



September 19, 2016

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 19th day of September 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 6:35 p.m.

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

**CHAIRMAN AND TRUSTEES**

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

**STAFF**

Alan Guard, City Manager  
Tom Frailey, Attorney  
Lena Smith, Assistant City Manager  
Brian Zalewski, Fire Chief  
Stewart Steele, Police Chief  
Susan Jones, Executive Assistant  
Lillie Huckaby, Library Director  
Tina Smith, City Clerk  
Steve Chapman, Park and Recreation Director  
Jim McClain, Public Works Director  
Kim Kohler, Special Event Manager  
Kathleen Easley, Community Development Director  
Rob Camp, Capital Project Manager  
Kristal Kuhn, Emergency Management Director  
Summer Sanders, Recreation Coordinator

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

**ITEM 2a. Consider approving the minutes of the September 6, 2016 regular meeting.**

**Staff Recommendation:** Approve minutes, and authorize filing thereof.

**ITEM 2b. Consider approving the Purchase Order list ratifying special utility and miscellaneous payments made on September 12, 2016 in the amount of \$63,070.04; and the Purchase Order list for the last half of September 2016 in the amount of \$169,375.50.**

The Purchase Order list ratifying special utility and miscellaneous payments made on September 12, 2016 in the amount of \$63,070.04; and the Purchase Order list for the last half of September 2016 in the amount of \$169,375.50 needs approval by Chairman and Trustees.

**Staff Recommendation:** Approve Purchase Order list ratifying special utility and miscellaneous payments made on September 12, 2016 in the amount of \$63,070.04; and the Purchase Order list for the last half of September 2016 in the amount of \$169,375.50.

**ITEM 2c. Consider accepting the Permit Issued by ODEQ for the 12<sup>th</sup> and Pennsylvania Lift Station and Authorize Bids to be Taken on this Project.**

On August 1, 2016, ODEQ (Oklahoma Department of Environmental Quality) sent the permit for the reconstruction of the following Lift Station:

- 12<sup>th</sup> and Pennsylvania Lift Station (SL000026160628)

At the 12<sup>th</sup> and Pennsylvania Lift Station, the plan states that there will be construction of 35 linear feet of 8" PVC pipe, 106 linear feet of 4" force main for sanitary sewer collection and 100 GPM (Gallons Per Minute) Lift Station and all appurtenances to serve, located at 12<sup>th</sup> Street and Pennsylvania Avenue.

**Staff Recommendation:** Accept permit issued by ODEQ for the reconstruction of the above mention Lift Station, and authorize staff to proceed with the bidding process.

\*Motion by Trustee Elliott, 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 reviewing and accepting the Preliminary Audit FYE June 30, 2016, and authorize payment.**

Staff has received Invoice #A1625 from Angel, Johnson & Blasingame, P.C. for the Preliminary Audit Analysis and preparation and initial fieldwork in the amount of \$22,895.00 and consultation on concerns for \$6,285.00 creating a total amount for \$29,180.00.

**Recommendation:** Accept Preliminary Audit for FYE – June 30, 2016, and authorize payment split between the budgeted line items.

\* Motion by Trustee Sutterfield, second by Trustee Elliott to accept the preliminary Audit FYE June 30, 2016 and authorize payment. \*

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 for approval a contract with Prairie Rock Architecture for Design and Architectural Services for the former City Hall and Police Building.**

The City of Chickasha is considering entering into a long term agreement with Chickasha Public Schools, the Chickasha Economic Development Authority and the Chickasha Chamber of Commerce for the use of the former City Hall and Police/Fire Station building at 101 S. 6<sup>th</sup> Street. City representatives have toured the building with representatives of each entity are now engaged in potential contract discussions.

The plan for the building is for it to serve as an economic development partnership center to include the three entities, office space for other local non-profit groups, a community meeting room for training, service clubs and the public, and a small business incubator for startup companies in Chickasha.

Richard Starks is the principal architect in the Prairie Rock firm. He has previously done architectural work for the City at the Chickasha Airport Industrial Park and has worked with CMS Willowbrook on the Life Skills Institute. Aria Development is also a client of Prairie Rock.

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**Staff Recommendation:** Approve the contract with Prairie Rock Architecture for Design and Architectural Services for the former Chickasha City Hall building.

\* Motion by Trustee Elliott, second by Trustee Carpenter to table the contract with Prairie Rock Architecture. \*

Roll call vote:

“Ayes:” Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Pittman and Loggins  
“Nays:” Ross, Steelman and Toland  
“Abstain:” None  
Motion carried. 6-3

*TABLED*

**ITEM 5.** **Bid Openings and Awards:**

**ITEM 5a.** **Consider awarding Tree Trimming and Removal Service Contract to Phillips Lawn Care.**

Staff solicited bids August 1, 2016 for Tree Trimming and Removal Services. The bid consisted of all materials, equipment and labor necessary for the completion of each task and/or request.

The contractor will respond to specific requests for tree work from City Departments and must receive authorization for additional work that may come to the Contractor’s attention that was not requested by the City. Throughout the term of the contract, it may become necessary for the Contractor to assist the Department in providing emergency tree service.

After reviewing the proposals, Staff recommends we award the bid to Phillips Lawn Care. This bid came in at the lowest price and they have all the qualifications to do the work as required.

**Staff Recommendation:** Award the Tree Trimming and Removal Service Contract to Phillips Lawn Care for the bid price specified in the attached bid tabulation.

\*Motion by Trustee Sutterfield, second by Trustee Elliott to award the Tree Trimming and removal services contract to Phillips Lawn Care. \*

Roll call vote:

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

**ITEM 5b. Consider awarding bid for replacement of Street Storm Sewer Inlets**

On September 7, 2016 Staff opened bid 2017-016 for replacement of Street Storm Drain Inlets in various areas of the City.

Bids were received from 5 companies for this project. Those companies are:

Rudy Construction  
MTZ Construction  
Nash Construction  
Silver Star Construction  
Redlands Contracting

Based on our estimates of inlets and curbs, the low bidder for this project has been identified as MTZ Construction with a bid of \$127,800.00.

**Staff Recommendation:** Award bid 2017-016 to MTZ Construction in the amount of \$127,800.

\*Motion by Trustee Toland, second by Trustee Loggins to award the bid for replacement of Street Storm Sewer Inlets. \*

Roll call vote:

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

**ITEM 5c. Consider awarding bid for replacement of Highland Drive Lift Station**

On September 1, 2016 Staff opened bids for the replacement of the Highland Drive Lift Station

There were 5 companies that bid on the project.

Slattery Construction Corp.	\$185,338.00
Luckinbill Inc.	\$239,813.59
Krapff Reynolds Construction Company	\$239,206.00
J.S. Haren Company	\$265,000.00
Downey Contracting, LLC	\$278,590.00

Slattery Construction Corp appears to be the lowest responsive, responsible bidder and is recommended for this project be the project engineers, Olsson Associates.

This project will be paid from our current revenue bonds.

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**Staff Recommendation:** Award bid to the low bidder, Slattery Construction Corp in the amount of \$185,338.00.

\*Motion by Trustee Elliott, second by Trustee Carpenter to award the bid for replacement of Highland Drive Lift Station. \*

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 9-0

**ITEM 5d. Consider awarding bid for replacement of Harbors Lift Station**

On September 1, 2016 Staff opened bids for the replacement of the Harbors Lift Station

There were 5 companies that bid on the project.

Slattery Construction Corp.	\$188,278.00
Luckinbill Inc.	\$222,158.81
Krapff Reynolds Construction Company	\$263,845.00
J.S. Haren Company	\$270,000.00
Downey Contracting, LLC	\$237,484.00

Slattery Construction Corp appears to be the lowest responsive, responsible bidder and is recommended for this project be the project engineers, Olsson Associates.

This project will be paid from our current revenue bonds.

**Staff Recommendation:** Award bid to the low bidder, Slattery Construction Corp in the amount of \$188,278.00.

\*Motion by Trustee Sutterfield, second by Trustee Carpenter to award the bid for replacement of Harbors Lift Station. \*

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 9-0

**ITEM 5e. Consider awarding bid for replacement of Honda Lane Lift Station**

On September 1, 2016 Staff opened bids for the replacement of the Honda Lane Lift Station

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There were 5 companies that bid on the project.

Slattery Construction Corp.	\$383,089.00
Luckinbill Inc.	\$418,841.95
Krapff Reynolds Construction Company	\$502,544.00
J.S. Haren Company	\$519,600.00
Downey Contracting, LLC	\$603,294.67

Slattery Construction Corp appears to be the lowest responsive, responsible bidder and is recommended for this project be the project engineers, Olsson Associates.

This project will be paid from our current revenue bonds.

**Staff Recommendation:** Award bid to the low bidder, Slattery Construction Corp in the amount of \$383,089.00.

\*Motion by Trustee Steelman, second by Trustee Loggins to award the bid for replacement of Honda Lane Lift Station. \*

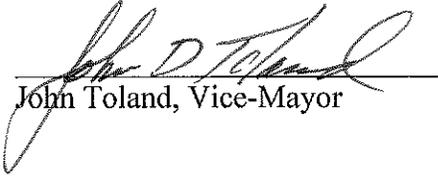
Roll call vote:

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

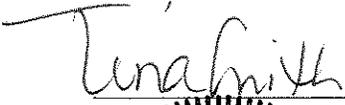
**Motion to Adjourn**

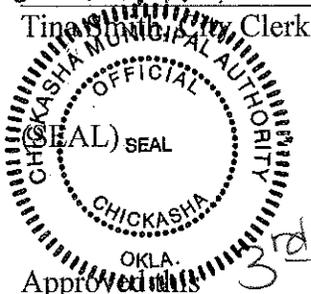
Mayor Ross reported no further business and that the meeting was adjourned.

TIME: 6:48 P.M.

  
John Toland, Vice-Mayor

ATTEST:

  
Tina Smith, Clerk



Approved this 3rd day of October, 2016.