



# McAlester City Council

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## NOTICE OF MEETING

### Regular Meeting Agenda

Tuesday, September 25, 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](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**

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*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**

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*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 September 11, 2018, Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- B. Approval of Claims for September 5, 2018 through September 18, 2018. *(Toni Ervin, Chief Financial Officer)*
- C. Consider and act upon, authorizing the Mayor to sign an ACC Business Agreement for managed Point to Point Service for ISP, 100 mbps Fiber, between City Hall and the New Police Station (Federal Building). *(James Stanford, IT Computer Support Specialist)*
- D. Consider and act upon, approval of the Ward 6 Councilman, Zach Prichard, attending the New Municipal Officials Institute on November 15, 2018 in McAlester at the Eastern Oklahoma State College McAlester Campus, 1802 College Ave., McAlester, OK. *(Cora Middleton, City Clerk)*
- E. Consider and act upon, approval of On-site shredding agreement with Shred-it for automatic monthly shredding service at City Hall. *(Cora Middleton, City Clerk)*
- F. Consider and act upon, authorization of the expenditure of \$3,000.00 of City Funds for the Mayor to attend the McAlester Stampede in Washington D.C. on October 1, 2018 through October 5, 2018. *(Cora Middleton, City Clerk)*
- G. Discussion and possible action, on approval of certain costs related to the Fire Department. Funds to be used from the City of McAlester's Fire Department's portion of the county quarter cent excise tax for fire services. *(Brett Brewer, Fire Chief)*

## **ITEMS REMOVED FROM CONSENT AGENDA**

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## **PUBLIC HEARING**

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*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 25, 2018.**

**SCHEDULED BUSINESS**

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1. Consider and act upon, amendment of an ordinance of the City of McAlester; 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 25, 2018. (*Peter Stasiak, City Manager*)

Executive Summary

Motion to discuss the ordinance amending occupation tax fees and establishing an effective date of October 25, 2018.

2. Consider and act upon, authorizing the Mayor, Chief Finance Officer, and City Attorney to sign all required documents for the final payment and closeout for Project 3-40-0057-015-2017 "Rehabilitate Runway 2/20 and Connecting Taxiways (Design Only)". (*David Horinek, Public Works Director*)

Executive Summary

Motion to approve and authorize the Mayor, Chief Finance Officer, and City Attorney to sign all required documents for the final payment and closeout for Project 3-40-0057-015-2017 "Rehabilitate Runway 2/20 and Connecting Taxiways (Design Only)".

3. Consider and act upon, authorizing the Mayor and City Attorney to sign all required documents for the bidder selected, including the grant application, grant agreement, the construction contract, the sponsor's certifications and any other documents related to the project "Rehabilitate Runway 2-20 and Connecting Taxiways", FAA AIP 3-40-0057-016-2018 and OAC MLC-18-FS. All referenced documents will be forth coming from LBR Inc., The Federal Aviation Administration and The Oklahoma Aeronautical Commission. (*David Horinek, Public Works Director*)

Executive Summary

Motion to approve and authorize the Mayor and City Attorney to sign all required documents for the bidder selected, including the grant application, grant agreement, the construction contract, the sponsor's certifications and any other documents related to the project "Rehabilitate Runway 2-20 and Connecting Taxiways", FAA AIP 3-40-0057-016-2018 and OAC MLC-18-FS.

4. Discussion on Monthly Financial update. (*Toni Ervin, Chief Financial Officer*)

Executive Summary

Discussion on City of McAlester’s Financial update.

- 5. Consider and act upon, awarding the bid in the amount of \$64,105.02 for 911 Ergonomic Console Furniture for the 911 Center to Xybix Systems of Littleton, Colorado. *(Shawn Smith, E911 Manager)*

Executive Summary

Motion to approve the award of bid to Xybix Systems.

- 6. Consider and act upon, awarding the bid in the amount of \$50,897.06 for one new and unused ISO Compliant 60kW Diesel Fueled Generator for the 911 Center to Evans Enterprises of Norman, Oklahoma. *(Shawn Smith, E911 Manager)*

Executive Summary

Motion to approve the award of bid to Evans Enterprises.

- 7. Consider and act upon, awarding the bid in the amount of \$102,990.00, for network upgrade, virtualization and high availability for City Hall and the new Police Department (Federal Building). *(James Stanford, IT Computer Support Specialist)*

Executive Summary

Motion to approve the award of the bid to WAV11, 460 S. Main, McAlester, OK 74501.

**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 September 11, 2018, Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item B, regarding claims ending September 18, 2018. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item 2, authorization for the Mayor, Chief Finance Officer, and City Attorney to sign all required documents for the final payment and closeout for Project 3-40-0057-015-2017 "Rehabilitate Runway 2/20 and Connecting Taxiways (Design Only)". *(David Horinek, Public Works Director)*
- Confirm action taken on City Council Agenda Item 3, authorization for the Mayor and City Attorney to sign all required documents for the bidder selected, including the grant application, grant agreement, the construction contract, the sponsor's certifications and any other documents related to the project "Rehabilitate Runway 2-20 and Connecting Taxiways", FAA AIP 3-40-0057-016-2018 and OAC MLC-18-FS. All referenced documents will be forthcoming from LBR Inc., The Federal Aviation Administration and The Oklahoma Aeronautical Commission. *(David Horinek, Public Works Director)*

#### 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 September 11, 2018, Regular Meeting of the McAlester Public Works Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item B regarding claims ending September 18, 2018. *(Toni Ervin, Chief Financial Officer)*

#### ADJOURN MPWA

#### **CONVENE AS MCALESTER RETIREMENT TRUST AUTHORITY**

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*Majority of a Quorum required for approval*

- Approval of the Minutes from the August 28, 2018 Regular Meeting of the McAlester Retirement Trust Authority. *(Cora Middleton, City Clerk)*
- Approval of Retirement Benefit Payments for the Period of September, 2018. *(Toni Ervin, Chief Financial Officer)*

#### ADJOURN MRTA

**ADJOURNMENT**

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

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**Cora M. Middleton, City Clerk**