

REGULAR MEETING
DUNCAN CITY COUNCIL
CITY COUNCIL CHAMBERS, DUNCAN, OKLAHOMA
MARCH 28, 2023
5:15 P.M.

#1a

INVOCATION Former Mayor Ritchie Dennington

FLAG SALUTE Councilman Nick Fischer

ROLL CALL Mayor Robert Armstrong City Manager, Kimberly Meek
Councilwoman Patty Winger City Attorney David Hammond
Councilman Nick Fischer Deputy City Clerk Christina Johnson

ABSENT Vice-Mayor Jimmy Peters
Councilwoman Lindsay Hayes

Recognition of former Duncan Area Enhancement Trust Authority board members Gene Brown and Carolyn Rodgers.

Former Duncan Area Economic Enhancement Trust Authority board members Gene Brown and Carolyn Rodgers were recognized for their dedication and work as board members. They were each presented with a plaque of appreciation.

Presentation from Apollo Hospitality Firm regarding the 2022 Tax Rebate for Fairfield Inn and Suites by Marriott.

There was no one present from Apollo Hospitality Firm for the presentation.

- ITEM #1: CONSIDER APPROVAL OF CONSENT AGENDA.
- a) Minutes of March 14, 2023.
 - b) List of Claims.
 - c) Ground Maintenance Agreement between the City of Duncan and the Chisholm Trail Soccer Association to use a portion of Abe Raizen Park from March 28, 2023 through December 11, 2023 and authorize the Mayor to execute the agreement.
 - d) Purchase of a 25 KVA Diesel Mobile Generac Generator from Clifford Power Systems, Inc. in the amount of \$24,314.30.

Councilwoman Winger asked about Item #1(d) Purchase of a 25 KVA Diesel Mobile Generac Generator from Clifford Power Systems, Inc. in the amount of \$24,314.30. She asked where the generator would be stored and who would be performing maintenance on the generator.

Tera Mathis, Emergency Management Director, advised that the generator would be stored in the Criminal Justice Complex Center and the Police Department will be performing the maintenance on the generator.

Councilman Winger asked if this generator was portable.

Mrs. Mathis advised that the generator is portable.

A motion was made by Councilman Fischer, seconded by Councilwoman Winger to approve the Consent Agenda as presented. Upon roll call:

AYE: Fischer, Winger, Armstrong

NAY: None

- ITEM #2: OTHER COMMENTS:
- a) By the Public
- Per State Statute the Mayor and Council will not be able to respond to any issues brought forward during this part of the agenda. The City Manager or the Staff will take your information and address the situation then reconnect with you. The Council Members are available before and after the meeting to address concerns on an individual basis.*

There were no comments from the Public.

- b) By the Council-There were none.
- c) By the City Manager-There were none.

ITEM #3: Adjournment

A motion was made by Councilman Fischer, seconded by Councilwoman Winger to adjourn the meeting. Upon roll call:

AYE: Fischer, Winger, Armstrong

NAY: None

Christina Johnson, Deputy City Clerk

Robert Armstrong, Mayor

ITEM #4: Pay Request No. 31 to Tetra Tech, Inc. in the total amount of \$1,608.75 for services rendered in conjunction with the Sewer Rehabilitation Design Phase I Project.

This item was presented by General Manager, Kimberly Meek, who advised that on February 25, 2020, Mayor and Council approved a contract with Tetra Tech, Inc. to provide Sewer Rehabilitation Design and preparation of construction plans.

Mrs. Meek noted that this pay request is for construction and inspection services for sewer rehabilitation and represents services through February 24, 2023.

A motion was made by Trustee Fischer, seconded by Trustee Winger to approve Pay Request No. 31 to Tetra Tech, Inc. in the total amount of \$1,608.75 for services rendered in conjunction with the Sewer Rehabilitation Design Phase I Project. Upon roll call:

AYE: Fischer, Winger, Armstrong

NAY: None

ITEM #5: Pay Request No. 1 to Sunrise Construction in the total amount of \$53,298.17 for services rendered in conjunction with the replacement of the 28th/29th Street Water Line Project.

This item was presented by General Manager, Kimberly Meek, who advised that on January 24, 2023, Mayor and Council approved a contract with Sunrise Construction for replacement of the 28th/29th Street water line.

Mrs. Meek noted that this pay request represents services through March 9, 2023.

Trustee Winger asked if the project was going well.

Buddy Hokit, Public Works Director, advised that the contractor will be completing the waterline in front of Chisholm Trail Heritage Center soon and then would be moving to the 28th 29th Street Water Line Project.

A motion was made by Trustee Fischer, seconded by Trustee Winger to approve Pay Request No. 1 to Sunrise Construction in the total amount of \$53,298.17 for services rendered in conjunction with the replacement of the 28th/29th Street Water Line Project. Upon roll call:

AYE: Fischer, Winger, Armstrong

NAY: None

ITEM #6: OTHER COMMENTS:

a) By the Public

Per State Statute the Chairman and Trustees will not be able to respond to any issues brought forward during this part of the agenda. The General Manager or the Staff will take your information and address the situation then reconnect with you. The Chairman and Trustees are available before and after the meeting to address concerns on an individual basis.

There were no comments from the Public.

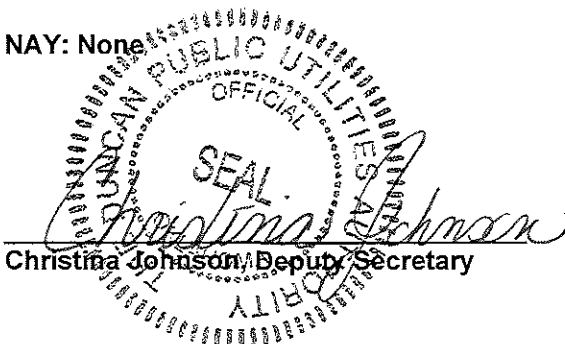
b) By the Chairman and Trustees-There were none.
c) By the General Manager-There were none.

ITEM #7: Adjournment

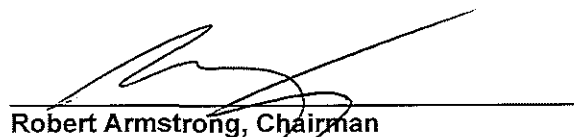
A motion was made by Trustee Fischer, seconded by Trustee Winger to adjourn the meeting. Upon roll call:

AYE: Fischer, Winger, Armstrong

NAY: None

The seal is circular with the text "BRYAN PUBLIC UTILITIES AUTHORITY" around the perimeter and "OFFICIAL SEAL" in the center. A signature, "Christina Johnson", is written across the seal. Below the seal, the text "Christina Johnson, Deputy Secretary" is printed.

Christina Johnson, Deputy Secretary

A handwritten signature in black ink, appearing to read "Robert Armstrong", is written over a horizontal line. Below the line, the text "Robert Armstrong, Chairman" is printed.

Robert Armstrong, Chairman