



# McAlester City Council

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## NOTICE OF MEETING

### Regular Meeting Agenda

Tuesday, May 12, 2020 – 6:00 pm  
McAlester City Hall – Council Chambers  
28 E. Washington

#### Attending in Person

John Browne ..... Mayor  
Maureen Harrison..... Ward Five  
Peter J. Stasiak ..... City Manager  
Cora M. Middleton..... City Clerk

#### Attending by Teleconference

Weldon Smith..... (918)423-4161 ..... Ward One  
Cully Stevens, Vice Mayor.....(918)424-1391 ..... Ward Two  
Steve Cox .....(918)429-8406..... Ward Three  
James Brown.....(918)426-1636..... Ward Four  
Zach Prichard.....(918)521-3893 ..... Ward Six  
William J. Ervin.....(918)429-9358..... City Attorney

*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](http://www.cityofmcalester.com) within the required time frame. Public call-in number is 1-866-899-4679, Access Code 538-080-397*

*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**

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*Announce the presence of a Quorum.*

#### **INVOCATION & PLEDGE OF ALLEGIANCE**

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## ROLL CALL

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### CITIZENS COMMENTS ON NON-AGENDA ITEMS

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*Residents may address Council regarding an item that is not listed on the Agenda. Residents must provide their name and address. Council requests that comments be limited to five (5) minutes.*

### CONSENT AGENDA

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*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approval of the Minutes from the April 28, 2020, Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- B. Approval of Claims for April 22, 2020 through May 5, 2020. *(Sherri Swift, Chief Financial Officer)*
- C. Consider and act upon, a “Pledge and Guarantee” document which authorizes the annual renewal of the City of McAlester’s Participation Agreement with the Association for Landfill Financial Assurance (ALFA). *(Dalton Carlton, Public Works Director)*
- D. Consider and act upon, ratifying the attached Contract with AMS Collections to renew for the 2020-2021 fiscal year. *(Toni Ervin, Assistant City Manager)*
- E. Consider and act upon, ratifying the attached Contract with AMS Collections to renew for the 2020-2021 fiscal year. *(Toni Ervin, Assistant City Manager)*
- F. Consider and act upon, approval to ratify a Contract, for the 2020-2021 fiscal year, with Miller Office Equipment for the rental of 3 copiers. *(Toni Ervin, Assistant City Manager)*
- G. Consider and act upon, approval to ratify a Contract, for the 2020-2021 fiscal year, with Miller Office Equipment for maintenance of City copiers. *(Toni Ervin, Assistant City Manager)*
- H. Consider and act upon, approval to continue a Contract with U.S. Payments, LLC for installed kiosks in operation and accepting payments for court and utilities payments. *(Toni Ervin, Assistant City Manager)*
- I. Concur with the Mayor’s appointment of Mr. Gary Wansick to the McAlester Ethics Board to replace Mr. Jimmy Williams for a term to expire February, 2023. *(John Browne, Mayor)*
- J. Concur with City Manager’s recommendation for selection of three (3) nominees for the OMAG Board of Trustees. *(Cora Middleton, City Clerk)*

**ITEMS REMOVED FROM CONSENT AGENDA**

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**SCHEDULED BUSINESS**

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1. Consider and act upon, authorizing the Mayor to sign the Contractor's Final Pay No. 4 and Certificate of Substantial Completion for the contract with Built Right Construction, LLC for the 5<sup>th</sup> and Miami Sewer Improvements and accept the project as completed.  
*(Dalton Carlton, Public Works Director)*

## Executive Summary

Motion to authorize the Mayor to sign the Contractor's Final pay No. 4 in the amount of \$3,603.75 and the Certificate of Substantial Completion for the contract with Built Right Construction, LLC for 5<sup>th</sup> and Miami Sewer Improvements and accept the project as completed.

2. Consider and act upon, authorizing the Mayor to sign the Contractor's Final Pay No. 3 and Certificate of Substantial Completion for the contract with Built Right Construction, LLC for the 745 W. Adams Sewer Relocation and accept the project as completed.  
*(Dalton Carlton, Public Works Director)*

## Executive Summary

Motion to authorize the Mayor to sign the Contractor's Final pay No. 3 in the amount of \$1,990.60 and the Certificate of Substantial Completion for the contract with Built Right Construction, LLC for the 745 W. Adams Sewer Relocation and accept the project as completed.

3. Consider and act upon, authorizing the Mayor to sign and accept a grant award from the Federal Aviation Administration (FAA) in the amount of \$69,000.00 as part of the Coronavirus Aid, Relief, and Economic Security "CARES" Act of 2020 funding.  
*(Stephanie Giacomo, Grant Administrator)*

## Executive Summary

Staff recommends acceptance of the grant award and conditions and authorizing the Mayor to execute the agreement with the Federal Aviation Administration.

**NEW BUSINESS**

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*Any matter not known or which could not have been reasonably foreseen prior to the time of posting the Agenda in accordance with Sec. 311.9, Title 25, Oklahoma State Statutes*

**CITY MANAGER'S REPORT (Peter J. Stasiak)**

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- Report on activities for the past two weeks.

**REMARKS AND INQUIRIES BY THE COUNCIL**

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**MAYORS COMMENTS AND COMMITTEE APPOINTMENTS**

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**RECESS COUNCIL MEETING**

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**CONVENE AS McALESTER AIRPORT AUTHORITY**

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*Majority of a Quorum required for approval*

- Approval of the Minutes from the April 28, 2020, Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item B, regarding claims ending May 5, 2020. *(Sherri Swift, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item 3, authorization for the Mayor to sign and accept a grant award from the Federal Aviation Administration (FAA) in the amount of \$69,000.00 as part of the Coronavirus Aid, Relief, and Economic Security "CARES" Act of 2020 funding. *(Stephanie Giacomo, Grant Administrator)*

**ADJOURN MAA****CONVENE AS McALESTER PUBLIC WORKS AUTHORITY**

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*Majority of a Quorum required for approval*

- Approval of the Minutes from the April 28, 2020, Regular Meeting of the McAlester Public Works Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item B, regarding claims ending May 5, 2020. *(Sherri Swift, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item C, a "Pledge and Guarantee" document which authorizes the annual renewal of the City of McAlester's Participation Agreement with the Association for Landfill Financial Assurance (ALFA). *(Dalton Carlton, Public Works Director)*
- Confirm action taken on City Council Agenda Item E, ratification of the Contract with AMS Collections to renew for the 2020-2021 fiscal year. *(Toni Ervin, Assistant City Manager)*
- Confirm action taken on City Council Agenda Item F, approval and ratification of a Contract for the 2020-2021 fiscal year, with Miller Office Equipment for the rental of 3 copiers. *(Toni Ervin, Assistant City Manager)*
- Confirm action taken on City Council Agenda Item G, approval and ratification of a Contract for the 2020-2021 fiscal year, with Miller Office Equipment for maintenance of City copiers. *(Toni Ervin, Assistant City Manager)*

- Confirm action taken on City Council Agenda Item H, approval to continue a Contract with U.S. Payments, LLC for installed kiosks in operation and accepting payments for court and utilities payments. *(Toni Ervin, Assistant City Manager)*
- Confirm action taken on City Council Agenda Item 1, authorization for the Mayor to sign the Contractor's Final Pay No. 4 and Certificate of Substantial Completion for the contract with Built Right Construction, LLC for the 5<sup>th</sup> and Miami Sewer Improvements and acceptance of the project as completed. *(Dalton Carlton, Public Works Director)*
- Confirm action taken on City Council Agenda Item 2, authorization for the Mayor to sign the Contractor's Final Pay No. 3 and Certificate of Substantial Completion for the contract with Built Right Construction, LLC for the 745 W. Adams Sewer Relocation and acceptance of the project as completed. *(Dalton Carlton, Public Works Director)*

### ADJOURN MPWA

### EXECUTIVE SESSION

*Recess into Executive Session in compliance with Section Title 25 Section 307 B.2 et.seq. Oklahoma Statutes, to wit:*

- Consider and Act to convene in executive session pursuant to Title 25 O.S. § 307(B)(1) for confidential communications between a public body and its attorney to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, more particularly City Manager, Peter Stasiak.

### RECONVENE INTO OPEN SESSION

*Take any action as a result from Executive Session.*

- Consider and act upon the proposed contract for City Manager Peter Stasiak.

### ADJOURNMENT

### CERTIFICATION

*I certify that this Notice of Meeting was posted on this \_\_\_\_\_ day of \_\_\_\_\_ 2020 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](http://www.cityofmcalester.com).*

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**Cora M. Middleton, City Clerk**