



February 15, 2016

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 1st day of February 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 5:51 p.m.

ITEM 1. **Call to Order / Roll Call**

CHAIRMAN AND TRUSTEES

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

STAFF

Alan Guard, Manager
Deborah Sterkel, Attorney
Lena Smith, Asst. City Manager/ HR Director
Gina Snedeker, Finance Director
Tina Smith, City Clerk
Brian Zalewski, Fire Chief
Stewart Steele, Police Chief
Susan Jones, Executive Assistant
Kathleen Easley, Community Development Director

ITEM 2. **Consent Docket: ITEM 2a through ITEM 2c.**

ITEM 2a. **Consider approving the minutes of the February 1, 2016 regular meeting.**

Staff Recommendation: Approve minutes, and authorize filing thereof.

ITEM 2b. Consider approving purchase order list ratifying special utility and miscellaneous payments made on February 1, 2016 in the amount of \$28,719.64; purchase order list ratifying special utility and miscellaneous payments made on February 10, 2016 in the amount of \$4,371.05; and purchase order list for the last half February 2016 in the amount of \$316,986.38.

Staff Recommendation: Approve purchase order list ratifying special utility and miscellaneous payments made on February 1, 2016 in the amount of \$28,719.64; purchase order list ratifying special utility and miscellaneous payments made on February 10, 2016 in the amount of \$4,371.05; and purchase order list for the last half February 2016 in the amount of \$316,986.38.

ITEM 2c. Consider authorizing staff to make payment of normal monthly invoices received in March 2016, and ratify the payment on the April 4, 2016 agenda.

Due to there being only one Council meeting in March staff is requesting permission to pay the normal monthly invoices for March and place the invoices on the April 6, 2016 agenda claims list for ratification. This will allow us to avoid paying late fees and inconvenience our vendors.

Staff Recommendation: Authorize staff to make payment of normal monthly invoices received in March 2016, and ratify the payment on the April 4, 2016 agenda.

Motion by Trustee Elliott, second by Trustee Sutterfield to approve Consent Docket: ITEM 2a through ITEM 2c.

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 8-0

ITEM 3. **Discussion / Approval of Items Removed from Consent Docket:**

No action taken on ITEM 3

ITEM 4. **Consideration and Discussion:**

ITEM 4a. **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 Parks Department has the following item that it would like to declare as surplus and dispose of as deemed appropriate.

1980 Newman Boat

Staff Recommendation: Declare item 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.

*Motion by Trustee Sutterfield, second by Trustee Elliott to approve staff to declare items as surplus. *

Roll call vote:

“Ayes:”	Carpenter, Ferguson, Loggins, Steelman, Ross, Sutterfield, Elliott and Ashanti-Alexander
“Nays:”	None
“Abstain:”	None
Motion carried.	8-0

ITEM 4b. **Consider awarding a contract to Chisholm Trail Consulting, LLC to provide engineering services for the demolition of the building at 117 S. 4th Street and the subsequent design and construction management of parking facilities and public square at the same location.**

The City Council approved the purchase of the building at 117 S. 4th Street for the purpose of demolishing the building and providing additional parking for the downtown area. The building shares a wall with another building that faces Kansas Avenue. Staff is requesting to hire a consulting engineer to assist with the demolition to ensure the integrity of the other building and to prepare construction plans for the subsequent construction of the additional parking.

Staff Recommendation: Award the contract to Chisholm Trail Consulting, LLC and authorize the City Manager to sign the contract.

*Motion by Trustee Sutterfield, second by Trustee Loggins to approve contract to Chisholm Trail Consulting, LLC. *

Roll call vote:

“Ayes:”	Ferguson, Loggins, Steelman, Ross, Sutterfield, Elliott, Ashanti-Alexander and Carpenter
“Nays:”	None
“Abstain:”	None
Motion carried.	8-0

ITEM 4c. Consider authorizing Staff to purchase zero turn riding mowers from State Contract SW190 for the Park Maintenance Lake Division.

Staff has finished evaluating our current mowers conditions after this past mowing season and we are asking to purchase a replacement mower for the Lake.

Current Inventory: Lake Maintenance: 1-zero turn mowers

After questions were raised about the brand of mowers to be purchased, I compared the repair expenditures for all of our mowers and found that the average maintenance cost for items repaired on the mowers, not to include blade replacement, averaged \$300.00/year/mower no matter which brand it was. We have not kept a log of operation hours for each mower so I am not able to break the cost down by operational hour to determine which mower was used the most during the comparison time frame but it is my observation that the John Deere mowers that we currently have were used for many hour more than the Hustler or Big Dog mowers that we have.

Comparing the price for the mowers, I have found that the John Deere price is a little bit lower than the quote provided by Small Engine Service.

My employees tell me that the greasing and maintenance of the John Deere is by far easier than the Hustler. The location of the grease fittings is on top of the deck not under it and the Hustler deck tends to accumulate wet grass in the corners and discharge it in clumps as it releases when you hit a hole or just by pure weight.

The Lake’s Hustler mower has in excess of 850 hours.

With all of this said it comes back to what the employee is comfortable with. We also have spare belts and blade that will fit the John Deere model we are requesting.

We have been more than happy with the service we have gotten from the John Deere and the way the mowers have stood up to this task.

5:51 P.M.

Staff is asking to purchase 1-new John Deere mower. We will replace the mower that is worn out to the point that it is becoming maintenance problem.

Staff Recommendation: Authorize Staff to purchase zero turn riding mower from State Contract SW190 for the Parks Maintenance Lake Division at a purchase amount of \$7,935.764 as adjusted with the quantity discount and authorize the Chairman and Staff to execute the agreements.

*Motion by Trustee Elliott, second by Trustee Loggins to approve staff to purchase zero turn riding mowers from State Contract. *

Roll call vote:

“Ayes:”	Loggins, Steelman, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter and Ferguson
“Nays:”	None
“Abstain:”	None
Motion carried.	8-0

ITEM 5

Bid Openings and Awards Items

ITEM 5a

Consider rejecting the bid for Pressurized Water Storage Tank.

Staff solicited bids for the purchase of a Pressurized Water Storage Tank for the Lake Water Treatment Plant. We only received one bid. This bid was for an alternate product that does not meet the bid specifications.

Staff is requesting that the bid be rejected. We will re-evaluate this project and bring it back to the Authority at a later date.

Staff Recommendation: Approve rejecting the bid for Pressurized Water Storage Tank.

*Motion by Trustee Sutterfield, second by Trustee Elliott to reject the bid for Pressurized Water Storage Tank. *

Roll call vote:

“Ayes:”	Steeleman, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Loggins and Ferguson
“Nays:”	None
“Abstain:”	None
Motion carried.	8-0

ITEM 5b. Consider rejecting the bid for Lake Water Plant Roof Replacement.

Staff solicited bids for the replacement of the Lake Water Treatment Plant roof. Four bids received for this project. We have rejected the bid for a pressurized tank to be purchased for installation in the plant. Since we have rejected the tank we need to hold off on replacing the roof until we decide on what to do about the tank. The roof will need to be removed for the tank installation, so it makes no sense to replace the roof at this time.

Staff is requesting that the bid be rejected. We will re-evaluate this project and bring it back to the Authority at a later date.

Staff Recommendation: Approve rejecting the bid for Lake Water Plant Roof Replacement.

*Motion by Trustee Sutterfield, second by Trustee Carpenter to reject the bid for Lake Water Plant Roof Replacement. *

Roll call vote:

“Ayes:”	Ross Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Ferguson, Loggins and Steelman
“Nays:”	None
“Abstain:”	None
Motion carried.	8-0

Motion to Adjourn

Mayor Ross reported no further business and that the meeting was adjourned.

TIME: 5:55 P.M.

Chickasha Municipal Authority Meeting 02-15-2016
5:51 P.M.

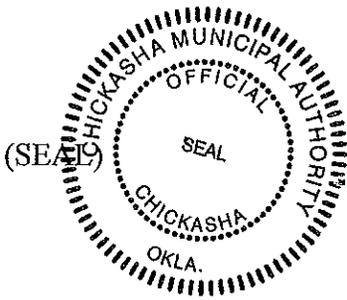
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Hank Ross, Mayor

ATTEST:

Tina Smith

Tina Smith, Secretary



Approved this 17th day of March, 2015.