with the Mayor's appointment of Sandra Henslee to the Audit & Finance Committee for a term to expire March 31, 2019. Ms. Henslee will be completing the term left vacant by Ms. Brandi McWilliams. *(John Browne, Mayor)*
- H. Consider and act upon, authorization for the Mayor to sign the addendum requested from the County Commissioners to the 911 Agreement with the County. *(Toni Ervin, Chief Financial Officer)*
- I. Consider and act upon, authorizing the City Manager to sign the Proposed Award from the Oklahoma Office of Homeland Security - 2016 Homeland Security Grant Program; QRae III Project; #860.043 in the amount of \$2,999.76. *(Brett Brewer, Fire Chief)*

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.

CONSIDER AND ACT UPON AN ORDINANCE OF THE CITY OF MCALESTER, OKLAHOMA; AMENDING MCALESTER MUNICIPAL CODE CHAPTER 48, FEES, CHARGES AND SERVICE RATES, CHAPTER 6, ARTICLE II, DIVISION 3, OCCUPATION TAX; SECTION 6-66, REPEALING ALL CONFLICTING ORDINANCES; AND ESTABLISHING AN EFFECTIVE DATE OF OCTOBER 1, 2018.

CONDUCT A PUBLIC HEARING ON STRUCTURES DEEMED BY CITY STAFF TO BE DILAPIDATED BY REASON OF DETERIORATION, AGE OR OBSOLESCENCE, INADEQUATE PROVISION OF VENTILATION, LIGHT, AIR OR SANITATION, NEGLECT, NEED OF REPAIR, OR ACCUMULATION OF DEBRIS, WHERE THE SAME CONSTITUTES A DANGER TO THE SAFETY OF THE NEIGHBORHOOD AND CONSIDER, AND ACT UPON, A RESOLUTION DECLARING CERTAIN STRUCTURES AS DILAPIDATED AND DETRIMENTAL TO THE HEALTH, SAFETY, OR WELFARE OF THE GENERAL PUBLIC.

SCHEDULED BUSINESS

1. Consider and act upon, approving a contribution to the McAlester Area Arts & Humanities Council for the CultureFest 2018 in the amount of \$10,335.00. *(Mary Helfenbein, McAlester Area Arts & Humanities)*

Executive Summary

Motion to approve a contribution to the McAlester Area Arts & Humanities Council for the CultureFest 2018 in the amount of \$10,335.00.

2. Consider and act upon, an ordinance of the City of McAlester; amending Chapter 48 Fees, Charges and Service Rates, Chapter 6, Article II, Division 3, Occupation Tax; Section 6-66, repealing all conflicting ordinances; and establishing an effective date of October 1, 2018. *(Peter Stasiak, City Manager)*

Executive Summary

Motion to pass and approve the ordinance amending occupation tax fees and establishing an effective date of October 1, 2018.

3. Consider and act upon, to authorize the Mayor to sign a Memorandum of Understanding between the City of McAlester and Eastern Oklahoma State College for the financial support to employ a small business advisor through the Oklahoma Small Business Development Center. *(Kirk Ridenour, Economic Development)*

Executive Summary

Staff recommends approval of the FY19 Memorandum of Understanding.

4. Discussion of the McAlester Downtown Area Reinvestment Review Committee. (*Kirk Ridenour, Economic Development*)

Executive Summary

No action requested by staff.

5. Consider and act upon, authorizing the Mayor to sign the Contractor's Final Pay Estimate No. 1 - Final and Certificate of Substantial Completion for the contract with Built Right Construction, LLC for the Canal Wall Repair, Kiowa and 8th Street and accept the project as completed. (*Robert Vaughan, Infrastructure Solutions Group*)

Executive Summary

Motion to authorize the Mayor to sign the Contractor's Final pay Estimate No. 1 - Final in the amount of \$42,565.32 and the Certificate of Substantial Completion for the contract with Built Right Construction, LLC for the Canal Wall Repair, Kiowa and 8th Street and accept the project as completed.

6. Consider and act upon, authorizing the Mayor to sign the State Grant application for Airport Improvements and any other grant related documents for State assistance from the Oklahoma Aeronautics Commission. (*David Horinek, Public Works*)

Executive Summary

Motion to approve and authorize the Mayor to sign a grant application and any other grant related documents for State assistance from the Oklahoma Aeronautics Commission.

7. Discussion and possible action, on approval of certain costs related to the Fire Department. (*Brett Brewer, Fire Chief*)

Executive Summary

Motion to approve and accept the bid from Emergency Service Supply in the amount of \$24,720.00 for the remounting of one (1) Type III ambulance to be placed on our Ford E-450 chassis.

8. Consider and act upon, declaring certain equipment surplus property in accordance with the Code of Ordinances Sec. 2-410 and authorize the City Manager to sell them in accordance with the Code of Ordinances Sec. 2-411. (*Toni Ervin, Chief Financial Officer*)

Executive Summary

Motion to declare certain equipment surplus property and authorize the sale of said equipment.

9. Conduct a Public Hearing on structures deemed by City Staff to be dilapidated by reason of deterioration, age or obsolescence, inadequate provision of ventilation, light, air or sanitation, neglect, need of repair, or accumulation of debris, where the same constitutes a danger to the safety of the neighborhood and consider, and act upon, a resolution declaring certain structures as dilapidated and detrimental to the health, safety, or welfare of the general public. (*Jayme Clifton, Director, George Estrada, Building Inspector*)

Executive Summary

Upon the conclusion of the Public Hearing, motion to approve a resolution declaring certain structures as dilapidated and detrimental to the health, safety, or welfare of the general public.

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 July 24, 2018, Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item C, regarding claims ending August 7, 2018. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item 6, authorization for the Mayor to sign the State Grant application for Airport Improvements and any other grant related documents for State assistance from the Oklahoma Aeronautics Commission. *(David Horinek, Public Works)*

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

Majority of a Quorum required for approval

- Approval of the Minutes from the July 24, 2018, Regular Meeting of the McAlester Public Works Authority. *(Cora Middleton, City Clerk)*

- Confirm action taken on City Council Agenda Item C, regarding claims ending August 7, 2018. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item 5, authorization for the Mayor to sign the Contractor’s Final Pay Estimate No. 1 - Final and Certificate of Substantial Completion for the contract with Built Right Construction, LLC for the Canal Wall Repair, Kiowa and 8th Street and accept the project as completed. *(Robert Vaughan, Infrastructure Solutions Group)*
- Confirm action taken on City Council Agenda Item 8, the declaration of certain equipment as surplus property in accordance with the Code of Ordinances Sec. 2-410 and authorize the City Manager to sell them in accordance with the Code of Ordinances Sec. 2-411. *(Toni Ervin, Chief Financial Officer)*

ADJOURN MPWA

RECONVENE COUNCIL MEETING

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on this _____ day of _____ 2018 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