



McAlester City Council

NOTICE OF MEETING

Regular Meeting Agenda

Tuesday, January 26, 2016 – 6:00 pm
McAlester City Hall – Council Chambers
28 E. Washington

Steve Harrison	Mayor
Weldon Smith.....	Ward One
John Titsworth	Ward Two
Travis Read, Vice Mayor.....	Ward Three
Robert Karr	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

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 Claims for January 6, 2016 through January 19, 2016. *(Toni Ervin, Chief Financial Officer)*
- B. Consider and act upon, a request from the University of Oklahoma, National Resource Center for Youth Services, to partner with them for the rental fee for the use of the Southeast Expo Center for their event, "Empowering OK Successful Adulthood Conference-Where Will You Be in 2016" for April 29, 2016 in the amount of \$315.00. *(Jerry Lynn Wilson, Community Services)*
- C. Consider and act upon, a request by the Italian Festival Foundation to partner with them for the rental fee for the use of the Southeast Expo Center for the 2016 Annual Italian Festival in the amount of \$2,125.00. *(Jerry Lynn Wilson, Community Services)*
- D. Consider and act upon, approval by the Council for the charge-off of \$1,049.92 currently owed the City of McAlester on an existing and active residential water account. *(Peter Stasiak, City Manager)*
- E. Concur with Oklahoma Municipal Assurance Group denial of Claim No. 201287-LR. *(Cora Middleton, City Clerk)*
- F. Concur with Oklahoma Municipal Assurance Group denial of Claim No. 201398-LR. *(Cora Middleton, City Clerk)*
- G. Consider and act upon, authorizing the Mayor to sign service contract with Technical Programming Services, Inc. (TPSi) to print and mail our utility bills. *(Toni Ervin, Chief Financial Officer)*
- H. Consider and act upon, authorizing the Mayor to sign service contract with ExecuTime Software, LLC for installation and maintenance of time entry software that interfaces with our Tyler Incode accounting software. *(Toni Ervin, Chief Financial Officer)*
- I. Consider and act upon, authorization of payment to EST, Inc., Invoice # 36198, in the amount of \$11,505.00 for Construction Management Services and Materials Testing Services related to CIP#4 and funded through the McAlester Public Works Authority Construction Fund Series 2014 Project Account. *(Peter Stasiak, City Manager)*

- J. Consider and act upon, authorization of payment to EST, Inc., Invoice # 36199, in the amount of \$25,462.50 for Construction Management Services and Materials Testing Services related to CIP#4A 6th Street and funded through the McAlester Public Works Authority Construction Fund Series 2014 Project Account. *(Peter Stasiak, City Manager)*

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.

AN ORDINANCE OF THE CITY OF McALESTER, OKLAHOMA, AMENDING ORDINANCE NO. 2538 WHICH ESTABLISHED THE BUDGET FOR FISCAL YEAR 2015-16; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY.

SCHEDULED BUSINESS

1. Consider and act upon, accepting the annual City of McAlester Audited Financial Statements and Independent Auditor's Report for Fiscal Year ending June 30, 2015. *(Toni Ervin, Chief Financial Officer)*

Executive Summary

Motion to accept the annual Audit for Fiscal Year ending June 30, 2015 for the City of McAlester

2. **TABLED FROM THE JANUARY 12TH MEETING:** Consider and act upon, authorizing the Mayor to sign a resolution in agreement with Oklahoma Department of Transportation for the removal of unwarranted traffic signals on Carl Albert Parkway. *(Peter Stasiak, City Manager)*

Executive Summary

Staff recommends participation and authorizing the Mayor to sign the attached Resolution.

3. Discussion and presentation of the Mid-Year Review of Fiscal Year 2015-2016. *(Toni Ervin, Chief Financial Officer, Peter Stasiak, City Manager)*

Executive Summary

Mid-Year Review of Fiscal Year 2015-2016 Budget.

4. Consider and act upon, an Ordinance amending Ordinance No. 2538 which established the budget for fiscal year 2015-16; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, Chief Financial Officer)*

Executive Summary

Motion to approve the budget amendment ordinance.

5. Consider and act upon, authorizing the Mayor to issue funds in the amount of \$3,214.00 to the Pittsburg County Regional Expo Authority Board. *(Bill Derichsweiler)*

Executive Summary

Staff recommends the authorization of funds in the amount of \$3,214.00 to Pittsburg County Regional Expo Authority as assistance for estimated utility expenditures for the balance of fiscal year 2015-2016.

6. **TABLED FROM THE JANUARY 12TH MEETING:** Consider and act upon, 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)*

Executive Summary

Motion to approve the cost of equipment necessary for a ropes rescue team. Funds to be used from the City of McAlester's Fire Department portion of the county quarter cent excise tax for fire services. Approx. cost, \$6,000.00.

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 January 12, 2016, Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item A, regarding claims ending January 19, 2016. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item 4, an Ordinance amending Ordinance No. 2538 which established the budget for fiscal year 2015-16; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, Chief Financial Officer)*

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

Majority of a Quorum required for approval

- Approval of the Minutes from the January 12, 2016, Regular Meeting of the McAlester Public Works Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item A, regarding claims ending January 19, 2016. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item D, approval by the Council for the charge-off of \$1,049.92 currently owed the City of McAlester on an existing and active residential water account. *(Peter Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item E, concurrence with Oklahoma Municipal Assurance Group denial of Claim No. 201287-LR. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item F, concurrence with Oklahoma Municipal Assurance Group denial of Claim No. 201398-LR. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item G, authorizing the Mayor to sign service contract with Technical Programming Services, Inc. (TPSi) to print and mail our utility bills. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item H, authorizing the Mayor to sign service contract with ExecuTime Software, LLC for installation and maintenance of time entry software that interfaces with our Tyler Incode accounting software. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item I, authorization of payment to EST, Inc., Invoice # 36198, in the amount of \$11,505.00 for Construction Management Services and Materials Testing Services related to CIP#4 and funded through the McAlester Public Works Authority Construction Fund Series 2014 Project Account. *(Peter Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item J, authorization of payment to EST, Inc., Invoice # 36199, in the amount of \$25,462.50 for Construction Management Services and Materials Testing Services related to CIP#4A 6th Street and funded through the McAlester Public Works Authority Construction Fund Series 2014 Project Account. *(Peter Stasiak, City Manager)*

- Confirm action taken on City Council Agenda Item 1, accepting the annual City of McAlester Audited Financial Statements and Independent Auditor's Report for Fiscal Year ending June 30, 2015. *(Toni Ervin, Chief Financial Officer)*
- **TABLED FROM JANUARY 12, 2016 MEETING:** Confirm action taken on City Council Agenda Item 2, authorizing the Mayor to sign a resolution in agreement with Oklahoma Department of Transportation for the removal of unwarranted traffic signals on Carl Albert Parkway. *(Peter Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item 3, the discussion and presentation of the Mid-Year Review of Fiscal Year 2015-2016. *(Toni Ervin, Chief Financial Officer, Peter Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item 4, an Ordinance amending Ordinance No. 2538 which established the budget for fiscal year 2015-16; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, Chief Financial Officer)*
- **TABLED FROM JANUARY 12, 2016 MEETING:** Confirm action taken on City Council Agenda Item 6, 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)*

ADJOURN MPWA

CONVENE AS MCALESTER RETIREMENT TRUST AUTHORITY

Majority of a Quorum required for approval

- Approval of the Minutes from the December 22, 2015 Regular Meeting of the McAlester Retirement Trust Authority. *(Cora Middleton, City Clerk)*
- Approval of Retirement Benefit Payments for the Period of January, 2016. *(Toni Ervin, CFO)*
- Confirm action taken on City Council Agenda Item 4, an Ordinance amending Ordinance No. 2538 which established the budget for fiscal year 2015-16; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, Chief Financial Officer)*

ADJOURN MRTA

RECONVENE COUNCIL MEETING

EXECUTIVE SESSION

Recess into Executive Session in compliance with Section Title 25 Section 307 B.2 et.seq. Oklahoma Statutes, to wit:

- 1) Proposed executive session pursuant to Title 25, Sec. 307 (B) (1), to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee: City Attorney, Ervin & Ervin
- 2) Legal Updates on Pending Claims

RECONVENE INTO OPEN SESSION

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on this _____ day of _____ 2016 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