

MINUTES OF A SPECIAL MEETING OF CLINTON CITY COUNCIL, CLINTON PUBLIC WORKS AUTHORITY, CLINTON HOSPITAL AUTHORITY, CLINTON SOLID WASTE AUTHORITY, CLINTON RECREATIONAL AUTHORITY, CLINTON AIRPORT AUTHORITY AND CLINTON INDUSTRIAL AUTHORITY

TUESDAY, MAY 27, 2014

Minutes of a special meeting of the Mayor/ Chairman and Council/Trustees of the City of Clinton, Oklahoma, Custer County, held at the Frisco Center on Tuesday, May 27, 2014, 5:30 P.M. A notice of this meeting with agenda was posted on the bulletin board in the lobby of the Clinton City Hall on May 22, 2014.

Mayor/Chairman Seth Adams called the meeting to order with the following present:

Trustee/ Council: Don Rodolph, Wheeler Lowry, Jason Hulin, Mustafa Sami

City Manager: Steve Hewitt

City Clerk: Lisa Anders

News Media: Gerald Green

Others: David Crabtree, Kris Wemy, Debra Blanchard, Randy Carpenter, Shona Stermer, Donald Webb, Gene McCullough, Julie Menge, Kelly Somner, Kent Miller, Brian Aneshansley, Clyde Morgan, Mr. & Mrs. Henry Caldwell, and others.

2. ACKNOWLEDGE RECEIPT OF CDBG CONTRACTS FOR PURCHASE OF FIRE TRUCK

Clyde Morgan of SWODA reported that the City of Clinton has been awarded five contracts totaling \$143,000 from the Department of Commerce for the purchase of a fire truck.

Motion was made by Councilman Rodolph and seconded by Councilman Hulin to acknowledge the receipt of the CDBG contracts for the purchase of a fire truck.

Mayor put the motion to a roll call vote:

Aye: Rodolph, Hulin, Lowry, Sami, Adams

Nay: None

Mayor declared the motion carried.

3. CONSIDER RESIDENTIAL ANTI-DISPLACEMENT PLAN

Clyde Morgan explained that the Residential Anti-Displacement Plan is required through HUD which previously the funding was for housing. He explained this is a formality.

Motion was made by Councilman Hulin and seconded by Councilman Sami to approve the Residential Anti-Displacement Plan.

Mayor put the motion to a roll call vote:

Aye: Hulin, Sami, Rodolph, Lowry, Adams

Nay: None

Mayor declared the motion carried.

4. CONSIDER CDBG ADMINISTRATIVE CONTRACT AGREEMENT WITH SOUTH WESTERN OKLAHOMA DEVELOPMENT AUTHORITY FOR PURCHASE OF FIRE TRUCK

Clyde Morgan reported that the contract with SWODA is for the administrative duties associated with the CDBG grant for the purchase of a fire truck. He said that the fee of \$2,000 has been included in the grant application.

Motion was made by Councilman Lowry and seconded by Councilman Rodolph to approve the CDBG Administrative contract agreement with SWODA for the purchase of a fire truck.

Mayor put the motion to a roll call vote:

Aye: Lowry, Rodolph, Sami, Hulin, Adams

Nay: None

Mayor declared the motion carried.

5. REVIEW OF 2014-2015 FISCAL YEAR BUDGET

City Manager Steve Hewitt introduced City Treasurer Debra Blanchard and began the review of the budget.

GENERAL FUND

City Treasurer Debra Blanchard reviewed the expenditures and point out that they are estimating less than 1% increase. She said that the health/dental insurance premiums have a 2-3% increase.

City Manager Steve Hewitt said that the Oklahoma Municipal League dues have increased this year. He noted that \$15,000 has been included in the Contribution to Other Agencies for Western Plains Library System. He said this is for replacement of carpet at the Clinton Public Library so it should be included in the Captial budget as an improvement to a city facility.

Councilman Hulin asked about the change in Inspection Personnel.

Treasurer Blanchard said there has been a shift in the budget for an employee that is working part time in the Public Works Department and part time in Code Enforcement.

Councilman Hulin asked about the decrease in the Fire/Emergency Management fund.

Treasurer Blanchard said the city had applied for a weather radio grant some time ago and

was awarded the grant during this fiscal year. She said there will be a budget amendment presented.

Fire Chief Randy Carpenter said the grant allowed the purchase of just over 900 weather radios and all but four have been distributed.

CAPITAL

City Manager Steve Hewitt noted that \$100,000 has been budgeted for street overlay and \$100,000 has been budgeted for work on Commerce Road.

Councilman Hulin asked about the cost of the audible crossing signals.

City Manager Steve Hewitt said that one audible crossing signal per year is included in the budget. He said the signal cost between \$5,000 and \$7,000 per intersection. There is a total of seven intersections and one was installed this year.

Councilman Rodolph asked if the final six could be included in the Capital budget. It was agreed to include audible crossing signals for the remaining six intersections.

Treasurer Debra Blanchard said the funds for the fire truck have been included.

City Manager Steve Hewitt said spray foam insulation for Acme has been included in the budget. He explained that this would result in future savings on utilities. A safety cover for the swimming pool is included. He explained that this would allow for water to remain in the pool during the off season and also reduce the need for painting.

Councilman Hulin asked about the San Server Storage in the Facilities Capital Budget.

Gene McCullough explained that is an IT item for storage. He said that is a high estimate but wanted to make sure that would cover the needed equipment.

City Manager Steve Hewitt said there are issues with the Central Garage Building so the Transfer Out line item for Other Uses/Transfer Out to Solid Waste for Sanitation/Central Garage Building of \$40,000 has been included.

Public Works Director Donald Webb said the current roof is leaking and the estimate for repairs is \$62,000.00. He said he is getting pricing for a metal barn.

City Manager Hewitt said this would be a prefabricated building and the existing building would be torn down.

Treasurer Blanchard said the total of \$180,000 has been split between the Solid Waste and Central Garage.

PUBLIC WORKS AUTHORITY

City Manager Steve Hewitt said he anticipated a secondary water source being provided for part of the season. He said he expects it to be in place by next spring.

Treasurer Blanchard said the agreement with Severn Trent has a CPI included so the increase will be 2.4% based on service industry. She said the agreement with Allied Waste has a CPI included so the increase will be 1.126% for solid waste service.

Treasurer Blanchard said a \$75,000.00 contingency line item is included in the water budget. She reported that a collection agency has been utilized for the collection of bad debts. She reviewed the capital needs for Public Works. She said there is a potential for a Hazardous Mitigation grant to be awarded for the purchase of a generator.

Public Works Director Donald Webb discussed lease purchasing a boring machine at \$20,000 for a three year period.

Treasurer Blanchard said that a contingency line item of \$45,000.00 is included for the sewer budget.

City Manager Steve Hewitt explained that cost on Severn Trent agreement has not been included in the budget. He said if it is decided to not proceed with Phase II that an adjustment would need to be made.

SOLID WASTE AUTHORITY

Treasurer Blanchard said charges for services have increased with the increase of the CPI. She reported that the roll-off truck provides a source of revenue for the Solid Waste Authority.

Blanchard said that the new solid waste truck has been ordered but will not be delivered until the fall so this is being rolled into the new budget as a carry-over. The budget also includes the transfer of \$40,000 for the building purchase.

AIRPORT AUTHORITY

Treasurer Blanchard said the City has received an FAA grant for the perimeter fencing so this will be a revenue source and expenditure.

City Manager Hewitt said the terminal building is in need for replacing the heat/air system and replacement of the roof. He said these two projects have been combined and said the budget for next year should be much lighter. He said painting of the exterior of the terminal building is needed but will wait to the following year.

She said the Jet A fuel sales is increasing but was overestimated for the current year.

City Manager Hewitt said the fencing and Jet A fuel is important for qualifying for the runway extension and also helps with economic development.

RECREATIONAL AUTHORITY

Treasurer Blanchard said that \$170,000 has been budgeted as a subsidy to the Golf Course. She said the capital request for the Golf Course is included in the Capital Improvement Fund.

The donation from the Men's Golf Association for work on Hole #10 is included in the Capital Budget.

INDUSTRIAL AUTHORITY

Treasurer Debra Blanchard said the authority has four different sections. Non-Departmental is for small economic development projects or industrial building or land. The capital outlay for the roadway at a cost of \$35,000 has been included. She said a mini-grant has been received for this project also.

The second section is Industrial Land Housing and this is for expenses associated with Robinson Housing addition.

The third section is Commercial Industrial/Industrial Development. This is for the industrial park. An EDA grant will be submitted with the help of SWODA for development of this property.

The fourth section is the Frisco Center. This includes the lodging tax which should increase this year with the opening of a new hotel scheduled. Capital Outlay for the Frisco Center includes replacement of the HVAC and installation of security cameras. The contractual services line item includes maintenance items such as painting of the meeting rooms.

CENTRAL GARAGE

Treasurer Debra Blanchard said the Central Garage fund is an internal service fund that provides services to other departments and then bills for the services.

HOSPITAL AUTHORITY

Treasurer Blanchard said rent on the facility is included. She said only the interest earnings are spent on Acme payments when needed.

HOPE

Treasurer Blanchard said this department is for the operation of the four apartments on Frisco. She said they stay at full occupancy most of the time and the budget includes the replacement of windows. The apartments were built to historical standards and are not necessarily energy efficient.

4TH CENT ACME/ ECONOMIC DEVELOPMENT/FD/PD

Treasurer Blanchard said these are pass through funds to the Public Works Authority for debt service.

ECONOMIC DEVELOPMENT

Treasurer Debra Blanchard said the budget includes sales tax and reimbursement from TIF and local businesses on the sewer/water project in the area.

CEMETERY PERPETUAL

Treasurer Blanchard said the budget includes \$30,000 for the fencing of the perimeter of the cemetery.

ADJOURN

Motion was made by Councilman/Trustee Hulin and seconded by Councilman/Trustee Rodolph to adjourn the meeting.

Chairman/Mayor put the motion to a roll call vote:

Aye: Hulin, Rodolph, Lowry, Sami, Adams

Nay: None

Chairman/Mayor declared the meeting adjourned at 6:30 PM.