



JANUARY 04, 2016

The **REGULAR** meeting of the **CHICKASHA CITY COUNCIL** was held in the council chambers in city hall on the 4th day of January 2016 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Ross called the meeting to order at 5:30 p.m.

ITEM 1. Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance

MAYOR AND COUNCIL

PRESENT: Hank Ross, Mayor
John Toland
Kimberly Loggins
Phylis Steelman
Mike Sutterfield
R.P. Ashanti-Alexander
Howard Carpenter
Christopher Ferguson
Blake Elliott

STAFF

Alan Guard, City Manager
David Perryman, Attorney
Lena Smith, Asst. City Manager/HR Director
Gina Snedeker, Finance Director
Tina Smith, City Clerk
Stewart Steele, Police Chief
Brian Zalewski, Fire Chief
Steve Chapman, Park and Recreation Director
Susan Jones, Executive Assistant
Jim McClain, Public Work Director
Kathleen Easley, Community Development Director
Lillie Huckaby, Library Director

Council Member Ashanti-Alexander gave the invocation and led the pledge of allegiance.

ITEM 2. Visitor Presentation / Citizen and Council Communication.

Chickasha City Council Meeting 01-04-2016

5:30 p.m.

(City Council Rules and Regulations limit visitor comments to a maximum of three minutes.)

Homer Hulme has concerns about the Airport. He gave a statement to Mayor Ross to read.

City Manager Guard will look into his concerns.

Hulme has been on the Airport board for 55 years.

Nathan Donald, YMCA handed out invitations to the YMCA Annual Campaign. Last year they raised \$92,000.00, 2016 goal is \$95,000.00. it's a great event and hope everyone can attend.

Harvey Taylor asked if the East side streets would get repaved this year, it was told that Franklin was repaved last year.

Layce Graham with the Chickasha Animal Control shelter introduced Glen, 2 to 3 years old mix, great with kids, cats and other dogs.

Council Communication:

Council Member Ashanti-Alexander asked how the City was doing on limb pickup. Alan Guard said we only have one truck and one city employee doing the limb pickup but there is a drop off on Iowa beside the Police Department.

ITEM 3.

Consent Docket: ITEM 3a through ITEM 3g.

ITEM 3a.

Consider approving the minutes of the December 07, 2015, regular meeting

Approval is requested for the minutes of the December 07, 2015 regular meeting.

Staff Recommendation: Approve minutes, and authorize filing thereof.

ITEM 3b.

Consider approving the Purchase Order list ratifying special checks made on December 7, 2015 in the amount of \$510.00; Purchase Order list ratifying special utility payments made on December 11, 2015 in the amount of \$19,631.23; Purchase Order list ratifying utility payments made on December 28, 2015 in the amount of \$4,814.08; Purchase Order list for the last half December 2015 in the amount of \$754,288.78; Payroll Claims for December 2015, in the amount of

\$743,324.04; and estimated Payroll Claims for February 2016, in the approximate amount of \$925,500.

Approve the Purchase Order list ratifying special checks made on December 7, 2015 in the amount of \$510.00; Purchase Order list ratifying special utility payments made on December 11, 2015 in the amount of \$19,631.23; Purchase Order list ratifying utility payments made on December 28, 2015 in the amount of \$4,814.08; Purchase Order list for the last half December 2015 in the amount of \$754,288.78; Payroll Claims for December 2015, in the amount of \$743,324.04; and estimated Payroll Claims for February 2016, in the approximate amount of \$925,500.

Staff Recommendation: Approve Purchase Order, and approve payments

ITEM 3c. Consider authorizing Staff to solicit bids for the installation of an outdoor batting cage at the Sports Complex.

Staff is aware of the need for sports practice facilities in the City's Park System. We have located an area on the southwest corner of the Sports Complex property that at one time was tagged as a practice area but after hour's access was not provided and the area became an overflow parking area. Staff has developed a plan to divide this area into both an overflow parking area and practice area.

The Complex currently has two batting cages inside the Complex. These cages are not available for use after hours or during times when the Complex has scheduled events. Staff is removing the two existing batting cages and we will be replacing them with one secured cage that will be accessible by all teams on a reservation basis. It will be located adjacent to the parking lot in the overflow parking area. It will consist of a chain link fence that will serve to secure the netting and pitching machines while providing a very structurally sound frame to hang the batting cage net from.

Bid specifications for this project are available for your review in the office of the Parks and Recreation Director.

Funds for this project will come from the Parks Department Capital account.

Staff Recommendation: Authorize Staff to solicit bids for the installation of an outdoor batting cage at the Sports Complex.

ITEM 3d. Consider authorizing Staff to solicit bids for the installation of additional PVC and Chain Link Fencing for the Sports Complex Practice Area.

Staff is aware of the need for sports practice facilities in the City's Park System. We have located an area on the southwest corner of the Sports Complex property that at one time was tagged as a practice area but after hour's access was not provided and the area became an overflow parking area.

Staff has developed a plan to divide this area into both an overflow parking area and practice area. The fencing will separate the two areas and allow us to keep vehicle traffic off of the practice fields. The parking lot is no longer secured

Bid specifications for this project are available for your review in the office of the Parks and Recreation Director.

Funds for this project will come from the Sports Complex Capital account.

Staff Recommendation: Authorize Staff to solicit bids for the installation of additional PVC and Chain Link Fencing for the Sports Complex Practice Area.

ITEM 3e. Consider authorizing Staff to solicit bids for the spaying of invasive Thistles on City property along E. Grand Ave.

State statutes require property owners to control invasive Thistle and other invasive weeds located upon their property. The fields north of the Sports Complex and around the Time Out RV Park are covered with Thistle. We have been notified by the Department of Agriculture that we need to control these plants. We hired a contractor last spring to do one spraying of the area directly north of the Sports Complex but we did not get a good kill.

Staff wishes to solicit bids so that we may do two sprayings of both areas as recommended in the OSU Fact Sheet on this issue.

Bid specifications for this project are available for your review in the office of the Parks and Recreation Director.

Funds for this project will come from Parks and Recreation Buildings and Grounds.

Staff Recommendation: Authorize Staff to solicit bids for the spaying of invasive Thistles on City property along E. Grand Ave.

Chickasha City Council Meeting 01-04-2016
5:30 p.m.

Council Member Carpenter asked if we would be doing two sprays. Steve Chapman stated we would, last year we only did it once and needed it twice.

ITEM 3f. Consider authorizing Staff to solicit bids for General Trenching and Boring Services.

Staff has plans for several projects this spring that will require trenches to be opened and closed for the installation of electrical lines and other infrastructure that will need to be buried. To expedite these projects Staff is requesting a general trenching and boring bid be solicited so we may have the services needed to complete projects as we get to them. The vast majority of the projects will be light projects in various parks where PSO will install the lights and electrical wires. We just have to open the ditches for them. We will also be adding some electrical services in the parks for festival and decoration use.

Bid specifications for this project are available for your review in the office of the Parks and Recreation Director.

Funds for this project will come from the appropriate Parks and Recreation Department budget depending on where the work is being performed.

Staff Recommendation: Authorize Staff to solicit bids for General Trenching and Boring Services.

ITEM 3g. Consider authorizing Staff to solicit bids for Sports Complex Concession Beverages, Concession Food and Supplies, and Infield Materials.

Staff is requesting authorization to solicit bids for products and materials to be used during the upcoming season at the Sports Complex.

The bid specifications are available for your review in the Office of the Parks and Recreation Director.

Staff Recommendation: Authorize Staff to solicit bids for Sports Complex Concession Beverages, Concession Food and Supplies, and Infield Materials.

Motion by Council Member Sutterfield, second by Council Member Elliott to approve the Consent Docket: ITEM 3a through ITEM 3g.

5:30 p.m.

Roll call vote:

“Ayes:” Loggins, Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter and Ferguson

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 4. **Discussion/Approval of Items Removed from Consent Docket:**

No action taken on ITEM 4.

ITEM 5. **Consideration and Discussion:**

ITEM 5a. **Discussion and consideration of approval of an Economic Development Sales Tax Incentive Agreement with the Grady Memorial Hospital Authority to provide an amount not to exceed \$532,000.00 of City Economic Development Sales Tax Funds for use by the Grady Memorial Hospital Authority to fund a plan of correction to address the deficiencies at the operating room facilities at Grady Memorial Hospital.**

Grady Memorial Hospital was required to close its operating rooms following a survey and inspection last week for issues that created patient risk. The hospital is in the process of developing remedies to address the issues based on the oral report that was provided at the time of the inspection. Plans have been submitted to the State for approval.

Friday, August 21, 2015, Kean Spellman, Grady Memorial CEO, presented the issue to the Chickasha Economic Development Council and requested assistance. City Manager Guard reported to the EDC that funds were available from the Dedicated Economic Development Sales Tax Fund in the amount of \$532,000. He also reported that City Attorney Frailey concurred that a grant of these funds to the hospital was within the eligible guidelines for the use of these funds. The EDC board unanimously approved recommending to the City Council that these funds be made available for the hospital.

On August 31, 2015, Council authorized staff to enter into negotiations with the hospital for the agreement. The negotiation has been successful and the agreement is ready for Council approval.

Staff Recommendation: Approve the Economic Development Agreement with Grady Memorial Hospital for financial incentives using up to \$532,000 of funds from the Dedicated Economic Development Sales Tax Fund.

*Motion by Council Member Sutterfield, second by Council Member Elliott to approve Economic Development Sales Tax Incentive Agreement with the Grady Memorial Hospital Authority. *

Roll call vote:

“Ayes:” Steelman, Toland, Ross, Sutterfield, Elliott Ashanti-Alexander,
Carpenter, Ferguson, and Loggins
“Nays:” None
“Abstain:” None
Motion carried. 9-0

ITEM 5b. Discussion and consideration of providing a \$250,000 revolving loan to Word Industries to provide for relocation expenses from Port of Catoosa to Chickasha.

Word Industries has been considering relocation to Chickasha for about a year. The company manufactures large, high pressure pipe for use in food processing, chemical, pharmaceutical, and oil and gas industries. The company has also started manufacturing of a new product, an attachment that is used to lift and move pipe, lumber and other similar products.

The Economic Development Council was approached by Word Industries to consider providing a loan of \$250,000 to assist with relocation expenses so the company could move from the Port of Catoosa to Chickasha. The company is proposing relocating to the Justin C. building on Choctaw Avenue. They estimate to start with 30 jobs and eventually grow to over 150 jobs. Job incentive funds provided by the City and by the Oklahoma Department of Commerce may also be used to repay the loan.

The company is proposing providing land as collateral for the loan. The City Attorney is investigating the title work to ensure ownership. Tom Word, the principal owner of the company is also willing to sign a personal guarantee on the loan.

The term of the loan is 2% with six months of collateralized interest and a 24-month repayment period. The Economic Development Council and the Economic Development Sales Tax Committee have voted to recommend the loan.

Staff Recommendation: Approve the loan of \$250,000 from the Economic Development Sales Tax Fund for Word Industries for the terms as described above.

Motion to amend 12-month interest and 18 months' repayment.

5:30 p.m.

*Motion by Council Member Sutterfield, second by Council Member Carpenter to approve amending motion 12-month interest, remaining 18 months' repayment. *

Roll call vote:

“Ayes:” Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Ferguson, Loggins and Steelman
“Nays:” None
“Abstain:” None
Motion carried. 9-0

ITEM 5c. Consider implementing an inclement weather policy.

The City of Chickasha, like any other City, is vulnerable to closures or interruptions as a result of inclement weather. The current version of the City of Chickasha Personnel Manual does not include an Inclement Weather Policy. City Administration intends to add an Inclement Weather Policy to the employee Personnel manual.

The proposed Inclement Weather Policy outlines the following points as it pertains to inclement weather:

1. Dissemination of the status of City offices during inclement weather
2. Expectations of employees who are unable to attend work due to inclement weather
3. Expectations of essential employees
4. Remote telecommuting opportunities during inclement weather for management

Staff Recommendation: Staff recommends implementing the inclement weather policy.

*Motion by Council Member Sutterfield, second by Council Member Carpenter to approve implanting an inclement weather policy. *

Roll call vote:

“Ayes:” Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Ferguson, Loggins, Steelman and Toland
“Nays:” None
“Abstain:” None
Motion carried. 9-0

ITEM 5d. Consider renewing Cemetery Contract

The City Bids Cemetery maintenance and grave opening are on a one-year contract with the option of four one-year extensions. Contractor has chosen the option for an increase

Chickasha City Council Meeting 01-04-2016
5:30 p.m.

or decrease in the contract based on the annual CPI. The CPI for the last 12 months is 0.2% this will increase maintenance \$178.80.

	Maintenance	Grave Openings
2008 Pierce Lawn Care	\$91,080.00	\$29,750.00
2009 Pierce Lawn Care	\$91,080.00	\$28,575.00
2010 Pierce Lawn Care	\$93,350.95	\$29,737.53
2011 Jeffery Wynn	\$83,400.00	\$27,507.50
2012 Jeffery Wynn	\$86,652.60	\$24,962.50
2013 Jeffery Wynn	\$88,299.09	\$25,950.00
2014 Jeffery Wynn	\$88,200.00	\$24,881.00
2015 Jeffery Wynn	\$89,398.10	\$25,522.50 Jan – Nov.

Staff Recommendation: Renew the contract with Jeff Wynn for Cemetery Maintenance and Grave Openings.

Council Member Ferguson stated that Jeff Wynn has done a great job with the upkeep of both Cemetery's.

*Motion by Council Member Sutterfield, second by Council Member Loggins to approve renewing the Cemetery Contract. *

Roll call vote:

“Ayes:” Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Ferguson, Loggins, Steelman, Toland and Ross
“Nays:” None
“Abstain:” None
Motion carried. 9-0

ITEM 5e. Consider ratification of Emergency Disaster Declarations, declared by the Mayor for ice storm damage for two events. November 27, 2015 and December 27, 2015.

On Friday November 27, 2015 and again on Sunday December 27, 2015 areas including Chickasha were devastated by freezing rain and strong straight-line winds. As a result of these events emergency crews were dispatched to provide emergency services for the events. The City's Public Works and Park crews were utilized to provide equipment and manpower to clear streets and other public areas to provide safe access to the community. Cleanup of the massive amounts of debris continues at this time.

The Mayor declarations made it possible for Staff to make the necessary purchases and utilize overtime to respond to the needs of the community.

5:30 p.m.

The declaration is in effect for eighteen days and will expire on January 14th unless it is extended by the Mayor. We do not anticipate the need for an extension.

Staff Recommendation: Ratify the Emergency Disaster Declarations, declared by the Mayor for ice storm damage for response to two events. November 27, 2015 and December 27, 2015 and authorize Staff to work with State and Federal agencies to bring the necessary support and funding to the City and all effected citizens of these events.

*Motion by Council Member Sutterfield, second by Council Member Elliott to approve ratification of Emergency Disaster Declarations. *

Roll call vote:

“Ayes:”	Elliott, Ashanti-Alexander, Carpenter, Ferguson, Loggins, Steelman, Toland, Ross and Sutterfield
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 5f. Consider entering into a Contract with Caliber Public Safety to develop an interface between our existing Records Management system and an evidence tracker program.

The police department utilizes Global Records software to produce police reports and store the crime related data to include stored evidence. In order to conform to Oklahoma accreditation standards, the department is purchasing evidence tracker software that can better assist us in tracking and purging evidence when needed. The software will need to interface with our current records management system. The interface will allow us to enter items once instead of into multiple systems. This will be a more efficient use of officer man hours. The software engineering costs were not anticipated to be needed. The cost of the engineering hours to produce working data is \$3600. The yearly renewal for support afterward is \$720 per year.

Staff Recommendation: Approve the contract with Caliber Public Safety to perform the interface build at the cost of \$3600.

*Motion by Council Member Elliott, second by Council Member Loggins to approve entering into contract with Caliber Public Safety. *

Roll call vote:

“Ayes:”	Ashanti-Alexander, Carpenter, Ferguson, Loggins, Steelman, Toland, Ross, Sutterfield and Elliott
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5:30 p.m.

“Nays:” None
“Abstain:” None
Motion carried. 9-0

ITEM 5g. Consider authorizing Staff to utilize Chickasaw Personal Communication to repair the Outdoor Warning Sirens.

As Staff has explained in the past the current outdoor warning sirens have outlived their useful life cycle. Funds were budgeted this year to replace the aging system. As we were preparing bid specifications this fall to the replacement system, Fire Chief Zalewski determined that funding was available to assist with the cost of the new system; however, this funding will not be available in time to have the new system up and operational before the next storm season.

Chickasaw Personal Communications has sold and maintained warning systems for several years. They recently became a certified maintenance vendor for American Signal, so they now have access to parts and service help for our brand of sirens. One of the issues we have had in the recent years was finding reliable companies to help us perform service on the old sirens.

Staff is requesting authorization to use Chickasaw Personal Communications to perform the necessary work on our existing sirens so we have reliable service for the upcoming storm season. The quote that we have received from them is a cost of \$2,250.00 for labor plus the cost of replacement parts.

Funding is available for this service in the current budget. Staff request that the Council authorize the expenditure of these funds to ensure proper operation of the outdoor warning sirens. We will continue to work on replacement of the current system.

Staff Recommendation: Authorize Staff to utilize Chickasaw Personal Communication to repair the Outdoor Warning Sirens.

*Motion by Council Member Elliott, second by Council Member Loggins to approve entering into contract with Caliber Public Safety. *

Roll call vote:

“Ayes:” Carpenter, Ferguson, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott and Ashanti-Alexander
“Nays:” None
“Abstain:” None
Motion carried. 9-0

ITEM 5h.

Consider a contract with IBTS

IBTS is a 501(c)(3) non-profit organization established to provide professional building code compliance services directly to, or on behalf of, government agencies at all levels. These services include inspections, plan reviews, education and training, policy and procedure development, cost evaluation, energy ratings, and auditing. IBTS is coordinating with Oklahoma Municipal Services Corporation to provide regional shared services to OKC and surrounding areas. Some areas staff and council have identified as possible use of IBTS services include fast track permit and plan review, floodplain services, ordinance/code review, accessibility and fire code plan review and inspections, stormwater plan review, code enforcement, review of department ordinances, policies and procedures, and fee analyses.

With the influx of large scale projects coming on line including two new hotels, new retail, new county fairground buildings, and the demand for faster permit review, staff can use IBTS to assist with these projects on an as-needed basis. Under the "Master Agreement" with OMSC/OML, there are numerous other services that could benefit the city including stormwater services, property maintenance, and ordinance reviews and updates. With the community survey results showing the citizens want a cleaner appearance in their neighborhoods; IBTS can be of great assistance to property maintenance enforcement. Within the Master Agreement there is a Service Agreement that is used for a jurisdiction to identify services they may want now and/or in the future. By signing this Service Agreement, the city has no financial obligation to IBTS unless we use their services.

Staff has prepared a comparison of fees for a commercial project (PetSense) and a residential project (new house in Sleepy Hollow). IBTS is higher in cost in commercial plan review and inspections and residential inspections, but less expensive on plan review for residential construction. Staff proposes using IBTS services for residential plan review if needed. Also, Attachment N offers a "Fast Track" plan review option for developers if they wish to pay IBTS for an expedited review. Staff would like to use IBTS to assist with property maintenance as we only have two code enforcement officers and cleaning up the city is a high priority for the citizens of Chickasha. And if a developer wants a 'fast track' review and inspection, they can choose to use IBTS and pay more.

A future agenda item will provide for a fee schedule using IBTS fees.

Staff Recommendation: Staff recommends approving the contract with IBTS.

Council Member Loggins asked the cost.

Kathleen Easley, Community Development Director stated that it's pay as you go.

Council Member Ferguson asked if builders can use the company or a different one.

Kathleen said yes.

5:30 p.m.

Motion by Council Member Elliott, second by Council Member Sutterfield to approve contract with IBTS.

Roll call vote:

“Ayes:” Ferguson, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander and Carpenter

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 5i. Consider authorizing Staff to hire an irrigation repair company to assist with the troubleshooting and repair of the Sports Complex Irrigation system.

The Sports Complex has an extensive irrigation system that was installed to water all of the sports fields at our complex.

When I took over the Parks and Recreation Department the main feeder lines on the irrigation system were leaking and the system had not worked for some time. Once the feeder lines were repaired it became evident that we had a lot of other issues with the system. We have zone gate valves that do not work. During other maintenance work that has taken place at the complex the wires running to the zone valves have been cut and since the wires in the cable are all white, they were not reconnected properly and as a result the zone valves must be turned on and off manually. Several of these valve leak and will not completely cut the flow of water off.

This results in uneven watering and the waste of a lot of the water that is used at the complex.

We have had various companies come and look at the system but the cost for just trouble shooting the problems made the repairs cost prohibitive.

Staff is requesting that the Council waive the bidding requirement for the evaluation and repair of the Sports Complex irrigation system. Staff will visit with companies that install Hunter Irrigation Systems and select the company that we feel has the most knowledge of our type of system. We will then assist them with trouble shooting the problems and making the repairs. This will help us to hold the cost down and not waste money on paying someone to trouble shoot the system just so we know what to include in our bid specifications.

It is vital to have the system up and running correctly before we enter the spring sports season.

Staff Recommendation: Authorize Staff to hire an irrigation repair company to assist with the troubleshooting and repair of the Sports Complex Irrigation system.

Council Member Ashanti- Alexander asked why the City didn't bid? A range of cost.

Sutterfield asked how old the system is.

Toland questioned if we have a maintenance fund.

Council Member Loggins wants the City to keep a good eye on the cost and the work being done.

Steve Chapman Park and Recreation Director stated we're not sure what's wrong and it would cost more for someone to come out and dig to find the problems. Steve said we're looking at about \$5000.00. The has maintenance fund with \$35,000.00. the system was purchased in 2005.

*Motion by Council Member Sutterfield, second by Council Member Elliott to approve repairing the Irrigation system at the Sports Complex. *

Roll call vote:

"Ayes:" Loggins, Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander Carpenter and Ferguson

"Nays:" None

"Abstain:" None

Motion carried. 9-0

ITEM 5j. Consider declaring items as surplus and authorize Staff to sell, auction, donate or dispose of the items in such a way as it is determined will provide the City with the most cost effective means of disposal.

The various City Departments have surplus items that we would like to declare as surplus and dispose of as deemed appropriate. The items listed on the attached page are no longer need in our operation. Most items are obsolete or wore out to a point that the repairs are no longer cost effective.

Staff will auction off the appropriate items, send some items over the scale as recyclable materials and other items will be sent to the landfill as appropriate.

Staff Recommendation: Declare items as surplus and authorize Staff to sell, auction, donate or dispose of the items in such a way as it is determined will provide the City with the most cost effective means of disposal.

5:30 p.m.

*Motion by Council Member Sutterfield, second by Council Member Ferguson to approve staff to dispose surplus. *

Roll call vote:

“Ayes:”	Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander Carpenter, Ferguson and Loggins
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 5k. Consider authorizing Staff to purchase banner poles to be installed on Chickasha Ave from the sole source vendor Tuscumbia Iron Works.

The Parks Department has been installing banners on Chickasha Ave to promote events and to welcome the public to Chickasha. We have tried hanging them on the existing street light poles but they are too low. We have now placed them on the old signal light poles at three of the intersections but they blend into the surrounding buildings and signs.

We are requesting permission to purchase 12-light poles that have the same shape as our existing poles but instead of the pole being 6.5-feet they are 13-feet high. They will not have a light fixture on them. In place of the fixture we will weld an aluminum ball to the top of the pole as the finishing adornment to the pole. These poles will be installed on the opposite corners from the planters at the downtown intersections. There would be two at each of the intersections from 1st Street to 6th Street. The poles will be high enough that pedestrians can walk under the banner but not so high as the banner gets lost in the other signage and building features.

Staff has checked multiple sources and Tuscumbia Iron Works in Florence Alabama is the only place we can find poles that have the same base and fluting that our existing poles have. For this reason, we are asking to purchase the poles as a sole source item, so we can make sure they are as close to our existing poles as possible. The poles are approximately \$1,166.35 including delivery to Chickasha.

We have \$20,000.00 budgeted for downtown street lighting. Staff would like to use these funds for this purchase.

Staff Recommendation: Authorize Staff to purchase banner poles to be installed on Chickasha Ave from the sole source vendor Tuscumbia Iron Works for their quote of \$13,996.25.

Council Member Loggins asked if we we’re losing lights or just adding new poles.



Chickasha City Council Meeting 01-04-2016
5:30 p.m.

Chapman said not losing just replacing and they will be black.

*Motion by Council Member Sutterfield, second by Council Member Carpenter to approve staff to purchase banner poles. *

Roll call vote:

“Ayes:”	Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander Carpenter, and Ferguson, Loggins and Steelman
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 51. Consider rejecting the bid for the Centennial Park Entrance Sign and authorizing Staff to act as general contractor to complete the project.

Staff solicited bids for the new entrance sign to Centennial Park. Only one bid was received even after Staff extended the opening date by seven days because we were not getting interest in the project. The one bid is from Willowbrook Development. The bid is for \$32,035.00 which is double what we had expected.

Staff is requesting the bid be rejected. Staff is requesting that the City Council authorize the Parks and Recreation Director to act as general contractor on the project to obtain quotes on the individual components of the project from various contractors and suppliers and complete the project. Staff is confident that we can complete the project for less than half of the bid amount that was received. By allowing the Director to be the general contractor it will allow Staff to control the cost and will also allow for better coordination and utilization of the Boy Scouts to allow for the timely completion of the Eagle Scout Project that is tied to the construction of this sign.

Upon completion of the project an itemized cost report will be submitted to the City Council to document the Parks and Recreation Departments expenditures on this project.

Staff Recommendation: Reject the bid for the Centennial Park Entrance Sign and authorizing Staff to act as general contractor to complete the project and waive further sealed bid requirement.

*Motion by Council Member Sutterfield, second by Council Member Elliott to reject the bid for the Centennial Park Entrance Sign. *

Roll call vote:

5:30 p.m.

“Ayes:” Ross, Sutterfield, Elliott, Ashanti-Alexander Carpenter, and Ferguson, Loggins, Steelman and Toland
“Nays:” None
“Abstain:” None
Motion carried. 9-0

ITEM 5m. Consider implementing an updated Eligibility for Rehire Policy.

The City of Chickasha Eligibility for Rehire Policy in the employee Personnel Manual currently states:

An employee who has been terminated for non-voluntary reasons shall not be eligible for re-employment for a five (5) year period from the date of termination.

Administration looks to expand on this policy by outlining the following re-hire expectations:

1. Change the five (5) year term for re-hire of ineligible employees to an indefinite ineligibility
2. Employee personnel files will contain a document clearly dictating re-hire eligibility
3. The expectation of satisfactory performance during an employee’s tenure as it relates to re-hire eligibility
4. Voluntary separation from the City before completing the six-month probationary period will be considered for re-hire on a case by case basis
5. The re-hire eligibility of employees subjected to separation due to a layoff during business slow-downs
6. Service recognition and fringe benefit plan continuity of re-hired employees

Staff Recommendation: Staff recommends implementing the updated Eligibility for Rehire Policy.

Motion for Amendment by Council Member Elliott, second by Council Member Sutterfield to add that if excellent employee had to separate for reduction in force, then later rehired they would be credited for previous employment.

Motion by Council Member Elliott, second by Council Member Sutterfield to approve the implementing an updated Eligibility for rehire policy with the amendment added.

Roll call vote:

“Ayes:” Sutterfield, Elliott, Ashanti-Alexander Carpenter, and Ferguson, Loggins, Steelman, Toland and Ross
“Nays:” None
“Abstain:” None
Motion carried. 9-0

Chickasha City Council Meeting 01-04-2016
5:30 p.m.

Bordwine	\$11,572.50
Demco	\$ 9,035.00

Staff Recommendation: Award bid to Demco in the amount of \$9,035.00 for the purchase and installation of curved benches to be installed in the children's area of the Library.

*Motion by Council Member Sutterfield, second by Council Member Carpenter to approve the purchase and installation of curves benches for the children's area of the Library. *

Roll call vote:

"Ayes:"	Ashanti-Alexander, Carpenter, Ferguson, Loggins, Steelman, Toland, Ross, Sutterfield and Elliott
"Nays:"	None
"Abstain:"	None
Motion carried.	9-0

ITEM 7.

Executive Session:

ITEM 7a.

Discussion, consideration and possible action to enter into executive session for the following purposes:

- (a) **Discussing collective bargaining negotiations concerning IAFF Local 2041 and FOP Lodge 129 pursuant to 25 O.S. §307(B)(2).**

Staff wishes to enter into an Executive Session for the following purposes:

- (a) Discussing collective bargaining negotiations concerning IAFF Local 2041 and FOP Lodge 129 pursuant to 25 O.S. §307(B)(2).

Staff Recommendation: Enter into Executive Session.

*Motion by Council Member Sutterfield, second by Council Member Loggins to enter into executive session. *

Roll call vote:

Chickasha City Council Meeting 01-04-2016

5:30 p.m.

“Ayes:”	Carpenter, Ferguson, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott and Ashanti-Alexander
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 7b. Consider to reconvene meeting to take action on any matters discussed in Executive Session.

Staff wishes to reconvene meeting to take action on any matters discussed in Executive Session.

Staff Recommendation: Reconvene meeting to take action on any matters discussed in Executive Session.

No action taken.

*Motion by Council Member Elliott, second by Council Member Loggins reconvene meeting and take action on any matters discussed in Executive Session. *

Roll call vote:

“Ayes:”	Ferguson, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander and Carpenter
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 8. Motion to Adjourn.

No further business Mayor Ross called the meeting adjourned.

TIME: 7:04 P.M

— 1 n

Hank Ross, Mayor

ATTEST:

Tina Smith

Tina Smith, City Clerk



Approved this 19th day of January, 2016.