



May 02, 2016

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 2nd day of May 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 6:49 p.m.

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

CHAIRMAN AND TRUSTEES

PRESENT: Hank Ross, Mayor
 John Toland
 Kimberly Loggins
 Phylis Steelman
 Mike Sutterfield
 Howard Carpenter
 Jerry Pittman
 Ashanti-Alexander
 Blake Elliott

STAFF

Alan Guard, Manager
Lena Smith, Asst. City Manager
Tom Frailey, Attorney
Steve Chapman, Park and Recreation 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
Jim McClain, Public Works Director
Lillie Huckaby, Library Director

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

ITEM 2a. **Consider approving the minutes of the April 18, 2016 regular meeting.**

Staff Recommendation: Approve minutes, and authorize filing thereof.

ITEM 2b. Consider approving the Purchase Order list ratifying special utility payments made on April 20, 2016 in the amount of \$28,194.79; and the Purchase Order list for the first half of May 2016 in the amount of \$308,545.87.

Staff Recommendation: The Purchase Order list ratifying special utility payments made on April 20, 2016 in the amount of \$28,194.79; and the Purchase Order list for the first half of May 2016 in the amount of \$308,545.87 needs approval.

ITEM 2c. Consider authorizing staff to submit permit applications to ODEQ for approval of engineering plans for 3 replacement Lift Stations (Honda Lane, Highland Drive, and the Harbors

Olsson and Associates has completed engineering plans and documents to be submitted to ODEQ for approval, so that the following left stations can be put out for bids on replacement.

- Honda Lane Lift Station
- Highland Drive Lift Station
- Harbors Lift Station

Staff Recommendation: Authorize staff to submit permit applications to ODEQ for the approval of engineering plans for the 3 above listed Lift Stations.

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

Roll call vote:

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

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

No action taken on ITEM 3

ITEM 4. **Consideration and Discussion:**

ITEM 4a. **Consider approving the land lease contract between Chickasha Municipal Authority and Don Schenk dba DoBe Farms**

The Chickasha Municipal Authority owns approximately 40 acres, approximately one mile west of 29th Street on Grand Avenue. For several years this property was used as a small landfill. In the early 90's the City and CMA closed the landfill officially and has been establishing a ground cover since that time.

I spoke with Mr. Don Schenk wife and son on April 22, 2016 and again they are interested in leasing the land to graze their dairy cattle. They own property adjacent to this lease.

The current contract expires May 31, 2016. If approved, the term of the new contract will begin on June 1, 2016 and expire on May 31, 2017.

History: CMA has been in contract with Mr. Don Schenk since May, 2006.

Land lease rent:

Staff Recommendation: Approve the contract between the Chickasha Municipal Authority and Mr. Don Schenk for the use of the old landfill property on West Grand and have Chairman Ross and the Secretary execute the contract.

*Motion by Trustee Sutterfield, second by Trustee Loggins to authorizing staff to approve the land lease contract with Don Schenk dba DoBe Farms. *

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 4b. Consider authorizing the purchasing of communication equipment from State Contract.

The Police Department is requesting the purchase of communication equipment (Radios) for Police/ Dispatch, Fire, and Public Works. The City would purchase the radios from Motorola utilizing NASPO Contract Number: SW1053M. The total cost of the radio/communication equipment is \$969,034.66. A detailed listing of the equipment with the quote is attached. The breakdown of cost per department is as follows:

Police/Dispatch-	\$279,875.54
Fire-	\$311,962.73
Public Works-	\$104,196.39
Total Cost-	\$696,034.66

Staff Recommendation: Authorize Staff to purchase radio/communication equipment from State Contract.

TABLED 4b. and 4c.

*Motion by Trustee Toland, second by Trustee Steelman to table 4b. and 4c. until more information from the city manager. *

Roll call vote:

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

ITEM 4c. Consider awarding the financing of the lease purchase of communication equipment to Liberty National Bank.

The Police Department has solicited quotes for the lease purchase of the communication equipment (Radios) for Police/ Dispatch, Fire, and Public Works. The City would purchase the radios from Motorola utilizing NASPO Contract Number: SW1053M.

3 financial institutions submitted qualifying bids with the following interest rates:

Motorola- 4 year-	3.33%
Liberty National- 4 year-	1.99%
First National Bank and Trust- 4 year-	2.65%

Based on Liberty Nationals proposal the following is the payment schedule:

Liberty National Bank, Chickasha, OK	20% Down Payment	1st payment due 05/2017	2nd payment due 05/2018	3rd payment due 05/2019	4th payment due 05/2020
Total Amount Due	\$139,206.93	\$146,298.86	\$146,298.86	\$146,298.86	\$146,298.86
Police	\$55,975.11	\$58,826.77	\$58,826.77	\$58,826.77	\$58,826.77
Fire	\$62,392.55	\$65,571.15	\$65,571.15	\$65,571.15	\$65,571.15
Public Works	\$20,839.27	\$21,900.94	\$21,900.94	\$21,900.94	\$21,900.94

The City would make a 20% down payment of \$118,367.66 (85.03% of full payment due) from 911 funds for the Police/Dispatch and Fire portion of the payment, (The 911 funds can only be utilized for public safety communication projects), and Public Works will make a payment of \$20,839.27 (14.97% of full payment due) from the Chickasha Municipal Account. The Departments would then make the remaining four annual payments each year for the Police/Dispatch and Fire portion from the 911 funds and Public Works will then make the remaining four annual payments for their portion from the Chickasha Municipal Account.

Staff Recommendation: Accept Liberty National Bank's terms for financing the communication equipment (Radios) from Motorola.

TABLED with 4b.

ITEM 5.

Executive Session:

ITEM 5a.

Discussion, consideration and possible action to enter into an executive session pursuant to 25 O.S. §307.B(3) for purposes of discussing the purchase or appraisal of real property.

Staff wishes to enter into an Executive Session pursuant to 25 O.S. §307.B(3).

Staff Recommendation: Enter into Executive Session.

Staff has request to postpone executive session for more information.

Chickasha Municipal Authority Meeting 05-02-2016
6:49 P.M.

Motion to Adjourn

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

TIME: 6:52 P.M.

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Hank Ross, Mayor

ATTEST:

Tina Smith

Tina Smith, Secretary

(SEAL)



Approved this 16th day of May, 2016.