



McAlester City Council

NOTICE OF MEETING

Regular Meeting Agenda

Tuesday, November 8, 2011 – 6:00 pm
McAlester City Hall – Council Chambers
28 E. Washington

- Kevin E. Priddle Mayor
- Weldon Smith Ward One
- Steve Harrison Ward Two
- John Browne.....Vice-Mayor, Ward Three
- Robert Karr Ward Four
- Buddy Garvin Ward Five
- Sam Mason 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

Dr. Charles Neff, First United Methodist Church

ROLL CALL

AWARD PRESENTATIONS

Employee of the Month for October 2011 is Clifford Vanderpool, Custodian for the Stipe Recreation Center.

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 October 11, 2011 Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- B. Approval of Claims for October 19, 2011 through November 1, 2011. *(Toni Ervin, Interim Chief Financial Officer)*
- C. Concur with Oklahoma Mutual Assurance Group recommendation to deny Claim No. 81225-ME. *(Cora Middleton, City Clerk)*
- D. Concur with Oklahoma Mutual Assurance Group recommendation to deny Claim No. 31268-ME. *(Cora Middleton, City Clerk)*
- E. Authorize the Mayor to sign Antero Resources Energy Division Order for City of McAlester Property No: 60575, Property Name: City of McAlester 30-1H and Property Description: 30-06N-15E. *(Cora Middleton, City Clerk)*
- E. Authorize the Mayor to sign an Emergency Medical Technician Basic, Intermediate and Paramedic Field Clinical Agreement between Kiamichi Technology Center and City of McAlester- McAlester Fire Department EMS. *(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.

AN ORDINANCE OF THE CITY OF McALESTER, OKLAHOMA, AMENDING ORDINANCE NO. 2392 WHICH ESTABLISHED THE BUDGET FOR FISCAL YEAR 2011-2012; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY.

AN ORDINANCE OF THE CITY OF McALESTER, OKLAHOMA, AMENDING ORDINANCE NO. 2132, AN ORDINANCE REGULATING THE WARD BOUNDARIES OF MCALESTER, OKLAHOMA, KNOWN AS FIRST WARD, SECOND WARD, THIRD WARD, FOURTH WARD, FIFTH WARD, SIXTH WARD; AND PROVIDING A SPECIFIC DESCRIPTION OF EACH WARD BOUNDARY.

SCHEDULED BUSINESS

1. Discussion and possible action, on a recommendation by the Audit and Finance Advisory Committee to change the City of McAlester Defined Benefit Retirement Plan and Trust by the following actions: *(Chairman Greg McNall, Audit and Finance Advisory Committee)*
 - Eliminating future DROP and Bonus Program Benefits to future participants.
 - Soft freeze of all retirement benefits to existing non-union City employees.
 - No retirement benefits to new hires until a 403b plan is in place.

Executive Summary

Motion to direct staff to work on the recommendations by the Audit and Finance Advisory Committee.

2. Consider, and act upon, an Ordinance amending Ordinance No. 2392 which established the budget for fiscal year 2011-2012; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, Interim CFO)*

Executive Summary

Motion to approve the budget amendment ordinance 2392.

3. **TABLED FROM PREVIOUS MEETING** - Consider and act upon, authorizing the Mayor to sign a contract to partner with the McAlester Chamber of Commerce to produce the McAlester Tourism Guide, an amount not to exceed \$10,290.00. *(Peter J. Stasiak, City Manager)*

Executive Summary

Motion to approve the contract to partner with the McAlester Chamber of Commerce in the amount not to exceed \$10,290.00 for the McAlester Tourism Guide.

4. Discussion and possible action, to approve an Ordinance to amend Ordinance Number 2132 to establish new ward boundary lines as a result of recent redistricting and adopting new legal descriptions for the six wards throughout the city. *(Peter J. Stasiak, City Manager)*

Executive Summary

Motion to approve amending Ordinance Number 2132 to establish new ward boundary lines.

5. Discussion and possible action, to authorize the Mayor to sign a Service & License Agreement with CivicPlus to develop a website for the City of McAlester. The contract shall remain in effect for a period of one year (12months) from signing. Total Fees for Year 1 in the amount of \$24,965. *(Peter J. Stasiak, City Manager)*

Executive Summary

Motion to authorize the Mayor to sign agreement with CivicPlus to create a City website.

6. Consider, and act upon, approval of Change Order No. 1 to the existing contract with KATCON, Inc. for construction of the Sandy Creek Canal Wall Repair at Seneca Avenue

and Tenth Street. This project was to rebuild concrete canal walls. *(John C. Modzelewski, P.E. City Engineer and Public Works Director)*

Executive Summary

Motion to approve Change Order No. 1 in the amount of -\$2,011.10 to the construction contract with KATCON, Inc. for construction of the Sandy Creek Canal Wall Repair at Seneca Avenue and Tenth Street.

- 7. Consider, and act upon, authorizing the Mayor to sign a Fee Proposal with Traffic Engineering Consultants, Inc. (TEC) to provide traffic signal design services for the intersection of South Strong Boulevard and East Wyandotte Avenue. *(John C. Modzelewski, P.E. City Engineer and Public Works Director)*

Executive Summary

Motion to approve and act upon the Fee Proposal with Traffic Engineering Consultants, Inc. to provide the design services for a lump sum fee of \$15,000.

- 8. Consider and act upon, a Resolution amending the City’s Non-Uniform Pay Plan and/or other benefits. *(Peter J. Stasiak, City Manager)*

Executive Summary

Motion to approve a Resolution amending the City Non-Uniform Pay Plan and/or other benefits.

- 9. Consider and act upon, a Resolution authorizing a pay increase for City employees outside the official non-uniform pay plan of the City of McAlester, Oklahoma. *(Peter J. Stasiak, City Manager)*

Executive Summary

Motion to approve a Resolution increasing the pay for non-uniform employees outside the official pay plan.

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

RECESS COUNCIL MEETING

CONVENE AS McALESTER AIRPORT AUTHORITY

Majority of a Quorum required for approval

- Approval of the Minutes from the October 25, 2011 Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item B, regarding claims ending November 1, 2011. *(Toni Ervin, Interim Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item 1, Discussion on a recommendation by the Audit and Finance Advisory Committee to change the City of McAlester Defined Benefit Retirement Plan and Trust by the following actions: *(Chairman Greg McNall, Audit and Finance Advisory Committee)*
 - Eliminating future DROP and Bonus Program Benefits to future participants.
 - Soft freeze of all retirement benefits to existing non-union City employees.
 - No retirement benefits to new hires until a 403b plan is in place.
- Confirm action taken on City Council Agenda Item 2, an Ordinance amending Ordinance No. 2392 which established the budget for fiscal year 2011-2012; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, Interim CFO)*
- Confirm action taken on City Council Agenda Item 4, to approve an Ordinance to amend Ordinance Number 2132 to establish new ward boundary lines as a result of recent redistricting and adopting new legal descriptions for the six wards throughout the city. *(Peter J. Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item 5 to authorize the Mayor to sign a Service & License Agreement with CivicPlus to develop a website for the City of McAlester. The contract shall remain in effect for a period of one year (12months) from signing. Total Fees for Year 1 in the amount of \$24,965. *(Peter J. Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item 8, a Resolution amending the City's Non-Uniform Pay Plan and/or other benefits. *(Peter J. Stasiak, City Manager)*
- Confirm action taken on City Council Agenda Item 9, a Resolution authorizing a pay increase for City employees outside the official non-uniform pay plan of the City of McAlester, Oklahoma. *(Peter J. 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 October 25, 2011 Regular Meeting of the McAlester Public Works Authority *(Cora Middleton, City Clerk)*

- Confirm action taken on City Council Agenda Item B, regarding claims ending November 1, 2011. *(Toni Ervin, Interim Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item C, Concur with Oklahoma Mutual Assurance Group recommendation to deny Claim No. 81225-ME. . *(Cora Middleton, City Clerk)*
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- Confirm action taken on City Council Agenda Item 7, authorizing the Mayor to sign a Fee Proposal with Traffic Engineering Consultants, Inc. (TEC) to provide traffic signal design services for the intersection of South Strong Boulevard and East Wyandotte Avenue. *(John C. Modzelewski, P.E. City Engineer and Public Works Director)*

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- Confirm action taken on City Council Agenda Item 9, a Resolution authorizing a pay increase for City employees outside the official non-uniform pay plan of the City of McAlester, Oklahoma. *(Peter J. Stasiak, City Manager)*

ADJOURN MPWA

RECONVENE COUNCIL MEETING

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on this _____ day of _____ 2011 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