



McAlester City Council

NOTICE OF MEETING

Special Meeting of the City Council

Tuesday, June 11, 2019 – 5:30 pm
McAlester City Hall – Council Chambers
28 E. Washington

John Browne Mayor
Weldon Smith Ward One
Cully Stevens, Vice-Mayor..... Ward Two
Travis Read..... Ward Three
James Brown..... Ward Four
Maureen Harrison..... Ward Five
Zach Prichard Ward Six
Peter J. Stasiak City Manager
William J. Ervin City Attorney
Cora M. Middleton..... City Clerk

This agenda has been posted at the McAlester City Hall, distributed to the appropriate news media, and posted on the City website: www.cityofmcalester.com within the required time frame.

The Mayor and City Council request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond to a page or to conduct a phone conversation.

The McAlester City Hall is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Clerk's Office at 918.423.9300, Extension 4956.

CALL TO ORDER

Announce the presence of a Quorum.

ROLL CALL

SCHEDULED BUSINESS

1. Participation in Training for the Oklahoma Municipal Assurance Group's OMAG Municipal Liability Protection Plan (MLPP) **Recognition Program**. (Cora Middleton, City Clerk)

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on this _____ day of _____ 2019 at _____ a.m./p.m. as required by law in accordance with Section 303 of the Oklahoma Statutes and that the appropriate news media was contacted. As a courtesy, this agenda is also posted on the City of McAlester website: www.cityofmcalester.com.

Cora M. Middleton, City Clerk



McAlester City Council

AGENDA REPORT

Meeting Date: June 11, 2019
Department: Council
Prepared By: Cora Middleton, City Clerk
Date Prepared: June 3, 2019

Item Number: 1
Account Code: _____
Budgeted Amount: _____
Exhibits: 3

Subject

Participation in Training for the Oklahoma Municipal Assurance Group's OMAG Municipal Liability Protection Plan (MLPP) *Recognition Program*.

Recommendation

Discussion

Following are the steps in the Recognition Program:

- Training
- Stability Test (Sample included)
- Review of MLPP Dec page (Sample included)

Revised Handbook will be presented during the Regular Council meeting, later this evening, for adoption.
A Resolution requesting Recognition from OMAG will be presented during the Regular Council meeting, later this evening, for adoption.
A copy of the approved minutes and Resolution will be submitted to OMAG to complete this fiscal year's (2018/2019) *Recognition Program*.

Approved By

Department Head
City Manager

P. Stasiak

Initial
CM

Date
06.03.19

RECOGNITION PROGRAM

WHAT?

- Become a part of the OMAG Municipal Liability Protection Plan (MLPP) Recognition Program and get the training and tools your governing body needs to excel.
- Strengthen your municipal governance.
- Earn a monetary reward!

WHO?

OMAG Recognition rewards cities and towns whose governing bodies' members annually:

- Complete training
- Adopt/regularly review their Council handbook
- Use the Stability Test to measure improvement
- Review their municipality's insurance coverage

WHEN?

You can receive Recognition and the monetary reward every year.

HOW?

Go to www.omag.org/Recognition to learn how your municipality can gain Recognition.

OMAG

3650 South Boulevard
Edmond, Oklahoma 73013
(405) 657-1400
www.omag.org





AN EXPLANATION OF OMAG COVERAGE

1) BODILY INJURY & PROPERTY DAMAGE - Coverage A & B

This coverage protects the municipality, its employees and elected officials from Bodily Injury and Property Damage claims filed against the municipality by a third party.

2) PERSONAL INJURY - Coverage C

This coverage protects the municipality, its employees and elected officials from claims filed against the municipality by a third party for injury including emotional distress, inconvenience, annoyance, etc.

3) ERRORS & OMISSIONS - Coverage D

This coverage protects the municipality, its employees and elected officials from claims filed against the municipality by a third party for Errors and Omissions involving alleged breach of duties as defined in the plan document.

4) AUTOMOBILE LIABILITY - Coverage E & F

This coverage protects the municipality, its employees and elected officials against Bodily Injury, Personal Injury and Property Damage claims filed against the municipality by a third party arising from the operation of the municipality's insured/scheduled autos.

5) HIRED AND NON-OWNED AUTO LIABILITY

Automobile liability coverage is extended to claims filed on vehicles that are not owned by the municipality but are used in the conduct of the operation of the municipality. This coverage applies to claims on an excess basis over the automobile owner's policy.

6) AUTOMOBILE PHYSICAL DAMAGE - Coverage G

This coverage protects the municipality for damage to their own autos. The auto schedule will indicate coverages provided such as: comprehensive, specified perils, or collision. The deductible will be listed on the auto schedule.

7) EQUIPMENT PHYSICAL DAMAGE - Coverage H

This coverage protects the municipality for damage to their scheduled equipment. The equipment must be listed on the auto/miscellaneous equipment or the mobile equipment schedule for coverage to apply. Deductibles will be shown on each schedule.

8) POLLUTION DAMAGE - Coverage I

This coverage provides legal liability protection for claims filed against the municipality for property damage and clean-up expenses resulting from a covered pollution incident as defined in the plan document.

9) DEFENSE REIMBURSEMENT FOR INVERSE CONDEMNATION, ANNEXATION/DEANNEXATION, ZONE AND BOARD OF ADJUSTMENT MATTERS - Coverage J

This coverage will reimburse a plan member for 50% of its legal expenses and costs up to a maximum of

\$10,000 after the plan member has paid \$5,000 in accordance with the plan document.

10) CYBER LIABILITY AND DATA BREACH RESPONSE – Coverage K

This coverage provides protection against electronic data breaches and the response associated with the breach. This coverage is provided in a separate plan document.

11) LEGAL DEFENSE COVERAGE FOR WORKERS' COMPENSATION RETALIATION CLAIMS – Coverage L

This coverage provides, at the member's request and acceptance, legal defense only (no indemnification for damages) for retaliation claims filed under the Workers' Compensation Statutes to the extent the claim is not eligible for coverage under any other coverage.

STABILITY TEST

Part 1 – Financial Stability

Does your city have enough money to operate? (circle the number that best fits your city)

10. Yes, we have a written policy that requires at least 20% of the general fund as a reserve and fully fund the reserve.
5. We don't have a written policy but maintain more than 10% of the general fund as a reserve.
1. We are lucky to make payroll and regularly are concerned about it.

Part 2 – Governing Body Stability

How stable is your governing body? (circle the number that best fits your city)

10. We have great, well informed and engaged elected officials; when we have had elections in recent years, most candidates have been well qualified.
5. The majority is good, but the bad ones are very bad.
1. I wish we could get a completely new group, as I don't think any of them are qualified to make decisions for the City.

Part 3 - Meetings

How good are your meetings? (circle the number that best fits your city)

10. Professional, business like and a joy to attend – I hate to miss one because we all enjoy the work we do for the City.
5. Boring, not much accomplished, but nothing bad happens.
1. Our meetings are miserable; arguing, staff at odds with the elected officials, out of control public – I wish I never had to attend another one.

Part 4 - Employees

How good is your workforce? (apply a rating from between 10 and 1)

10. Our employees work very hard, care about the city, enjoy their work, and are proud they work for the city.
5. Our employees mean well, may not work as hard as the private sector, don't get paid enough, but get by.
1. Most of our employees do not like their job, we have lots of turnover, get many claims (workers comp, discrimination, etc.), and we have a difficult time attracting good employees.

Part 5 – What does the public think of your city?

What does the public think about your city? (apply a rating from between 10 and 1)

10. We have very little public input at meetings as the public seems to trust our elected officials to make good decisions; we seldom have a disgruntled citizen appear at a meeting, and when we do, the discussion is civil and respectful. The City has a good reputation and is seen as a leader in the region.

5. The public doesn't seem to care what we do and does not pay much attention to what we are doing.

1. There seems to be little or no public confidence in the decisions made by the city; we continually have disgruntled citizens appearing at meetings and criticizing how we do business.

Part 6 – How well do you handle a crisis?

What well does your city handle a crisis? (apply a rating from between 10 and 1, with 10 being the best possible)

10. We come together as a team, we work very hard, we are not afraid to ask for help and we have other entities offer to help us; after the crisis is over, we evaluate how well we handled the event and strive to do better next time. We never engage in the blame game.

5. We stumble through.

1. We live in crisis, are always dealing with everyone trying to blame everyone else, and can't manage or plan for anything.

Part 7 – Economic Development

How active are you with economic development? (apply a rating from between 10 and 1, with 10 being the best)

10. We are continually working on economic development projects, are very optimistic that better times are ahead, that we can complete a good project, and are always trying to get economic growth.

5. If something comes along, we try to help.

1. We have not pursued an economic development project in years, have not had any growth, and are simply trying to hold on to what we've got – it is difficult to have hope for the future.

Part 8 – Planning and Goal Setting

How well do you plan and set goals for city projects? (apply a rating from between 10 and 1, with 10 being the best)

10. The elected officials, administration and all staff work well to create well defined goals of the city that we all work to accomplish.

5. Every once in a while, we get around to talking about a project we want to accomplish; we even follow through on some of them.

1. We're lucky to get our jobs done day to day; we have no plan for next week, much less next year; everyone just does their own thing.

Part 9 – Administration

How stable has your upper management been? (apply a rating from between 10 and 1; with 10 being the best)

10. Management has been stable for a long time; we have found a way to work together, to set goals, to communicate well, and it has ensured continuity in management. If we do have turnover, we attract good candidates because the city is a good place to work for its administrator.

5. Our leadership changes regularly and we readjust and take a new direction to how we approach city business; sometimes it improves and sometimes it doesn't.

1. The administrative leadership of the city is constantly changing, whether it needs to or not; administrators have not been treated well in the past, are underpaid, and really don't want to work in my city.

Part 10 - Communication

How well do you communicate with each other? (apply a rating from between 10 and 1, with 10 being the best)

10. Everyone, from elected officials to the lowest staff, is well informed about the major activities of the city; we all are able to speak our mind, and there are no secrets amongst the elected officials and staff, as all feel free to express their opinion without fear of retribution.

5. We get random information, hit and miss, with no continuity.

1. We have no idea what is going on with the city; the elected officials and administration only meet when required; staff many times has no idea about what is going on with major projects.