



June 06, 2016

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AIRPORT AUTHORITY** was held in the council chambers in city hall on the 6th day of June 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 6:33 p.m.

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

**CHAIRMAN AND TRUSTEES**

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

**STAFF**

Alan Guard, City Manager  
Lena Smith, Asst. City Manager  
Tom Frailey Attorney  
Steve Chapman, Park and Recreation Director  
Tina Smith, City Clerk  
Brian Zalewski, Fire Chief  
Stewart Steele, Police Chief  
Susan Jones, Executive Assistant  
Gina Snedeker, Finance Director  
Lillie Huckaby, Library Director  
Jim McClain, Public Works Director

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

**ITEM 2a. Consider approving the minutes of the May 16, 2016, regular meeting.**

Approval is requested for the minutes of the May 16, 2016 regular meeting.

**ITEM 2b. Consider approving the Purchase Order List ratifying special utility payments made on May 31, 2016 in the amount of \$771.22; and the Purchase Order list for the first half of June 2016 in the amount of \$2,083.72.**

The Purchase Order List ratifying special utility payments made on May 31, 2016 in the amount of \$771.22; and the Purchase Order list for the first half of June 2016 in the amount of \$2,083.72 needs approval by Chairman and Trustees.

**Staff Recommendation:** Approve the Purchase Order List ratifying special utility payments made on May 15, 2016 in the amount of \$771.22; and the Purchase Order list for the first half of June 2016 in the amount of \$2,083.72.

**ITEM 2c. Consider authorizing staff to solicit bids for heat and air systems at the Armory.**

The Armory located on the Chickasha Municipal Airport property is currently unoccupied. Vaultless Caskets, the most recent tenants, notified the Assistant City Manager when they were moving out that the heating and air conditioning systems did not work in the building in any area except for the northeast corner of the building.

The northeast corner of the building was previously used as the office areas for Vaultless Caskets. The rest of the building (approximately 13,000 sq. ft.) was used for manufacturing and did not require heating and air conditioning and therefore the other parts of the building have not been heated or cooled since Vaultless Caskets first occupied the building.

City Building Inspectors require heat and air conditioning systems in order for Armory building to obtain a certificate of occupancy. In order for the City to receive the best rental value for the property it is necessary that new heat and air systems be installed.

**Staff Recommendation:** soliciting bids for heat and air at the Airport Armory.

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

Roll call vote:

Ayes:” Pittman, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott,  
Ashanti-Alexander and Carpenter  
“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 extending the agricultural lease at the Airport  
to Mr. Terry McCool.**

The Airport has two areas that have traditionally been leased for agricultural purposes; land on the Airport property, and land in the Industrial Park. Mr. Terry McCool has worked with the Airport and the Industrial Authority for 16 years to maintain the land that is not being currently used for air operations or buildings at the Airport Industrial Park. The arrangement has been beneficial for Mr. McCool, the Airport, and the Industrial Authority.

Over the last several years we have constructed the access road and made other improvements that have reduced the number of acres in the lease. This year there will be no change in the amount of land Mr. McCool will be leasing. The total annual amount of \$12,952.23 is the same amount as the previous year’s lease cost.

**Staff Recommendation:** Approve lease extension with Mr. McCool for the period of July 1, 2016 through June 30, 2017.

\*Motion by Trustee Sutterfield, second by Trustee Carpenter to approve extending the agricultural lease at the Airport to Mr. Terry McCool.

Roll call vote:

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

**ITEM 4b. Consider approving wood chipping services of the November 27-29, 2015 severe winter storms debris.**

Governor Mary Fallin requested a major disaster declaration due to severe winter storms and flooding during the period of November 27-29, 2015. The Governor requested a declaration for Public Assistance for 18 counties and Hazard Mitigation statewide.

November 28, 2015 Mayor Henry Ross signed an Emergency Disaster Proclamation due to freezing rain and high winds causing power outages and widespread tree damage.

On December 29, 2015, President Obama declared that a major disaster exists in the State of Oklahoma. This declaration made Public Assistance requested by the Governor available to state and eligible local governments and certain private nonprofit organizations on a cost-sharing basis for emergency work and the repair or replacement of facilities damaged by the severe winter storms and flooding in Grady County. This declaration also made Hazard Mitigation Grant Program assistance requested by the Governor available for hazard mitigation measures statewide.

The City of Chickasha was approved for Public Assistance funding and agreed to participate in the Public Assistance Alternative Pilot Program for Debris Removal.

All debris removal projects must be completed 180 days (6 mos.) after the date the disaster was declared. May 29, 2016 was the last day for the city to complete this project.

As a result of the November storm, an enormous amount of vegetative debris was produced causing hazardous conditions throughout the city. Debris was first taken to an empty lot behind the old Police Department. The debris pile quickly grew and was ultimately taken out to the Municipal Airport. The plan for disposal was to chip and burn all vegetative disposal. To meet the 180-day deadline, a private contractor (A-Y Wood Products, Inc.) was employed to chip all of the storm debris that remained at the Airport to dispose of the approximate 4,130 tons of chips for \$25,650.00 of which the city will be reimbursed 75%.

**Staff Recommendation:** Approving services from A-Y Wood Products, Inc. for approximately \$25,650.00.

\*Motion by Trustee Sutterfield, second by Trustee Carpenter to approve wood chipping services of the November 27-29, 2015 severe winter storms debris.

Roll call vote:

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

**Motion to Adjourn**

Mayor Ross called for any other business, being none, the meeting was adjourned.

TIME: 6:35 PM

*Handwritten initials: "r" and "n"*

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Hank Ross, Mayor

(ATTEST)

*Handwritten signature: Tina Smith*  
\_\_\_\_\_  
Tina Smith, Secretary

(SEAL)

Approved this 20<sup>th</sup> day of June, 2016.