



McAlester City Council

NOTICE OF MEETING

Special Meeting Agenda

Thursday, November 20, 2008 – 6:30 pm
McAlester City Hall – Council Chambers
28 E. Washington

Kevin E. Priddle	Mayor
Chris B. Fielder	Ward One
Donnie Condit	Ward Two
John Browne	Ward Three
Haven Wilkinson	Ward Four
Buddy Garvin	Vice-Mayor, Ward Five
Sam Mason	Ward Six
Mark B. Roath	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.

ROLL CALL

SCHEDULED BUSINESS

1. Discussion, and possible action, to approve connection of a proposed sewer line main extension project outside city limits and authorize Mayor to sign DEQ Application for Permit to Construct. (David Medley, Utilities Director; Robert Vaughan, P.E. and Francis Stipe, Stipe Investments, LLC.)
2. Discussion of Fourth Fire Station issues, i.e., manpower, equipment, and any other monetary issues that have not been discussed. (Harold Stewart, Fire Chief)

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on this ___ day of _____, 2008 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



McAlester City Council

AGENDA REPORT

Meeting Date:	<u>November 20, 2008</u>	Item Number:	<u>1</u>
Department:	<u>Utilities</u>	Account Code:	<u></u>
Prepared By:	<u>David Medley</u>	Budgeted Amount:	<u>None</u>
Date Prepared:	<u>November 13, 2008</u>	Exhibits:	<u>One</u>

Subject

Consider approving the connection of a main sewer line extension to serve a housing development project by Stipe Investments, LLC to be located on west Seminole Street outside the city limits and authorizing the Mayor to sign the Department of Environmental Quality (DEQ) Application for Permit to Construct.

Recommendation

Motion to approve the connection of a proposed sewer main extension project outside the city limits and to authorize the Mayor to sign the DEQ Application for Permit to Construct.

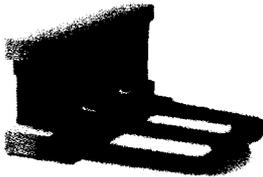
Discussion

Per the attached copy of the Application for Construction Permit, the project consists of 922 linear feet of 8" sanitary sewer and appurtenances to be connected to the City's existing 24" outfall sanitary sewer main to the West Wastewater Treatment Plant. All expenses for this project will be paid for by the developer, Stipe Investments, LLC. The project will also include taps onto the City's 12" water main. Utility easements obtained on the property by the City in the past for the 24" sanitary sewer outfall and the 12" water main include free taps for this property for both sewer and water. This development will have 1 residential house to be constructed within the next year and up to 6 residential houses in the future.

Section 106-203 of the City Code establishes permit fees to connect structures outside the corporate limits and Section 106-221 establishes rates for outside city users. There are several residences located outside the city limits that have been allowed to connect to the City's sanitary sewer system in the past.

Approved By

	<i>Initial</i>	<i>Date</i>
Department Head	<u>DRM</u>	<u>11/13/08</u>
City Manager	<u>MBR</u>	<u>11/13/08</u>



MEHLBURGER BRAWLEY

— THE MERGING OF NRS, INC. —
THE MEHLBURGER FIRM - BRAWLEY ENGINEERING CORP.

November 3, 2008

David Medley, P.E., Utilities Director
City of McAlester
PO Box 578
McAlester, OK 74502-0578

Re: Sewer Line Extension
DEQ Application for Permit to Construct

Dear Mr. Medley:

Stipe Investments, LLC has retained the services of Mehlburger Brawley to design and prepare drawings for a sewerline extension to serve a proposed development located west of the City limits on West Seminole.

The proposed sewerline to serve the new development will connect to the existing 24" sewer line. The existing 24" receiving line and West Side Sewer Plant have the capacity to serve this development.

Enclosed you will find two (2) sets of plans and specifications for your approval as well as the DEQ Application for Permit to Construct. The developer will be responsible for the \$143.00 DEQ review fee. Please ask the Chairman to sign and have his signature notarized on the Application and return to this office.

The construction will be the responsibility of the developer with the standard conditions met prior to the PWA accepting the waterlines.

Thank you and should you have any questions please do not hesitate to contact our office at (918) 420-5500.

Sincerely,

Mehlburger Brawley

Robert Vaughan, P.E.
Project Manager

RV/mj - Enclosure
Project No. SP-08-01

cc: Wayne Stipe, Stipe Investments, LLC



OKLAHOMA
DEPARTMENT OF ENVIRONMENTAL QUALITY
... for a clean, attractive, prosperous Oklahoma

Oklahoma Department of Environmental Quality
707 N. Robinson, OKC, OK 73102-6010
(405) 702-8100

**Application for Permit to Construct
Water Pollution Control or Public Water Supply
Facilities and/or Supply Potable Water**

Check type(s) of Construction Proposed

- Water Wells
- Waterlines
- Water Treatment
- Sanitary Sewer
- Wastewater Treatment

As approved by the State Board of Environmental Quality

Applicant's Phone No.: **(918) 423-9300**

This application is to be submitted to obtain a permit for construction of: Sanitary Sewer, Wastewater Treatment Facility, Public Water Supply Facility of Waterworks, and Additions, Modifications, or Extensions Thereof and/or to provide a potable water supply

To the Executive Director of The Department of Environmental Quality

Date: November 3, 2008

Department of Environmental Quality
Water Quality Division
P.O. Box 1677
Oklahoma City, OK 73101-1677

A. Supply Water

The applicant, _____ PWSID No. _____ (Facility ID No. is required) hereby makes application

for a permit to supply water for domestic use to _____
(No fee required. Execute applicant signature section only. Do Not complete sections B through D)

B. Construct Facilities

The applicant, McAlester Public Works Authority, PWSID or S- No. 20365, proposes the

construction of 922 Linear feet of SDR 26 PVC
(list major items)

to serve one connection located Southwest of McAlester Lot 31
(subdivision, property name, area, county, etc.)

located at North Half, of the Northwest quarter of, Section 12, Township 5 North, Range 14 East Indian Meridian
(legal description)

and as required by the Oklahoma Environmental Quality code at 27A Oklahoma statutes supp. 1994, Sections 2-6-304, 2-6-101, and 2-6-501, hereby makes application for approval of the accompanying plans and specifications and for a permit to construct the facilities in accordance with the plans and specification. (FEE REQUIRED - SEE FEE SCHEDULE)

C. In making this application, the applicant certifies and states the following:

1. The applicant has been supplied with copies of all rules and standards promulgated by the Oklahoma Department of Environmental Quality for the construction and operation of the facility in question.
2. To the best of the knowledge and belief of the applicant the plans, specification, and engineering report comply with the requirements of the aforementioned rules and standards.
3. The applicant agrees to provide inspection and be responsible for the construction and operation of the facility in accordance with the aforementioned rules and standards, and in accordance with state law agrees that the Oklahoma Department of Environmental Quality shall have access to the facility at any time during and after construction for the purpose of inspection for compliance with the provisions of the Environmental Code. 27A O.S. Supp. 1994, Section 2-1-101 and following.
4. The applicant intends to own and operate the facility after construction is completed. Yes ; No . If "No", provide information on responsibility for operation.
5. The applicant is holder of or will obtain a deed or easement to the land upon which construction is planned. Yes ; No . If "No", explain.
6. The land upon which construction is planned is within the corporate limits of a municipality. Yes ; No . If "Yes", application should be executed by authorized agent of the municipality. If "Yes" and applicant is other than a municipality, PRIVATE APPLICANT WITHIN MUNICIPALITY section must be completed.
7. Wastewater treated by on-site sewage disposal systems. Yes ; No . If "No" the entity receiving, transporting, or treating the wastewater generated by the area is the applicant. Yes ; No . If "No" the RECEIVE, TRANSPORT, OR TREAT section must be completed for sanitary sewer projects.
8. All local zoning and other ordinances of public entities having jurisdiction concerning the construction of the proposed improvements have been satisfied. Yes ; No . If "No" explain.

D. Fee

Enclosed is a check of money order (no cash) in the amount of **\$143.00** (Make checks and money orders payable to the Oklahoma Department of Environmental Quality, Water Quality Division). If exempt from permit fees provide the Oklahoma Water Resources Board REAP grant No. _____ and/or Emergency grant No. _____.

E. Funding Source(s)

Check the following source(s) that will be used to fund this construction project:

- | | |
|---|---|
| <input type="checkbox"/> Oklahoma Department of Environmental Quality | <input type="checkbox"/> Oklahoma Department of Commerce |
| <input type="checkbox"/> Drinking Water State Revolving Fund (DWSRF) | <input type="checkbox"/> Community Development Block Grant (CDBG) |
| <input type="checkbox"/> Oklahoma Water Resources Board | <input type="checkbox"/> U.S. Department of Agriculture (USDA-RD) |
| <input type="checkbox"/> Clean Water State Revolving Fund (CWSRF) | <input type="checkbox"/> Council of Government (COG) |
| <input type="checkbox"/> Rural Economic Action Plan Grant (REAP) | <input checked="" type="checkbox"/> Local Funds |
| <input type="checkbox"/> Emergency Grant | <input type="checkbox"/> Other Funding Sources _____ |
| <input type="checkbox"/> State Revenue Bond Program (FAP) | |

APPLICANT SIGNATURE

Note: Application must be signed by the chief elective or executive officer of the applicant, or by the applicant himself if a sole proprietorship. Information must be legible.

_____ Signature	<u>McAlester Public Works Authority</u> Name of Organization (Print or Type)
<u>Kevin Priddle</u> Name of Authorized Signature (Print or Type)	<u>P.O. Box 578</u> Street Address (Print or Type)
_____ Chairman Title	<u>McAlester, OK 74502-0578</u> City/State/Zip Code

Subscribed and sworn before me _____ day of _____, 2008.

My commission expires: _____
Notary Public/Corporate Secretary/City Clerk

PRIVATE APPLICANT WITHIN MUNICIPALITY

Note: To be completed if proposed construction lies within the boundaries of a municipality or other responsible public entity and is to be owned, operated, and maintained by a private entity.

_____, hereby indicates awareness and approval of the proposed construction within its jurisdiction boundaries of the facilities address by this application. The concept, plans, and specifications have been reviewed and are approved in accordance with this entities rules, regulations, laws, and ordinances, where applicable.

_____ Signature	_____ Name of Organization (Print or Type)
_____ Name of Authorized Signature (Print or Type)	_____ Street Address (Print or Type)
_____ Title	_____ City/State/Zip Code

Subscribed and sworn before me _____, day of _____, 20_____.

My commission expires: _____
Notary Public/Corporate Secretary/City Clerk

RECEIVE, TRANSPORT, OR TREAT

Note: To be completed if proposed construction involves receiving, transporting, or treating wastewater by an entity other than the applicant.

_____, facility ID No. S-_____, hereby agrees to receive transport, and treat the wastewater generated from the area serviced by the proposed construction of this application. It is further states that this entities facilities have sufficient capacity to provide this service and are permitted under the rules and regulations of the Department of Environmental Quality.

_____ Signature	_____ Name of Organization (Print or Type)
_____ Name of Authorized Signature (Print or Type)	_____ Street Address (Print or Type)
_____ Title	_____ City/State/Zip Code

Subscribed and sworn before me _____, day of _____, 20_____.

My commission expires: _____
Notary Public/Corporate Secretary/City Clerk



McAlester City Council

AGENDA REPORT

Meeting Date: November 20, 2008 Item Number: 2
Department: Fire Department
Prepared By: Harold Stewart Account Code: _____
Date Prepared: November 20, 2008 Budgeted Amount: _____
Exhibits: 2

Subject

Fourth Fire Station issues, i.e., manpower, equipment, and any other monetary issues that haven't been discussed.

Recommendation

Discussion

Discussion on staffing and equipping the Fourth Fire Station.

Approved By

	<i>Initial</i>	<i>Date</i>
Department Head	<u>HRS</u>	<u>11/13/08</u>
City Manager	<u>MBR</u>	<u>11/13/08</u>

**FROM THE OFFICE OF
FIRE CHIEF
HAROLD STEWART**

#918-423-9300 ext.4935

McALESTER FIRE / EMS

Fax # 918-423-6910

DATE: November 12, 2008

TO: Mark Roath, City Manager

RE: Questions concerning the Fourth Fire Station

Personnel and staffing:

Despite the increasing growth of our city and the rising demands for our emergency services, we have maintained the current staffing levels for over 25 years. We have requested additional Firefighters for the past several years. Despite our unquestionable need to hire additional Firefighters, each year this request was rejected due to budget restraints. So the question is asked how do we intend to staff and equip another Fire Station? (see attachment) It's stretching fire personnel very thin, but it is doable. We could have some problems with staffing if we have some injuries or sickness.

We currently do not meet National staffing standards per NFPA 1710 and will not meet this standard after the construction of the Fourth Fire Station. I will continue to look for economical ways to increase our staffing levels. As our city continues to grow in the future our city leaders will have to address staffing issues in this department.

Equipment:

We intend to move equipment from other locations to the new Fire Station. The only piece of equipment that will be needed is an ambulance. The estimated cost for a new ambulance is around \$ 100,000.00. With the new fire tax that recently passed, the monies we receive should help offset any financial burden on the city.

Moving the Fire Administration:

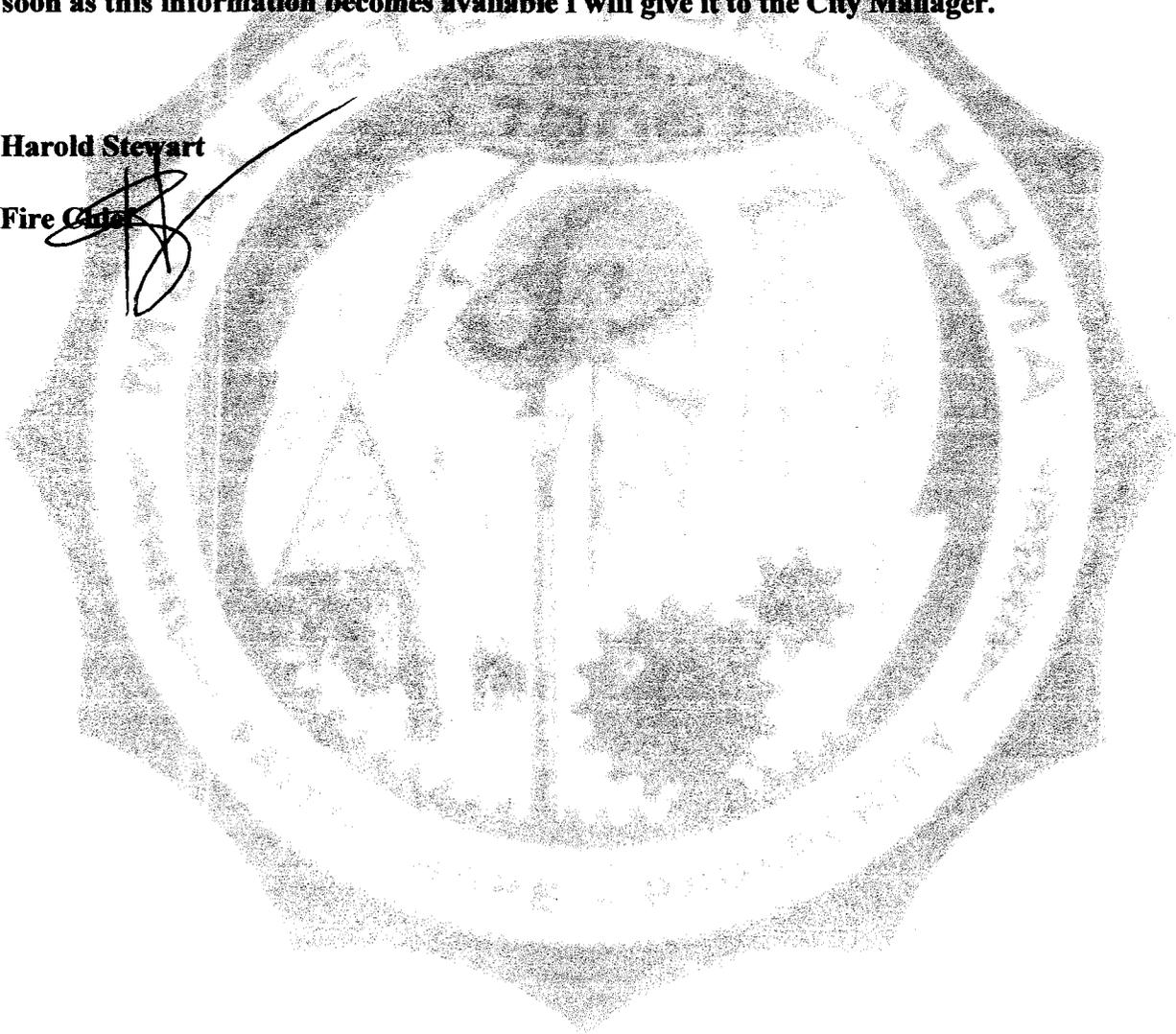
There has been some discussion about moving the administrative offices to this location. The majority of on- shift Firefighters and equipment will be assigned to this station. It's my opinion the administrative offices should be there also. Not to mention the amount of office space we would free up for other departments at city hall to utilize.

Operations and Maintenance: (see attachment)

Time line: The city attorney is working on the transfer of property agreement with the Choctaw Nation. An environmental study will have to be completed. From start to finish on the construction will be 9-12 months. I can't give you an exact time line at this time. As soon as this information becomes available I will give it to the City Manager.

Harold Stewart

Fire Chief



**CURRENT STAFFING LEVEL
MCALESTER FIRE DEPARTMENT**

A SHIFT 14 MEN

- 1 - CAPTAIN**
- 3 - LIEUTENANTS**
- 3 - DRIVER / OPERATORS**
- 7 - FIREFIGHTERS**

B SHIFT 13 MEN

- 1 - CAPTAIN**
- 3 - LIEUTENANTS**
- 3 - DRIVER / OPERATORS**
- 6 - FIREFIGHTERS**

C SHIFT 13 MEN

- 1 - CAPTAIN**
- 3 - LIEUTENANTS**
- 3 - DRIVER / OPERATORS**
- 6 - FIREFIGHTERS**

With new purposed 4th Fire Station this would allow for a minimum daily manning level of 10 men per shift

This would allow 3 men off per shift on 2 shifts and 4 men off per shift for one shift.

4TH FIRE STATION

RANK	EQUIPMENT	NEED AMBULANCE FOR THIS STATION.
1 CAPTAIN	RESCUE 1	
1 LIEUTENANT	HAZMAT 1	
4 FIREFIGHTERS	AMBULANCE	
	1 GRASS / BRUSH UNIT	

STATION # 2 SOUTH FIRE STATION

RANK	EQUIPMENT	
1 LIEUTENANT	ENGINE 2	
1 DRIVER OPERATOR	LADDER 1	
1 FIREFIGHTER	MEDIC 2	

MAIN FIRE STATION

RANK	EQUIPMENT	
1 LIEUTENANT	ENGINE 1	
1 DRIVER OPERATOR	MEDIC 1	

STATION # 3 NORTH FIRE STATION

RANK	EQUIPMENT	
1 DRIVER OPERATOR	ENGINE 3	
1 FIREFIGHTER	MEDIC 3	

**OPERATIONS & MAINTENANCE
FORTH FIRE STATION**

	ANNUAL
CENTERPOINT ENERGY (GAS) W/GAS HEATING	\$3100.00
W/O GAS HEATING	\$800.00
AEP-PSO (ELECTRIC) W/HEATING	\$4300.00
W/O HEATING	\$3600.00
PHONE (BASED ON 10 LINES \$50.00 PER LINE \$50.00 PER LINE PER MONTH)	\$6000.00
CABLE (W/INTERNET)	\$1150.00
(W/O INTERNET)	\$780.00
WATER (BASED ON LANDFILL USAGE WHICH DISTRICT)	\$3000.00
TOTAL ANNUAL WITH HIGHER ESTIMATIONS	\$17,000.00
TOTAL ANNUAL LOWER ESTIMATIONS	\$11,180.00