CITY OF GUTHRIE OKLAHOMA

61st City Council

Mayor Chuck Burtcher

Ward I – Vice Mayor Trey Ayers, John Wood **Ward II** – Mary Coffin, Patty Hazlewood

Ward III – Ellen Gomes, Gaylord Z. Thomas

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

Council Chambers, 101 N. 2nd Street; Guthrie, OK 73044

Tuesday, July 5, 2011 ~ 7:00 PM

1. Call to Order
2. Public Comments
3. Consent Agenda

All matters listed will be enacted by one motion unless a request is made for discussion by any Trustee or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.

   A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held June 21, 2011 3
   B. Consider approval of claims 7

4. Adjourn

CITY COUNCIL MEETING

1. Call to Order
2. Consent Agenda

All matters listed will be enacted by one motion unless a request is made for discussion by any councilmember or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.

   A. Consider approval of minutes of the Special City Council Workshop held on June 21, 2011 19
   B. Consider approval of minutes of the Regular City Council Meeting held on June 21, 2011 25
   C. Consider approval of Claims 31
   D. Consider approval of appointing Sheri Mueller as the City of Guthrie Special City Judge 33
   E. Consider Approval of a Declaration of a Disaster Emergency Proclamation for the Tornado that occurred on May 24, 2011, and is #FEMA-DR-1989 37

3. Consider approval of increasing the contract with Atlas Paving by $25,000 to include repairing the base work on the three areas of Lakewood Drive that were originally scheduled in the Street CIP as the City's portion of work and declaring an emergency because of the hazardous condition of the road 39

Resolution

4. Consider approval of Resolution No. 2011-11 adopting the consolidated Hazard Mitigation Plan, which partners hazard mitigation efforts between the City of Guthrie and Logan County 41
5. City Manager's Report
6. Requests/comments from members of the City Council
7. Consider convening an **Executive Session** pursuant to the Authority of Title 25, O.S. 2001, Sections 307 (B)(3) for the purpose of discussing purchase or appraisal of real property (Old Fire Station and Park Barn).
8. Consideration of action regarding the purchase or appraisal of real property (Old Fire Station and Park Barn).
9. Adjourn.

Agenda posted on the bulletin board in the lobby of City Hall by 5:00 pm on Friday, July 1, 2011. The City of Guthrie encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The city may waive the 48 hours rule if signing is not the necessary accommodation.

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MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

June 21, 2011

The regular meeting of the Guthrie Public Works Authority was posted on Friday, June 17, 2011 before 5:00 p.m. and held June 21, 2011 in the Guthrie City Hall Council Chambers.

Invocation was given by Rev. Don Riepe, Guthrie Christian Church.

Pledge of Allegiance was led by Chairman Chuck Burtcher.

Chairman Chuck Burtcher called the meeting to order at 7:03 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Mary Coffin
	Ellen Gomes	John Wood	Gaylord Z. Thomas
Members Absent:	Patty Hazlewood		
Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Lance Crenshaw	Rene Spineto	Maxine Pruitt
	Jim Ahlgren	Eric Harlow	Damon Devereaux
	Linda Gens	Lee Ivie	Kevin Dixon, Jr.

Chairman Burtcher declared a quorum with six (6) Trustees in attendance.

Public Comments. Kay Wade, Logan County Economic Development Director, informed U.S. Small Business Administration for Disaster Assistance will be in Guthrie to help individuals affected by the May 24, 2011 tornado.

Consent Agenda: Consent Agenda C, Staff requested the consideration of declaring an emergency and waiving the competitive bidding process and allow Oklahoma Municipal Assurance Group and their representatives to negotiate with a contractor of metal buildings on the rebuilding of the Municipal Services facility, the equipment sheds, the repair of the Street Department building and the Animal Shelter, be removed for further legal review. Motion by Trustee Ayers, seconded by Trustee Thomas, moved approval of the Consent Agenda as follows:

A. Consider approval of the minutes from the Regular Guthrie Public Works Authority Meeting held on June 7, 2011.

B. Consider approval of claims:

GPWA Fund:	Claims	$68,460.83
Water Treatment Plant Fund:	Claims	$ 1,758.10

CMOM Fund:	Claims	$ 8,190.50
Utility Deposit Fund:	Claims	$ 96.97
	Total Claims	$78,506.40

D. Consider approval to award RFP No. 2011-03 contract to P & K Energy for the turn-key acquisition, installation and commissioning of a 100MW wind turbine generator to provide electric power to the City of Guthrie, Guthrie Public Works Authority Waste Water Treatment Plant.

E. Consider approval of entering into a Building Tenancy Agreement with CIL Investments LLC for the rental of commercial space at 1923 Ruhl Drive, Guthrie, Oklahoma, for the purpose of housing and operation of the departments of the Guthrie Public Works facility which was heavily damaged by the May 24, 2011 tornado, while the rebuilding of this facility takes place and as approved by the Oklahoma Municipal Assurance Group on June 17, 2011.

Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Chairman Burtcher declared the motion carried unanimously.

Consideration and possible action with respect to approval of Resolution and/or agreement(s) with The Bank of New York Mellon Trust Company, N.A. relative to receipt and disbursement of funds from a Contract Financial Assistance Grant to be received from the Oklahoma Water Resources Board. On March 9, 2011 the Oklahoma Water Resources Board (OWRB) approved the Guthrie Public Works Authority's request for a Contract Financial Assistance (CFA) Grant in the amount of $1,500,000 for repairing and rehabilitation of approximately 33,333 linear feet of sanitary sewer line, associated service connections, manholes and a comminutor station as well as other related and necessary appurtenances (CMOM Project). OWRB has requested an Agreement between the GPWA and the Trustee Bank (The Bank of New York Mellon Trust Co.) which will hold the funds until they are drawdown for the project. The proposed agreement will accomplish OWRB's request and The Bank of New York Mellon has agreed not to charge the GPWA any fees. Motion by Trustee Ayers, seconded by Trustee Wood, moved approval of Resolution and/or agreement(s) with The Bank of New York Mellon Trust Company, N.A. relative to receipt and disbursement of funds from a Contract Financial Assistance Grant to be received from the Oklahoma Water Resources Board. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Chairman Burtcher declared the motion carried unanimously.

Adjournment. Motion by Trustee Thomas, seconded by Trustee Wood, moved approval to adjourn. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Chairman Burtcher declared the motion carried unanimously at 7:11 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Chairman

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CITY OF GUTHRIE OKLAHOMA

GUTHRIE PUBLIC WORKS AUTHORITY

CLAIMS

July 5, 2011

I hereby certify the purchase orders listed have been issued and encumbered against the available balance of the authorized appropriated accounts and that the department head and/or officer in charge of those accounts has certified that the procurements were necessary to the proper conduct of activities; that the merchandise and/or services have been satisfactorily received or utilized; and that the purchase orders are now a true and just debt of the Guthrie Public Works Authority. These purchase orders are therefore presented to you to be presented to the governing body for consideration as claims for payment.

Kim Biggs
Purchasing Agent

Monthly Claims Approved as per Ordinance No. 2973 by General Manager.

Matt Mueller
General Manager

Invoice #	Vendor	Description	Account	Cost
20319 34	WALMART COMMUNITY CARD B	Misc. Supplies	01-01-00-6103	$98.95
2031934....	WALMART COMMUNITY CARD B	Misc. Supplies	01-01-00-6103	$31.82
2031934...	WALMART COMMUNITY CARD B	Misc. Supplies	01-01-00-6103	$27.88
2032853	CREDIT CARD OPERATIONS (20	Misc Supplies for Disaster May 24, 2011	01-01-00-6112	$75.00
2031934...	WALMART COMMUNITY CARD B	Misc. Supplies	01-01-00-6112	$137.76
2032788	WALMART COMMUNITY CARD B	Frames for Council Pay	01-01-00-6114	$21.00
2032794	WALMART COMMUNITY CARD B	Web Cam for 3rd Floor Conference Room	01-01-00-6311	$79.00
		Total		**$471.41**
		Total GENERAL GOVERNMENT		**$471.41**
2032802	CREDIT CARD OPERATIONS (20	Commercial Building Inspection - Doug Weir -	01-05-50-6048	$180.00
		Total COMMUNITY DEVELOPMENT		**$180.00**
		Total PLANNING		**$180.00**
203 2717	WALMART COMMUNITY CARD B	Supplies for 89er's Day	01-07-70-6107	$2.43
2032717.	WALMART COMMUNITY CARD B	Supplies for 89er's Day	01-07-70-6107	$37.10
2032717	WALMART COMMUNITY CARD B	Supplies for 89er's Day	01-07-70-6107	$22.32
2032673	WALMART COMMUNITY CARD B	Misc. Supplies	01-07-70-6311	$100.96
007496	SAM'S CLUB DIRECT COMMERCI	89er's Day Food for Visiting Officers	01-07-70-6342	$303.16
2032607	CREDIT CARD OPERATIONS (20	Lodging M. Bruning, Fire/Arson Investigation	01-07-70-6343	$155.94
2032715	CREDIT CARD OPERATIONS (20	Training D. Devereaux - The Bulletproof Mind	01-07-70-6343	$40.00
2032829	CREDIT CARD OPERATIONS (20	Hotel for Four Points - San Jose 5/16/2011 to	01-07-70-6343	$536.96
		Total POLICE ADMINISTRATION		**$1,198.87**
		Total POLICE		**$1,198.87**
20324 96.	WALMART COMMUNITY CARD B	Misc Items and Supplies	01-09-90-6114	$19.54
203249 6	WALMART COMMUNITY CARD B	Misc Items and Supplies	01-09-90-6114	$145.79
2032496.	WALMART COMMUNITY CARD B	Misc Items and Supplies	01-09-90-6114	$9.97
		Total SUPPRESSION		**$175.30**
2032338.	WALMART COMMUNITY CARD B	Misc. Supplies (EMS)	01-09-92-6104	$53.88
		Total EMS		**$53.88**
2032730	WALMART COMMUNITY CARD B	Blanket Purchase Order	01-09-96-6114	$26.40
		Total PREVENTION		**$26.40**
		Total FIRE		**$255.58**
2032000	WALMART COMMUNITY CARD B	Misc. Supplies	01-12-00-6114	$117.91
2032613	WALMART COMMUNITY CARD B	Lube for Trucks, Oils, Freon, Grease, etc	01-12-00-6118	$111.24
		Total		**$229.15**
		Total STREET		**$229.15**
2032813	WALMART COMMUNITY CARD B	Minor Tools	01-15-11-6102	$232.77
2032748	WALMART COMMUNITY CARD B	Safety Supplies	01-15-11-6110	$62.64
2032687	WALMART COMMUNITY CARD B	Building and Grounds Supplies	01-15-11-6112	$53.88
		Total PARKS		**$349.29**
		Total PARKS & PUBLIC GROUNDS		**$349.29**
		Total GENERAL FUND		**$2,684.30**
MAY 2011.	WASTE CONNECTIONS, INC (210		20-00-00-5466	($250.00)

Invoice #	Vendor	Description	Account	Cost
		Total		**($250.00)**
		Total		**($250.00)**
MAY 2011	WASTE CONNECTIONS, INC (210	Monthly Sanitation Service	20-21-00-6348	$66,210.05
		Total		**$66,210.05**
		Total PUBLIC WORKS GENERAL		**$66,210.05**
2032803	GUTHRIE NEWS LEADER (1578)	Publication Water Quality Report	20-23-00-6334	$868.80
		Total		**$868.80**
		Total WATER PLANT		**$868.80**
CLAYTON E. BA	D.E.Q.(445)	License Renewal for R. Romine, L. Nelson an	20-24-00-6048	$92.00
LARRY D. NELS	D.E.Q.(445)	License Renewal for R. Romine, L. Nelson an	20-24-00-6048	$138.00
RICHARD ROMI	D.E.Q.(445)	License Renewal for R. Romine, L. Nelson an	20-24-00-6048	$138.00
		Total		**$368.00**
		Total WASTE WATER TREATMENT PLANT		**$368.00**
MAY 2011	WASTE CONNECTIONS, INC (210	Convenience Center	20-26-00-6375	$3,527.92
		Total		**$3,527.92**
		Total CONVENIENCE CENTER		**$3,527.92**
CHARLES DOW	D.E.Q.(445)	Temporary DEQ License - Charles Downey	20-27-00-6048	$124.00
CHARLTON HO	D.E.Q.(445)	Renewal of DEQ License for Ralph G. Carlton	20-27-00-6048	$92.00
EDGAR NEWBY	D.E.Q.(445)	Renewal of DEQ License for Ralph G. Carlton	20-27-00-6048	$92.00
EDWARD T. VIC	D.E.Q.(445)	Renew of E. Vick License	20-27-00-6048	$92.00
JUSTIN HURST	D.E.Q.(445)	Renewal of DEQ License for Ralph G. Carlton	20-27-00-6048	$92.00
RALPH GALBRA	D.E.Q.(445)	Renewal of DEQ License for Ralph G. Carlton	20-27-00-6048	$92.00
RICKY WILLIAM	D.E.Q.(445)	Renewal of DEQ License for Ralph G. Carlton	20-27-00-6048	$92.00
ROY LEAPPLE	D.E.Q.(445)	Renewal of DEQ License for Ralph G. Carlton	20-27-00-6048	$92.00
203184 9	WALMART COMMUNITY CARD B	Items used in the Camera Truck	20-27-00-6392	$41.00
		Total		**$809.00**
		Total LINE MAINTENANCE		**$809.00**
		Total GPWA OPERATING FUND		**$71,533.77**
2032774	CREDIT CARD OPERATIONS (20	Membership Renewal - Director	30-30-06-6541	$230.00
2032950	CREDIT CARD OPERATIONS (20	Window Paint	30-30-06-6541	$38.57
2032950	CREDIT CARD OPERATIONS (20	Window Paint	30-30-06-6541	$216.45
203 2109	WALMART COMMUNITY CARD B	Misc Supplies for Guthrie Library	30-30-06-6541	$24.91
203210 9...	WALMART COMMUNITY CARD B	Misc Supplies for Guthrie Library	30-30-06-6541	$100.14
2032109...	WALMART COMMUNITY CARD B	Misc Supplies for Guthrie Library	30-30-06-6541	$43.54
		Total LIBRARY		**$653.61**
		Total GRANTS		**$653.61**
		Total GRANTS FUND		**$653.61**
2032846	CREDIT CARD OPERATIONS (20	Promotional mugs for the Open House/Grand	50-50-00-6114	$1,039.50
		Total		**$1,039.50**
		Total WATER TREATMENT PLANT IMPROVEMENT		**$1,039.50**
		Total WATER TREATMENT PLANT FUND		**$1,039.50**

EARLY PAY

Invoice #	Vendor	Description	Account	Cost
02-022220-005 R	MISCELLANEOUS		71-00-00-5555	$27.61
04-044150-005 R	MISCELLANEOUS		71-00-00-5555	$18.50
06-060370-007 R	MISCELLANEOUS		71-00-00-5555	$75.00
07-072690-002 R	MISCELLANEOUS		71-00-00-5555	$15.00
07-072910-007 R	MISCELLANEOUS		71-00-00-5555	$53.16
09-092700-011 R	MISCELLANEOUS		71-00-00-5555	$14.36
11-112735-008 R	MISCELLANEOUS		71-00-00-5555	$27.13
14-142448-002 R	MISCELLANEOUS		71-00-00-5555	$75.00
14-143565-004 R	MISCELLANEOUS		71-00-00-5555	$11.35
		Total		**$317.11**
		Total		**$317.11**
		Total UTILITY DEPOSIT FUND		**$317.11**
REIMBURSMEN	LEE IVIE 22746	Reimbursement for Mileage Aerospace Expo	98-98-00-6047	$103.53
2032800	CREDIT CARD OPERATIONS (20	Registration for OAA Summit & EXPO	98-98-00-6048	$220.00
		Total		**$323.53**
		Total AIRPORT FUND		**$323.53**
		Total AIRPORT FUND		**$323.53**
		Total All Funds		**$76,551.82**

Invoice #	Vendor	Description	Account	Cost
2990	UNIQUE DESIGNS (21785)	Residential Fireworks Discharge Signs and G	01-01-00-6308	$1,207.00
		Total		**$1,207.00**
		Total GENERAL GOVERNMENT		**$1,207.00**
CNIN092991BMI	BMI SYSTEMS, INC. 664	Maintenance for 3rd Floor Copier JJM01895	01-02-23-6317	$119.80
		Total PURCHASING/ACCOUNTS PAYABLE		**$119.80**
		Total ADMINISTRATION		**$119.80**
CNIN093154BMI	BMI SYSTEMS, INC. 664	Monthly Maintenance for Finance Canon Copi	01-03-30-6317	$164.61
		Total FINANCE		**$164.61**
		Total FINANCE		**$164.61**
CNIN094327BMI	BMI SYSTEMS, INC. 664	Maintenance for Copier in Planning Departme	01-05-50-6317	$30.36
		Total COMMUNITY DEVELOPMENT		**$30.36**
		Total PLANNING		**$30.36**
CNIN03795BMI	BMI SYSTEMS, INC. 664	Monthly Maintenance for Library Copier	01-06-60-6317	$710.24
		Total LIBRARY		**$710.24**
		Total LIBRARY		**$710.24**
CNIN03803BMI	BMI SYSTEMS, INC. 664	Maintenance for Police Department copier (S	01-07-70-6317	$216.73
		Total POLICE ADMINISTRATION		**$216.73**
		Total POLICE		**$216.73**
9796291	RICOH AMERICAS CORPORATIO	Monthly Maintenance for Copier Fire Departm	01-09-90-6317	$115.96
		Total SUPPRESSION		**$115.96**
		Total FIRE		**$115.96**
2032761	THE PIT STOP (22340)	Fuel Card did not work	01-12-00-6118	$2.67
		Total		**$2.67**
		Total STREET		**$2.67**
		Total GENERAL FUND		**$2,567.37**
CONTRACT DAT	C-21, GOODYEAR GREEN - JAN	Building Tenancy Agreement with CIL Invest	20-21-00-6112	$3,500.00
CONTRACT SE	C-21, GOODYEAR GREEN - JAN	Building Tenancy Agreement with CIL Invest	20-21-00-6112	$1,000.00
CNIN094027BMI	BMI SYSTEMS, INC. 664	Monthly Maintenance for GPWA Copier (JJM	20-21-00-6317	$117.04
		Total		**$4,617.04**
		Total PUBLIC WORKS GENERAL		**$4,617.04**
		Total GPWA OPERATING FUND		**$4,617.04**
COG-04-11	WIND ENERGY CONSULTING 2	Contractural Engineering Services - Wind Tur	30-30-02-6589	$4,342.50
		Total ADMINISTRATION		**$4,342.50**
		Total GRANTS		**$4,342.50**
		Total GRANTS FUND		**$4,342.50**
CNIN093071BMI	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	$308.00
CNIN093280BMI	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	$574.39
CNIN093742BMI	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	$574.39
CNIN093794BMI	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	$260.00

EARLY PAY

Invoice #	Vendor	Description	Account	Cost
CNIN093801BMI	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	$308.00
CNIN093802BMI	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	$260.00
CNIN094327BMI	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	$179.00
		Total ADMINISTRATION		**$2,463.78**
		Total FACILITIES		**$2,463.78**
		Total CAPITAL PROJECTS		**$2,463.78**
		Total All Funds		**$13,990.69**

EARLY PAY

Invoice #	Vendor	Description	Account	Cost
5797	CRAWFORD & ASSOCIATES,P.C.	Professional Services Rendered through Jun	01-01-00-6330	$1,522.45
17822	JOHN M ARLEDGE & ASSOC. (21	Auditing Services for Fiscal Year 2010-2011	01-01-00-6330	$3,400.00
		Total		**$4,922.45**
		Total GENERAL GOVERNMENT		**$4,922.45**
3219 Ordinance	GUTHRIE NEWS LEADER (1578)	Legal Notices	01-03-30-6334	$12.80
3220 Ordinance	GUTHRIE NEWS LEADER (1578)	Legal Notices	01-03-30-6334	$12.80
3221 Ordinance	GUTHRIE NEWS LEADER (1578)	Legal Notices	01-03-30-6334	$12.80
3222 Ordinance	GUTHRIE NEWS LEADER (1578)	Legal Notices	01-03-30-6334	$12.80
3223 Ordinance	GUTHRIE NEWS LEADER (1578)	Legal Notices	01-03-30-6334	$12.80
3224 Ordinance	GUTHRIE NEWS LEADER (1578)	Legal Notices	01-03-30-6334	$12.80
		Total FINANCE		**$76.80**
		Total FINANCE		**$76.80**
INV590	PANOPTO 22357	CourseCast Hosted Video June 2011	01-04-45-6381	$49.00
		Total INFORMATION SERVICES		**$49.00**
		Total INFORMATION SERVICES		**$49.00**
2375162	OKLAHOMA HOME CENTERS, IN	Misc Supplies	01-05-50-6114	$13.82
		Total COMMUNITY DEVELOPMENT		**$13.82**
		Total PLANNING		**$13.82**
932177	CENTER POINT LARGE PRINT (2	Large Print Standing Order - General Fiction,	01-06-60-6130	$127.02
1081614736	RANDOM HOUSE, INC (21561)	Standing Order - 2 Adult per Month/2 Ch/J/Y/	01-06-60-6131	$34.00
1081688036	RANDOM HOUSE, INC (21561)	Standing Order - 2 Adult per Month/2 Ch/J/Y/	01-06-60-6131	$27.20
		Total LIBRARY		**$188.22**
		Total LIBRARY		**$188.22**
206488	FORMAN HARLEY DAVIDSON 2	Cycle Gloves	01-07-70-6019	$40.00
10-468	XAMOL TECHNOLOGY SOLUTIO	Repairs to Lt.Belk's Computer	01-07-70-6311	$120.00
8392	AMERICAN MUNICIPAL SERVICE	May Collection Fees	01-07-70-6340	$121.50
		Total POLICE ADMINISTRATION		**$281.50**
162486	SPECIAL-OPS UNIFORMS, INC. (	Replacement Boots for Officer Belk	01-07-71-6019	$124.99
		Total POLICE OPERATIONS		**$124.99**
89747	RON'S MOBILE TIRE 506	Tire Repairs	01-07-72-6316	$12.00
89782	RON'S MOBILE TIRE 506	Tire Repairs	01-07-72-6316	$253.28
89816	RON'S MOBILE TIRE 506	Tire Repairs	01-07-72-6316	$360.91
		Total ANIMAL CONTROL		**$626.19**
2032959	COX COMMUNICATIONS(20698)	Emergency Locate of Suicidal Subject	01-07-77-6335	$80.00
		Total CRIMINAL INVESTIGATIONS		**$80.00**
		Total POLICE		**$1,112.68**
14427	LOGAN COUNTY ASPHALT(1543)	Misc. Patching Sand Gravel	01-12-00-6113	$527.25
14488	LOGAN COUNTY ASPHALT(1543)	Misc. Patching Sand Gravel	01-12-00-6113	$473.10
TI-0235596	NEWMAN SIGNS, INC.(399)	Misc. Sign Orders	01-12-00-6115	$1,224.60
		Total		**$2,224.95**
		Total STREET		**$2,224.95**
F6497	JIM JOHNSON OIL CO. (21480)	Parts and Cleaning Solvent	01-14-00-6104	$90.00

Invoice #	Vendor	Description	Account	Cost
2373717	OKLAHOMA HOME CENTERS, IN	Misc. Hardware, Chains, Hooks, etc.	01-14-00-6114	$93.96
2375271	OKLAHOMA HOME CENTERS, IN	Misc. Hardware, Chains, Hooks, etc.	01-14-00-6114	$12.87
9562462151	GRAINGER, INC.(220)	Motor for Shop Fan - Dayton 6K426	01-14-00-6317	$182.93
9563345215	GRAINGER, INC.(220)	Motor for Shop Fan - Dayton 6K426	01-14-00-6317	$48.88
		Total		**$428.64**
115459	A-1 RADIATOR SERVICE, INC. 2	Radiator Repairs	01-14-41-6116	$125.00
0532358204	AZ COMMERCIAL (1556)	Misc Automotive Parts	01-14-41-6116	$174.39
0532360346	AZ COMMERCIAL (1556)	Misc Automotive Parts	01-14-41-6116	$67.97
0532360347	AZ COMMERCIAL (1556)	Misc Automotive Parts	01-14-41-6116	$7.70
0532360516	AZ COMMERCIAL (1556)		01-14-41-6116	($8.39)
0532360517	AZ COMMERCIAL (1556)		01-14-41-6116	($5.31)
160524	COUNTRY FORD-MERCURY (130	Misc. Ford Parts	01-14-41-6116	$79.95
43616	COUNTRY FORD-MERCURY (130	Misc. Ford Parts	01-14-41-6116	$27.98
43634	COUNTRY FORD-MERCURY (130		01-14-41-6116	($27.98)
43647	COUNTRY FORD-MERCURY (130	Misc. Ford Parts	01-14-41-6116	$105.34
43648	COUNTRY FORD-MERCURY (130	Misc. Ford Parts	01-14-41-6116	$82.42
43652	COUNTRY FORD-MERCURY (130		01-14-41-6116	($105.34)
12287CVR	ESKRIDGE CHEVROLET 22721	Misc Automotive	01-14-41-6116	$27.33
12289CVR	ESKRIDGE CHEVROLET 22721		01-14-41-6116	($27.33)
12290CVR	ESKRIDGE CHEVROLET 22721	Misc Automotive	01-14-41-6116	$25.02
18564	MAKER'S GLASS SHOP(346)	Equipment Glass Repair	01-14-41-6116	$287.80
180994	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$9.57
181000	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$97.33
181073	NAPA AUTO PARTS AND MACHI		01-14-41-6116	($106.90)
182458	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$13.62
182460	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$13.62
182520	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$120.02
182557	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$40.86
182579	NAPA AUTO PARTS AND MACHI		01-14-41-6116	($34.98)
182617	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$6.49
182644	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$4.30
182688	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$1.84
182975	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$3.24
183030	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$6.69
183084	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$139.31
183102	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$27.99
183129	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$48.75
183228	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$9.57
183254	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$14.11
183264	NAPA AUTO PARTS AND MACHI	Misc. Automotive Parts	01-14-41-6116	$32.37
0218-455956	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$35.33
0218-456094	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$27.92
0218-456834	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$3.53
0218-457525	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$118.99
0218-457835	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$25.87
0218-457864	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$20.28
0218-457925	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$14.38
0218-458163	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$8.15
0218-458204	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$14.38
0218-459090	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$22.99

Invoice #	Vendor	Description	Account	Cost
0218-459243	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$22.99
0218-459286	O'REILLY AUTO PARTS (952)	Misc. Automotive Parts	01-14-41-6116	$4.29
2032646	SHINEY BAYS (22581)	Car Wash - Fleet/GPWA	01-14-41-6116	$32.40
AI93326	SOUTHWEST TRAILERS & EQUI	Emergency Vehicle Lighting	01-14-41-6116	$131.30
2032365	STEVE'S MUFFLER(379)	Exhaust Repairs	01-14-41-6116	$100.00
11278	WESTERN MOBILE GLASS & AT	Glass Replacement to Flet Vehicles and Equi	01-14-41-6116	$365.00
11279	WESTERN MOBILE GLASS & AT	Glass Replacement to Flet Vehicles and Equi	01-14-41-6116	$590.00
11280	WESTERN MOBILE GLASS & AT	Glass Replacement to Flet Vehicles and Equi	01-14-41-6116	$195.00
11281	WESTERN MOBILE GLASS & AT	Glass Replacement to Flet Vehicles and Equi	01-14-41-6116	$225.00
11282	WESTERN MOBILE GLASS & AT	Glass Replacement to Fleet Vehicles and Eq	01-14-41-6116	$420.00
11283	WESTERN MOBILE GLASS & AT	Glass Replacement to Flet Vehicles and Equi	01-14-41-6116	$535.00
		Total FLEET MAINTENANCE		**$4,197.15**
		Total FLEET MAINTENANCE		**$4,625.79**
203 2536.	WILLOBY'S WHOLESALE (631)	Ice and Water	01-15-11-6110	$20.97
2032536..	WILLOBY'S WHOLESALE (631)	Ice and Water	01-15-11-6110	$41.96
01-284274-83	CROSSLAND'S RENTAL(134)	Portable Toilet Rental at Guthrie Lake and Lib	01-15-11-6112	$73.00
01-284275-82	CROSSLAND'S RENTAL(134)	Portable Toilet Rental at Guthrie Lake and Lib	01-15-11-6112	$73.00
01-425908-25	CROSSLAND'S RENTAL(134)	Portable Toilet Rental at Guthrie Lake and Lib	01-15-11-6112	$166.00
225429	EASTON SOD FARMS, INC. (204	Sod for Fresh Graves	01-15-11-6112	$230.00
94755	EASTON SOD FARMS, INC. (204	Sod for Fresh Graves	01-15-11-6112	$135.00
2371861	OKLAHOMA HOME CENTERS, IN	Building Supplies	01-15-11-6112	$25.11
2372895	OKLAHOMA HOME CENTERS, IN	Building Supplies	01-15-11-6112	$16.14
S1199249.002	DAVIS PIPE & SUPPLY (22744)	Control Panel for Sprinker (Harrison and Divis	01-15-11-6112	$165.56
181161	NAPA AUTO PARTS AND MACHI	Vehicle Pars	01-15-11-6316	$49.59
182013	NAPA AUTO PARTS AND MACHI	Vehicle Parts	01-15-11-6316	$95.00
183878	NAPA AUTO PARTS AND MACHI	Vehicle Pars	01-15-11-6316	$47.12
ED3117	CENTRAL NEW HOLLAND(93)	Belts, Blades, Filters and Parts for Bad Boy M	01-15-11-6317	$271.75
203 2905	CHILDS WELDING 1760	Welding Repair to Tent Frames and 90 Derge	01-15-11-6317	$480.00
2032905	CHILDS WELDING 1760	Welding Repair to Tent Frames and 90 Derge	01-15-11-6317	$180.00
0218-459054	O'REILLY AUTO PARTS (952)	Parts for Mower and Power Equipment	01-15-11-6317	$2.99
269075	P& K IMPLEMENT CO. (1491) (KI	Blades, Motor Mounts for F1145 Mower	01-15-11-6317	$11.07
269111	P& K IMPLEMENT CO. (1491) (KI	Blades, Motor Mounts for F1145 Mower	01-15-11-6317	$315.12
		Total PARKS		**$2,399.38**
		Total PARKS & PUBLIC GROUNDS		**$2,399.38**
		Total GENERAL FUND		**$15,613.09**
4272	ADVANCED PRINTINT & MARKET	Municipal Services Building Plans	20-21-00-6114	$111.56
182355	MCLAIN-CHITWOOD PRODUCTS,	Bulletin Bar for Maxine's Office	20-21-00-6114	$16.49
14241233	HASLER INC. (280)	Quarterly Rental on Postage Meter	20-21-00-6309	$175.50
2031486J	USPS - UNITED STATES POSTAL	Postage Meter	20-21-00-6309	$1,000.00
2031506J	USPS - UNITED STATES POSTAL	Post Meter	20-21-00-6309	$2,000.00
2012005	MYERS ENGINEERING CORPOR	Physical Inspection of Municipal Services Buil	20-21-00-6373	$1,850.00
		Total		**$5,153.55**
		Total PUBLIC WORKS GENERAL		**$5,153.55**
91873	SOUTHWEST CHEMICAL (20977)	Blanket (Chlorine Gas)	20-23-00-6104	$298.50
SU13960	ACCURATE ENVIRONMENTAL, L	Blanket (Lab Supplies)	20-23-00-6109	$160.84
9556795657	GRAINGER, INC.(220)	Blanket (Lab Supplies)	20-23-00-6109	$205.20
409858	UTILITY SUPPLY OF AMERICA (	Blanket for Water Treatment Plant	20-23-00-6317	$273.64

Invoice #	Vendor	Description	Account	Cost
1761	AMERICAN BUSINESS FINANCE	Repairs to West Booster Emergency Generat	20-23-00-6335	$690.70
		Total		**$1,628.88**
		Total WATER PLANT		**$1,628.88**
1F02029	ACCURATE ENVIRONMENTAL, L	Testing Blanket	20-24-00-6109	$200.00
2374284	OKLAHOMA HOME CENTERS, IN	Misc. Supplies	20-24-00-6312	$3.29
2374382	OKLAHOMA HOME CENTERS, IN	Misc. Supplies	20-24-00-6312	$4.29
2374620	OKLAHOMA HOME CENTERS, IN	Misc. Supplies	20-24-00-6312	$40.76
149040	EVANS ENTERPRISES, INC. (64	Estimate for Repair on Chlorine Injector Pum	20-24-00-6357	$791.17
		Total		**$1,039.51**
		Total WASTE WATER TREATMENT PLANT		**$1,039.51**
0300094-IN	OKLAHOMA CONTRACTORS (2	Contractors Supplies	20-27-00-6102	$238.00
2367638	OKLAHOMA HOME CENTERS, IN	Safety Glasses	20-27-00-6110	$13.99
2373822	OKLAHOMA HOME CENTERS, IN	Safety Glasses	20-27-00-6110	$217.77
2374647	OKLAHOMA HOME CENTERS, IN	Safety Glasses	20-27-00-6110	$19.95
2374730	OKLAHOMA HOME CENTERS, IN	Safety Glasses	20-27-00-6110	$9.77
17677	JERRY'S WRECKER SERVICE (5	Move Storage Units for Fire Department to M	20-27-00-6114	$300.00
1620	CJ & SON MACHINE SHOP (2084	Mill Fittings to Fit Odd Ball Size Pipe	20-27-00-6119	$675.00
0300230-IN	OKLAHOMA CONTRACTORS (2	Contractors Supplies	20-27-00-6119	$696.00
230009	EASTON SOD FARMS, INC. (204	Sod for Yard Repairs	20-27-00-6313	$95.00
183565	NAPA AUTO PARTS AND MACHI	Parts as needed - storm damage	20-27-00-6317	$399.85
183968	NAPA AUTO PARTS AND MACHI	Parts as needed - storm damage	20-27-00-6317	$79.96
183972	NAPA AUTO PARTS AND MACHI	Parts as needed - storm damage	20-27-00-6317	$6.49
183988	NAPA AUTO PARTS AND MACHI	Parts as needed - storm damage	20-27-00-6317	$27.49
184027	NAPA AUTO PARTS AND MACHI		20-27-00-6317	($54.80)
269361	P& K IMPLEMENT CO. (1491) (KI	Filters for John Deere Tractor	20-27-00-6317	$378.30
89679	RON'S MOBILE TIRE 506	For tire repairs as needed	20-27-00-6317	$37.50
89704	RON'S MOBILE TIRE 506	For tire repairs as needed	20-27-00-6317	$10.00
89720	RON'S MOBILE TIRE 506	For tire repairs as needed	20-27-00-6317	$20.00
89780	RON'S MOBILE TIRE 506	For tire repairs as needed	20-27-00-6317	$30.00
000211	GHM ENTERPRISES (1097)	Laundry Service Line Maintenance	20-27-00-6346	$15.00
000317	GHM ENTERPRISES (1097)	Laundry Service Line Maintenance	20-27-00-6346	$5.46
000318	GHM ENTERPRISES (1097)	Laundry Service Line Maintenance	20-27-00-6346	$8.40
000321	GHM ENTERPRISES (1097)	Laundry Service Line Maintenance	20-27-00-6346	$16.20
000322	GHM ENTERPRISES (1097)	Laundry Service Line Maintenance	20-27-00-6346	$8.40
		Total		**$3,253.73**
		Total LINE MAINTENANCE		**$3,253.73**
203 2922	BACKYARD POOLS (22644)	Pool Chemicals	20-29-00-6104	$174.81
2032922	BACKYARD POOLS (22644)	Pool Chemicals	20-29-00-6104	$874.05
960040718	HARCROS CHEMICAL, INC.(999)	Municipal Pool Chemicals	20-29-00-6104	$1,014.16
2294	LEISURE TIME POOLS & SPAS 2	Pool Chemicals	20-29-00-6104	$599.98
0001913	HURLEY PLUMBING 267	Bath House Repairs	20-29-00-6112	$159.70
2287	LEISURE TIME POOLS & SPAS 2	Test Kits, Pool rope, Rope Floats and Brushe	20-29-00-6112	$571.97
2032986	Y.M.C.A. OF GREATER OKLAHO	Pool Operations - Summer 2011	20-29-00-6320	$5,000.00
		Total		**$8,394.67**
		Total MUNICIPAL POOL		**$8,394.67**
		Total GPWA OPERATING FUND		**$19,470.34**

Invoice #	Vendor	Description	Account	Cost
2032847	MOUNTAIN PLAINS LIBRARY AS	Membership Fees	30-30-06-6541	$55.00
2032969	RICKS FINE CHOCOLATES & CO	Program Refreshments	30-30-06-6541	$18.57
713036	SMART TECHNOLOGIES (21652)	Trend Anti-Virus Renewal, Firewall, UPS	30-30-06-6541	$1,734.67
207741	UNIQUE MANAGEMENT SERVIC	Misc. Supplies and Services	30-30-06-6541	$19.90
		Total LIBRARY		**$1,828.14**
		Total GRANTS		**$1,828.14**
		Total GRANTS FUND		**$1,828.14**
APPLICATION 2	HCCCo, LLC. 22368	Guthrie Water Treatment Plant - Section A 20	50-50-00-6373	$101,338.07
2011976	MYERS ENGINEERING CORPOR	Inspection Services - Water Treatment Facilit	50-50-00-6373	$10,500.00
		Total		**$111,838.07**
		Total WATER TREATMENT PLANT IMPROVEMENT		**$111,838.07**
		Total WATER TREATMENT PLANT FUND		**$111,838.07**
74824330	DELL FINANCIAL (21623)	Monthly Lease Payment for Admin/Payroll 81	54-54-04-6706	$82.99
2116907	SUSQUEHANNA COMM. FINANC	Lease BroadCastPix	54-54-04-6706	$523.38
		Total INFORMATION SERVICES		**$606.37**
		Total FACILITIES		**$606.37**
		Total CAPITAL PROJECTS		**$606.37**
APPLICATION 4	JORDAN CONTRACTORS INC. 2	SANTITARY SEWER SYSTEM IMPROVEME	55-55-00-6547	$181,458.80
		Total		**$181,458.80**
		Total INFRASTRUCTURE		**$181,458.80**
		Total CMOM Fee		**$181,458.80**
2374409	OKLAHOMA HOME CENTERS, IN	Misc. Supplies	98-98-00-6102	$34.28
266022	P&K EQUIPMENT, INC. (273) ED	21 X 7-12 Tire	98-98-00-6316	$262.60
89748	RON'S MOBILE TIRE 506	21 X 7-12 Inner Tube	98-98-00-6316	$24.00
12155	HOMETOWN RENTAL & FEED(16	Poulan Chain Saw Chain, Carburetor and Lab	98-98-00-6317	$65.90
		Total		**$386.78**
		Total AIRPORT FUND		**$386.78**
		Total AIRPORT FUND		**$386.78**
		Total All Funds		**$331,201.59**

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MINUTES

CITY COUNCIL MEETING

Council Workshop

June 21, 2011

The special meeting of the sixty-first City Council of Guthrie, Oklahoma, was posted on Friday, June 17, 2011 before 5:00 p.m. and held June 21, 2011 in the Guthrie City Hall Third Floor Conference Room.

Mayor Chuck Burtcher called the meeting to order at 6:00 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Gaylord Z. Thomas
	John Wood	Ellen Gomes	
Members Absent:	Patty Hazlewood	Mary Coffin	
Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Lance Crenshaw	Maxine Pruitt	Damon Devereaux
	Rene Spineto	Lee Ivie	Eric Harlow

Mayor Burtcher declared a quorum with five (5) Councilmembers in attendance.

Presentation of FY 2010 Audit. Mr. Josh Elder, Arledge & Associates, presented the FY 2010 Audit to the City Council. He explained he has audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Guthrie. The audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. He conducted the audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. At September 30, 2010 the City reported a fund balance deficit in the Airport Fund due to the modified accrual basis of accounting; the deficit was caused by the deferral of available grant revenue to fund the deficit.

Questions and discussion regarding agenda items:

Staff requested the consideration of declaring an emergency and waiving the competitive bidding process and allow Oklahoma Municipal Assurance Group and their representatives to negotiate with a contractor of metal buildings on the rebuilding of the Municipal Services

facility, the equipment sheds, the repair of the Street Department building and the Animal Shelter, be removed for further legal review.

Award RFP No. 2011-03, Installing a Wind Turbine. The proposed item is to consider approval to award contract to P & K Energy for the turn-key acquisition, installation and commissioning of a 100MW wind turbine generator to provide electric power to the City of Guthrie/Guthrie Public Works Authority Waste Water Treatment Plant. On April 5, 2011 the City authorized staff to proceed bidding RFP# 2011 – 3 with the purpose of installing a wind turbine to provide electric power to the Waste Water Treatment Plant. Three proposals were received from the six contractors that attended the April 20, 2011 pre-bid site visit. All three were evaluated by our engineering firm WECC. P & K Energy was recommended in the amount of $569,700 to be funded by the Oklahoma Department of Commerce.

Building Tenancy Agreement. The Damage Assessment Project Manager with Young & Associates hired by the Oklahoma Municipal Assurance Group, informed staff on Thursday, June 16, 2011, that we must get our people into a temporary place for operations because the hazards are too great in the damaged shop area of the Municipal Services Building. Staff had considered several different places but none seemed to suit the need. The Ruhl Building located at 1923 Ruhl Drive was mentioned and thanks to Kay Wade, staff was put in touch with Jan Goodyear who indicated the building was available for lease and he immediately allow staff to tour the structure. The building has 15,000 square feet with 20 feet ceilings and two large overhead doors that would accommodate our large equipment for Fleet Maintenance to perform their work and enough space in other areas that will take care of the Line Maintenance Department and their needs. There is office space and a phone system we could use. Jan Goodyear said the owner would be willing to lease the building for a six month period with a month-to-month extension after that, if it was needed. The cost would be $3,500 per month plus utilities with $1,000 due upon signing the contract.

Trustee Bank for Contract Financial Assistance Grant. In regards to the Guthrie Public Works Authority being awarded $1,500,000 in a Contract Financial Assistance (CFA) Grant from the Oklahoma Water Resources Board (OWRB) for the sanitary sewer project, the funds must be disbursed by the OWRB by June 30th. In order to properly get the funds to Guthrie, the OWRB has requested an agreement between the Guthrie Public Works Authority (GPWA) and the Trustee Bank, Bank of New York Mellon Trust Company, N.A., which will hold the funds on behalf of the GPWA until they are disbursed for the project. The Bank of New York Mellon Trust Company, N. A. will not charge any fees for the service.

Declaring & Donation of Surplus Property. In 2009, Guthrie Fire Department was awarded an Assistance to Firefighters Grant from the federal government to fund the replacement of all the department's Self Contained Breathing Apparatus (SCBA). The retired equipment is in no way compatible with the new equipment and is serving no purpose to our department. The Fire Department also has two (2) retired fiberglass water tanks and one (1) old fire pump from old brush pumper units that are out of service and not repairable. So staff is requesting to surplus the following items:

- 15 Self Contained Breathing Apparatus (SCBA)
- 28 SCBA cylinders
- 21 SCBA face pieces
- 1 breathing air compressor/cascade cylinders
- 2 fiberglass water tanks
- 18hp fire pump

We propose to donate the retired SCBA and accompanying equipment to the Coyle Fire Department. Coyle is a frequent mutual aid partner to the Guthrie Fire Department and this equipment has the likelihood of being used in Guthrie during a large emergency incident. The donation of this equipment will also allow Coyle to fully equip the fire engine that Guthrie Fire Department donated to them in 2009.

Federal Assistance to Firefighters Grant. The proposed item is to consider approval to submit application for a Federal Assistance to Firefighters Grant for a Fire Tanker Apparatus. The grant application will be to replace current Tanker #8 with a 2500 gallon tanker with a 500 gallon-per-minute pump. Project cost is estimated at $250,000 with a 5% City of Guthrie match of $12,500 using funds currently held from the sale of former Engine #7 to Coyle Fire Department. This would replace a 1990 model vehicle that is experiencing many mechanical problems, putting a strain on the vehicle maintenance budget and providing a very unreliable vehicle. It will also provide more water carrying capability for both in-city and rural fire situations, with the potential to lower insurance rates for our citizens.

Notice to Proceed. The proposed item is to consider approval of issuing a Notice To Proceed to Garver Engineers for the design and bidding phases of the PAPI (Precision Approach Path Indicators) project. Projects that are to be designed and constructed in the same fiscal year need to have the design and bid process completed prior to applying for a grant and contract with the FAA (Federal Aviation Administration). This means that the sponsor (City of Guthrie) will need to cover the surveying, engineering, legal, environmental, and advertising expenses associated with this project to determine what the actual construction costs will be before a grant can be issued by the FAA. Once the construction phase of this project begins, all but the sponsor's portion of costs for the previously mentioned services will be reimbursed to the City of Guthrie.

Sale of Water. The proposed item is to consider authorizing sale of water to Marilyn Emery for the development of her property located south of Roosevelt and east of Pine Street. Marilyn Emery owns 18.4 acres located at 1400 South Pine Street. The subject property is bordered by Pine Street on the west, Birch on the east and Edmunds on the north. Ms. Emery's plans are to develop the property into a residential subdivision with a minimum of fifteen (15) homes. Before proceeding with development plans, Ms. Emery seeks the ability either to develop individually or with a future partner, and have the assurance that she could purchase City of Guthrie's water and have the development hooked to City's sanitary sewer system. Part of Ms. Emery's parcel to be sold lies inside of the City of Guthrie city limits and the other portion is located in the county area. Ms. Emery or her tenant has been a City of Guthrie water customer at that location since the early 1970's.

Appointments to the Guthrie Library Board. The Guthrie Library Board has two vacancies. Ordinance No. 2678 requires the Guthrie Library Board to consist of five (5) citizens of the City of Guthrie who reside within the corporate limits. All members are appointed by the Mayor and approved by City Council. Mayor Burtcher is recommending Linda Craddock and Mary Beth Craven to serve on the Guthrie Library Board for terms to expire May 2014.

Highland Hall Facility. The proposed agreement is a renewal with Sodexo Operations, LLC for use of Highland Hall facility for the Logan County Aging Services. The only change to the agreement is the commencement and ending dates (July 1, 2011 through June 30, 2012). Logan County Aging Services prepares meals (lunch) for the elderly 260 days per year with the use of Highland Hall and the Annex which is used for the purpose of office space related to the management of the Nutrition Program. On November 17, 2009 City Council amended the Lease Agreement to reduce the monthly rental rate for use of the Annex from $400 to $1 through the Lease period (June 30, 2010) or until funding is restored. Marlene Snow, Project Director, informed last fiscal year the State reduced their funding by 30% and has been informed by the State there will be a reduction in funding this upcoming fiscal year, but has not been notified as to the percentage. When Logan County Aging Services is not using Highland Hall, the City has the ability to rent the facility.

City-County Civil Defense Agreement. The proposed agreement is entering into a Mutual Aid Agreement with the Logan County Commissioners to provide emergency management aid and assistance in cases of disaster too great to be dealt with unassisted. The proposed agreement is the same as Fiscal Year 2011 with the exception of changing Exhibit A to reflect the equipment being awarded to the City of Guthrie through an Oklahoma Department of Public Safety Grant.

Tree Grant and Landscaping Agreement. Staff is requesting permission to apply for the Oklahoma Department of Transportation (ODOT) Tree Grant. The Grant requires a grant application and an ODOT Agreement with Municipality for Landscaping for permission to construct landscaping on the highway right-of-way. The application would be for a grant to fund the purchase and planting of trees near the south Guthrie entrance along a portion of South Division. To comply with ODOT requirements the trees must not interfere with existing utility lines, nor can the plantings impair the visibility of drivers. The exact location and setbacks have been stipulated by ODOT. Our proposal will include a combination of eighty (80) Crepe Myrtle, Arizona Cypress, Amur Maple trees, mulch, and gator bags, which will be used to provide water to the trees. The proposed grant is a 75/25 match. Fortunately, the City can use in-kind services for its portion of the match, therefore, staff time will be used for the City's portion and the City may not incur any additional expense. (The value of the City match, in labor and administrative costs, could be in excess of the 25% match, which is $7,500. This grant will be a part of the budget submission for the 2011-2012 fiscal years.)

2011 Mayor's Council Retreat. Mayor Burtcher has been invited to attend the Mayor's Council Retreat scheduled for June 24-25, 2011 in Broken Arrow, Oklahoma. The registration fee is $80 and hotel rate is $184. The balance in the Council Training account is $440. The Mayor's retreat offers educational sessions with information on resolving

challenges each participant faces in their community. The retreat provides time to participate in roundtable discussions and to learn about the Mayor's Council on Economic Development, a program designed to bring retailers and businesses to municipalities.

CMAO Summer Conference. City Manager Mueller is requesting approval to attend the City Management Association of Oklahoma (CMAO) Summer Conference held July 13-15, 2011 in Lone Wolf, Oklahoma. This conference was budgeted in the amount of $290.

Special Use Permit – Lorenzo Hathorne. Mr. Hathorne submitted a request for a Special Use Permit for his property located at East Guthrie, Block 88, Lots 13-16, which is the northeast corner of Ash and Lincoln Streets. This special use permit is to construct two multi-family homes (duplex units) in an R-1 (single family dwellings) zoned area. Letters were mailed to 40 neighbors in the surrounding neighborhood regarding the request and a notice was placed in the Guthrie News Leader on May 14, 2011. There were no letters of comment received. The Planning Commission heard the request on June 9, 2011 and unanimously approved the request. The Planning Commission recommends the City Council approve the request to issue a Special Use Permit to the applicant.

Special Use Permit – Kevin Dixon, Jr. Kevin Dixon, Jr. submitted a request for a Special Use Permit for his property located at West College Avenue, which is in an R-1 Zoning District, (Single Family Home). The applicant requests permission to place a manufactured home on his property. His previous home was destroyed in the May 24, 2011 tornado. The area is sparsely populated and in a rural setting. There are other homes located nearby and across the street (which is outside of Guthrie City limits) that are manufactured homes. The Zoning Ordinance allows placement of manufactured home in an R-1 Zone only when a Special Use Permit has been issued. Letters were taken to three neighbors in the surrounding area regarding the request and each of the three neighbors signed affidavits of agreement stating they had no objection to the placement of a manufactured home in the area. The Planning Commission heard the request on June 9, 2011 and held a discussion regarding the application. The Planning Commission recommends approval with the following condition:

1. Applicant must install brick-style skirting all around the manufactured home within one year from the placement date of the home at the site.

The Planning Commission recommends the City Council approve the request to issue a Special Use Permit to the applicant, with the above listed condition.

Resolution No. 2011-10. The proposed Resolution is establishing and will enable collection of the locally authorized service fee on landline telephone bills to pay for E9-1-1 service. Local governments must approve a resolution on an annual basis setting the actual fee and through 9-1-1 ACOG notifying the appropriate telephone company by September 1, 2011. ACOG has determined that 3% will be needed to pay for the overall system cost during the calendar year 2012, which is the same percentage the City has received the last several years.

Request for future items of discussion. None.

Adjournment. There being no further business for the Guthrie City Council, Mayor Burtcher declared the meeting adjourned at 6:50 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

MINUTES

CITY COUNCIL MEETING

June 21, 2011

The regular meeting of the sixty-first City Council of Guthrie, Oklahoma was posted on Friday, June 17, 2011 before 5:00 p.m. and held June 21, 2011 in the Guthrie City Hall Council Chambers.

Mayor Chuck Burtcher called the meeting to order at 7:12 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Mary Coffin
	Ellen Gomes	John Wood	Gaylord Z. Thomas
Members Absent:	Patty Hazlewood		
Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Lance Crenshaw	Rene Spineto	Maxine Pruitt
	Jim Ahlgren	Eric Harlow	Damon Devereaux
	Lee Ivie	Linda Gens	Kevin Dixon, Jr.

Mayor Burtcher declared a quorum with six (6) Councilmembers in attendance.

Consent Agenda: Consent Agenda I, Consider approval of authorizing sale of water to Marilyn Emery for the development of her property located south of Roosevelt and east of Pine Street, was removed for further discussion and Consent Agenda Q, Staff requested the consideration of declaring an emergency and waiving the competitive bidding process and allow Oklahoma Municipal Assurance Group and their representatives to negotiate with a contractor of metal buildings on the rebuilding of the Municipal Services facility, the equipment sheds, the repair of the Street Department building and the Animal Shelter, be removed for further legal review. Motion by Councilmember Wood, seconded by Councilmember Thomas, moved approval of the Consent Agenda as follows:

A. Consider approval of the minutes from the Special City Council Workshop Meeting held on June 7, 2011.

B. Consider approval of the minutes from the Regular City Council Meeting held on June 7, 2011.

C. Consider approval of Claims:

General Fund:	Claims	$72,093.35
Grants Fund:	Claims	$ 605.95
Capital Projects Fund:	Claims	$ 815.12
Airport Fund:	Claims	$ 2,333.35
	Total Claims:	$75,847.77

D. Consider approval of Treasurer Reports.

E. Consider approval to declare multiple items as surplus equipment including: 15 Self Contained Breathing Apparatus (SCBA), 28 SCBA cylinders, 21 SCBA face pieces, 1 breathing air compressor/cascade cylinders, 2 fiberglass water tanks and 18 hp fire pump.

F. Consider approval to donate surplus Self Contained Breathing Apparatus (SCBA), SCBA cylinders and breathing air compressor to the Coyle Fire Department.

G. Consider approval to submit application for a Federal Assistance to Firefighters Grant for a Fire Tanker Apparatus.

H. Consider approval of issuing a Notice to Proceed to Garver Engineers for the design and bidding phases of the PAPI (Precision Approach Path Indicators) Project.

J. Consider approval of the Mayor's appointment of Linda Craddock and Mary Beth Craven to the Guthrie Library Board to serve a term of three years (expires May 2014).

K. Consider approval of the Declaration of a Disaster Emergency Proclamation for the severe snow storm that occurred from January 21, 2011 through February 5, 2011 as required by Federal Emergency Management Administration (FEMA).

L. Consider approval of the Lease Agreement between the City of Guthrie and Sodexo Operations, LLC for use of Highland Hall facility for the Logan County Aging Services.

M. Consider approval of City-County Civil Defense Agreement between City of Guthrie and Logan County Board of Commissioners.

N. Consider approval of the 2011 Oklahoma Department of Transportation (ODOT) Tree Grant application and agreement for landscaping.

O. Consider approval of Mayor Chuck Burther's request to attend the 2011 Mayor's Council Retreat on June 23-25, 2011 and to pay the registration/hotel fee in the amount of $264.

P. Consider approval of City Manager Matt Mueller's request to attend the City Management Association of Oklahoma (CMAO) Summer Conference.

R. Consider approval to award RFP No. 2011-03 contract to P & K Energy for the turn-key acquisition, installation and commissioning of a 100MW wind turbine generator to provide electric power to the City of Guthrie, Guthrie Public Works Authority Waste Water Treatment Plant.

Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Mayor Burtcher temporarily left the Council Chambers.

Consent Agenda I. Consider approval of authorizing sale of water to Marilyn Emery for the development of her property located south of Roosevelt and east of Pine Street. Marilyn Emery owns 18.4 acres located at 1400 South Pine Street. The subject property is bordered by Pine Street on the west, Birch on the east and Edmunds on the north. Ms. Emery's plans are to develop the property into a residential subdivision with a minimum of fifteen (15) homes. Before proceeding with development plans, Ms. Emery seeks the ability either to develop individually or with a future partner, and have the assurance that she could purchase City of Guthrie's water and have the development connected to City's sanitary sewer system. Part of Ms. Emery's parcel to be sold lies inside of the City of Guthrie city limits and the other portion is located in the county area. Ms. Emery or her tenant has been a City of Guthrie water customer at that location since the early 1970's. Ms. Emery and her broker have contacted Rural Water for their service. Motion by Vice Mayor Ayers, seconded by Councilmember Wood, moved approval of selling water to the applicant contingent on receiving a written statement from the applicant stating that Logan County Rural Water District No. 1 cannot make water available for two years, that all revenue from the sale of water or sanitary sewer to the development be escrowed until resolution of dispute with Logan County Rural Water District No. 1 and allow connection to sanitary sewer service contingent upon staff's approval of capacity to handle the proposed future development. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Vice Mayor Ayers declared the motion carried unanimously.

Mayor Burtcher returned to the Council Chambers.

Public hearing and consider approval to issue Special Use Permit requested by Lorenzo Hathorne to construct two duplex units in an R-I (Residential – Single Family) Zoned area. Mr. Hathorne submitted a request for a Special Use Permit for his property located at East Guthrie, Block 88, Lots 13-16, which is the northeast corner of Ash and Lincoln Streets. This special use permit is to construct two multi-family homes (duplex units) in an R-1 (single family dwellings) zoned area. Letters were mailed to 40 neighbors in the surrounding neighborhood regarding the request and a notice was placed in the Guthrie News Leader on May 14, 2011. There were no letters of comment received. The Planning Commission heard the request on June 9, 2011 and unanimously approved the request. The Planning Commission recommends the City Council approve the request to issue a Special Use Permit to the applicant. A public hearing was held for the purpose of soliciting public comment(s) regarding the issuance of a Special Use Permit to construct two duplex units in an R-1 Zone.

There was no public comment. Motion by Councilmember Gomes, seconded by Vice Mayor Ayers, moved approval to issue a Special Use Permit to Lorenzo Hathorne to construct two duplex units in an R-1 Zone area located at East Guthrie, Block 88, Lots 13-16, which is the northeast corner of Ash and Lincoln Streets. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Public hearing and consider approval to issue a Special Use Permit requested by Kevin Dixon, Jr. to place a manufactured home in an R-1 Residential Zone, located at 2403 West College Avenue. Kevin Dixon, Jr. submitted a request for a Special Use Permit for his property located at West College Avenue, which is in an R-1 Zoning District, (Single Family Home). The applicant requests permission to place a manufactured home on his property. His previous home was destroyed in the May 24, 2011 tornado. The area is sparsely populated and in a rural setting. There are other homes located nearby and across the street (which is outside of Guthrie City limits) that are manufactured homes. The Zoning Ordinance allows placement of manufactured home in an R-1 Zone only when a Special Use Permit has been issued. Letters were taken to three neighbors in the surrounding area regarding the request and each of the three neighbors signed affidavits of agreement stating they had no objection to the placement of a manufactured home in the area. The Planning Commission heard the request on June 9, 2011 and held a discussion regarding the application. The Planning Commission recommends approval with the following condition:

1. Applicant must install brick-style skirting all around the manufactured home within one year from the placement date of the home at the site.

The Planning Commission recommends the City Council approve the request to issue a Special Use Permit to the applicant, with the above listed condition. A public hearing was held for the purpose of soliciting public comment(s) regarding the issuance of a Special Use Permit to place a manufactured home in an R-1 Residential Zone, located at 2403 West College Avenue. There was no public comment. Motion by Vice Mayor Ayers, seconded by Councilmember Thomas, moved approval to issue a Special Use Permit requested by Kevin Dixon, Jr. to place a manufactured home in an R-1 Residential Zone, located at 2403 West College Avenue with the condition the applicant must install brick-style skirting all around the manufactured home within one year from the placement date of the home at the site. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Consider approval of Resolution No. 2011-10 establishing the Nine-One-One Emergency Telephone Fee for calendar year 2012. The proposed Resolution is establishing and will enable collection of the locally authorized service fee on landline

telephone bills to pay for E9-1-1 service. Local governments must approve a resolution on an annual basis setting the actual fee and through 9-1-1 ACOG notifying the appropriate telephone companies by September 1, 2011. ACOG has determined that 3% will be needed to pay for the overall system cost during the calendar year 2012, which is the same percentage the City has received the last several years. Motion by Councilmember Wood, seconded by Councilmember Coffin, moved approval of Resolution No. 2011-10 establishing the Nine-One-One Emergency Telephone Fee for calendar year 2012. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Mayor Burtcher declared the motion carried unanimously.

City Manager's Report. Updated the City Council and the community on the dilapidated structure progress, praised the Municipal Services employees and expressed a "Thank You" to the community for being patient with us on accomplishing projects.

Requests/comments from members of the City Council. Councilmember Gomes expressed a "Thank You" to the individuals checking on her after the recent tornado which was only two blocks from her home.

Vice Mayor Ayers stated he will not be at the July 5, 2011 meetings and wished everyone a happy and safe Fourth of July.

Councilmember Coffin informed the City Council and the community on the events happening in Guthrie and stated the golf tournament was a success.

Councilmember Wood expressed a "Thank You" to the City Manager and staff on moving forward on the dilapidated structures and to Municipal Services employees for their hard work and encouraged the community to attend the Rubber Duck Event.

Mayor Burtcher expressed a "Thank You" to Municipal Services employees for being so dedicated and informed this is a great community.

Executive Session. Motion by Vice Mayor Ayers, seconded by Councilmember Thomas, moved approval to convene into Executive Session pursuant to the authority of Title 25 O.S. 2001, Sections:

1. 307(B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigations or claims.

2. 307(B)(3) for the purpose of discussing purchase or appraisal of real property (old fire station and park barn).

Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood

Nay: None

Mayor Burtcher declared the motion carried unanimously at 7:35 p.m. Attending Executive Session was Mayor Burtcher, Vice Mayor Ayers, Councilmembers Coffin, Thomas, Wood and Gomes, City Manager Mueller and City Attorney Shadid.

Reconvene. Mayor Burtcher reconvened the Guthrie City Council Meeting at 8:03 p.m. and stated no action was taken in Executive Session.

Consideration of action regarding the purchase or appraisal of real property (old fire station and park barn). Motion by Councilmember Thomas, seconded by Councilmember Coffin, moved approval to continue negotiations for extension agreement to be executed by 5:00 p.m. on or before June 28, 2011 or proceed with legal action thereafter. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Adjournment. Motion by Vice Mayor Ayers, seconded by Councilmember Coffin, moved approval to adjourn. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Coffin, Gomes, Thomas, Wood
Nay: None

Mayor Burtcher declared the motion carried unanimously at 8:26 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

CITY OF GUTHRIE

CLAIMS

July 5, 2011

I hereby certify the purchase orders listed have been issued and encumbered against the available balance of the authorized appropriated accounts and that the department head and/or officer in charge of those accounts has certified that the procurements were necessary to the proper conduct of activities; that the merchandise and/or services have been satisfactorily received or utilized; and that the purchase orders are now a true and just debt of the city of Guthrie. These purchase orders are therefore presented to you to be presented to the governing body for consideration as claims for payment.

Kim Biggs
Purchasing Agent

Monthly Claims Approved as per Ordinance No. 2973 by City Manager.

Matt Mueller
City Manager

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	July 5, 2011	Wanda Calvert
____ GPWA		City Clerk/Treasurer
____ Other: _____		

Agenda Item
Consider approval of appointing Sheri Mueller as the City of Guthrie Special City Judge.

Summary

The Guthrie City Charter Article 2, Section 2-15 states that at such times as a vacancy occurs, the City Council shall appoint by affirmative vote of at least four (4) Councilmembers a City Judge and/or an alternate City Judge; in the same manner the City Council may at their discretion appoint additional City Judges as necessary, but one of the City Judges so appointed shall be designated as the presiding City Judge. The City has a presiding judge and an alternate judge but in certain situations, there are instances where both the Presiding Judge and Alternate Judge feel a conflict of interest would exist if they were to hear a case. This is not to be unexpected in a town the size of Guthrie, so the appointment of a special City Judge would allow a third option to exist so that any potential conflicts of interest can be avoided yet all cases can be heard. Ms. Mueller has served as the City's Alternate Judge in the past.

Funding Expected	____ Revenue	X Expenditure	____ N/A		
Budgeted	X Yes	____ No	____ N/A		
Account Number	01-01-00-6373	**Amount**	To be determined		
Legal Review	X N/A	____ Required	Completed Date: _____		
Mayor's Appt.	____ Yes	X No			

Supporting documents attached

- Guthrie City Charter Section 2-15. Council to Appoint Officers

Recommendation
Staff recommends approval.

Action Needed	____ Public Hearing	X Motion	____ Emergency Clause		

I-2009-006258 Book 2139 Pg: 224
07/08/2009 11:19 am Pg 0218-0238
Fee: $ 53.00 Doc: $ 0.00
Troy Cole - Logan County Clerk
State of Oklahoma

Mayor shall appoint an Emergency Management Director to serve at the Mayor's pleasure or create an agreement with the County for Emergency Management Services.

Section 2-11. Vice-Mayor: Appointment, Duties. At the first City Council meeting in May of each odd-numbered year the City Council shall elect one of its members to serve as the Vice-Mayor of the City of Guthrie. Said Vice-Mayor shall be selected by the affirmative vote of at least four (4) members of the Council. The Vice-Mayor shall act as, and possess all of the powers and duties of the Mayor during the absence or suspension of the Mayor. Said Vice-Mayor shall serve a term of two (2) years.

Section 2-12. Filling Vacancies In Office. If a vacancy occurs in the office of Mayor, the Vice-Mayor shall become Mayor for the duration of the unexpired term. If a vacancy occurs in the office of Vice-Mayor, the City Council, by an affirmative vote of at least four (4) members, shall select another Vice-Mayor from among its members for the duration of the unexpired term. If a vacancy occurs in the office of Councilman, the City Council shall select, by an affirmative vote of at least four (4) members, an eligible person to fill the vacancy at the next regular meeting of the City Council following the creation of the vacancy or as soon thereafter as is practical.

Section 2-13. Mayor And Council; Vacancies. A vacancy shall be deemed to exist when an elective officer of the City of Guthrie fails to qualify for office within twenty (20) days after notice of his election, dies, resigns, removes his legal residency from the City or ward from which he or she was elected, fails to attend four (4) successive regular meetings of the City Council, is convicted of a felony, becomes a habitual drunkard, or is otherwise legally disqualified.

Section 2-14. Meetings: Regular And Special. The City Council shall hold their regular meetings on the first and third Tuesday of each month, and shall hold special meetings at other times as the Mayor or a majority of the Councilmen shall call the Council together. The City Council shall hold executive sessions at such times as they deem necessary for the purposes and in the manner provided by Oklahoma law.

Section 2-15. Council To Appoint Officers. At such times as a vacancy occurs, the City Council shall appoint by affirmative vote of at least four (4) Councilmen, a City Manager, a City Treasurer, a City Clerk, a City Attorney, a City Judge and/or an alternate City Judge; in the same manner the City Council may at their discretion appoint additional City Judges as necessary; if more than one (1) City Judge is appointed it shall not be necessary to appoint an alternate City Judge, but one of the City Judges so appointed shall be designated as the presiding City Judge. Any of the officers thus appointed may at any time, by an affirmative vote of at least four (4) members of the City Council, be removed and a successor be appointed in a like manner. The Council, by an affirmative vote of at least four (4) members, may authorize the City Manager or the City Attorney to hire such deputies or assistants as necessary; such deputies or assistants shall serve at the discretion of the appointive officer by whom they are hired. At such times as the City Attorney cannot represent the City in a given matter or cause, because of a conflict of interest, the City Manager may retain an attorney, subject to the approval of the City Council, to represent the City's interest in such matter or cause.

Section 2-16. Quorum. A quorum to do business shall consist of at least four (4) members of the City Council. A majority vote of the Council present at the meeting shall constitute the action of said Council, unless provided differently elsewhere in this Charter.

Section 2-17. Recall And Removal Applicable. All elective officers and those appointed to fill vacancies in elective office as herein provided, shall hold their respective

SHERI L. MUELLER, PLLC
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ATTORNEY AT LAW

PO Box 1201 ▪ 109 North Division ▪ Guthrie, OK 73044
Office: (405) 282-7677 ▪ Facsimile: (405) 708-5356

June 28, 2011

Mr. Matt Mueller
City Manager
City of Guthrie
101 North 2nd
Guthrie, OK 73044

RE: Re-appointment of Alternate City Judge Position

Dear Matt,

I am writing this letter at the suggestion of Judge David Hood regarding my re-appointment of the alternate Municipal Judge Position. I have spoke to Brian Pierson who is not opposed to it.

I recently resigned from my staff attorney position with Hobby Lobby Stores, Inc. I have found working in and for the community of Guthrie is where I am best suited and can do the most good. I have gone back into private practice and would love to once again serve the Guthrie community as Alternate City Judge. Judge Hood suggested I write this letter so that my re-appointment could be placed on the proper City Counsel agenda for consideration.

If you have any questions please feel free to call me.

Sincerely,

Sheri L. Mueller

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	July 05, 2011	Maxine Pruitt, Director of Municipal Services
____ GPWA		
____ Other: _____		

Agenda Item
Consider Approval of a Declaration of a Disaster Emergency Proclamation for the Tornado that occurred on May 24, 2011, and is #FEMA-DR-1989.

Summary
This proclamation is for the tornado that took place on May 24, 2011, but for FEMA purposes it is specified from May 22, 2011 through May 25, 2011. This disaster was declared on June 21, 2011. This is Disaster # FEMA-DR-1989.

Funding Expected ____ Revenue ____ Expenditure X N/A

Budgeted ____ Yes ____ No X N/A

Account Number _____ **Amount** _____

Legal Review X N/A ____ Required Completed Date: _____

Mayor's Appt. ____ Yes X No

Supporting documents attached
Disaster Emergency Proclamation

Recommendation
Staff Recommends Approval

Action Needed ____ Public Hearing X Motion ____ Emergency Clause

DISASTER EMERGENCY PROCLAMATION

WHEREAS, On May 22, 2011 through May 25, 2011, a Disaster Emergency, Tornado, occurred in the City of Guthrie, Logan County, Oklahoma causing considerable damage to public and private properties; and

WHEREAS, immediate attention is required to protect public health, reduce further damage, insure public safety and render emergency relief; and

WHEREAS, I, Charles Burtcher, the Mayor of Guthrie, Oklahoma, do find that the aforementioned conditions constitute a threat to the safety and welfare of the City, and create an emergency disaster situation within the meaning of Article IV of the Guthrie Charter; Title 61, Oklahoma Statutes 1991, Section 130; and Section 683.3, Oklahoma Civil Defense Resources Management Act of 1967, as amended;

NOW, THEREFORE, I, Charles Burtcher, the Mayor of the City of Guthrie, acting under the power vested in me under Article IV of the Guthrie City Charter, do hereby declare the City of Guthrie to be a disaster area, entitled to aid, relief and assistance, and do hereby direct the implementation of the Guthrie Emergency Operations Plan.

IN WITNESS WHEREOF, I have hereunto set my hand and seal to this instrument on the _____ day of _____ in the year of our Lord, two thousand and eleven, at Guthrie, Oklahoma.

THIS PROCLAMATION SHALL EXPIRE AFTER (7) DAYS, UNLESS OTHERWISE EXTENDED BY ME.

_____
Mayor

Attest:

_____
City Clerk

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	July 05, 2011	Maxine Pruitt, Director of Municipal Services
____ GPWA		
____ Other: _____		

Agenda Item
Consider Approval of Increasing the Contract with Atlas Paving by $25,000 to include repairing the base work on the three areas of Lakewood Dr. that were originally schedule in the Street CIP as the City's portion of work and declaring an emergency because of the hazardous condition of the road.

Summary
We have a contract with Atlas Paving for our Street CIP and they have nearly completed the job. The one street lacking is not a complete street, just 3 very large patches which the City was suppose to do all the prep and base work and then Atlas was to lay 2" of asphalt over our work. This was to save money. With the tornado's damage to our building and equipment, and with everything that has occurred, we cannot do the prep & base work. Atlas Paving will do it for us, but for an additional $25,000 dollars. Their total contract was $67,900, but with the addition of $25,000 this change is more than 15% to the contract, therefore needing Council approval. Because the road is so bad it is becoming a danger to the people who drive in the area. The worst part of the road is just past the top of a hill and a danger is created particularly at night because traffic moves into the oncoming lane of traffic trying to avoid the area of road failure. The City Attorney recommended we ask Council to declare it an emergency in addition to increasing the contract.

There have been numerous complaints and concerns regarding the road condition.

The other thing is that we have contacted PMSI and Logan Asphalt and they will not quote us on patch projects.

Funding Expected	____	Revenue	X	Expenditure	____	N/A
Budgeted	X	Yes	____	No	____	N/A
Account Number	54-55-12-6521		**Amount**	$25,000		
Legal Review	____	N/A	X	Required	Completed Date:	6/29/11
Mayor's Appt.	____	Yes	X	No		

Supporting documents attached
None

Recommendation
Staff Recommends Approval

Action Needed	____	Public Hearing	X	Motion	____ Emergency Clause

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	July 5, 2011	Rene Spineto
____ GPWA		
____ Other: _____		

Agenda Item

Consider approval of Resolution No. 2011-11 adopting the consolidated Hazard Mitigation Plan, which partners hazard mitigation efforts between the City of Guthrie and Logan County.

Summary

Recently, Logan County began the process of creating a county-wide Hazard Mitigation Plan. Several Guthrie staff members were invited by Logan County Emergency Management to participate in the development of their plan. Initially the scope of the County Mitigation Plan did not include the City of Guthrie, since the City's Plan was already completed and approved by FEMA. After thorough discussion and review, it is obvious that a greater partnership between the City of Guthrie and Logan County would result in a more thorough, comprehensive Hazard Mitigation Plan for the entire region. By including the City of Guthrie's information and identified task items with the County Plan, the City of Guthrie would become eligible to apply for further funding of items not included in the City's initial Hazard Mitigation Plan.

This Multi-Hazard Mitigation Plan for the City of Guthrie fulfills the requirements of the Hazard Mitigation Grant Program as outlined by the Federal Emergency Management Agency (FEMA). The Plan provides guidance for the City and participating jurisdictions' hazard mitigation activities for the next five years and ensures that the City of Guthrie and participating jurisdictions implement activities that are most effective for mitigating natural hazard events.

A consolidated Hazard Mitigation Plan provides two important benefits: the beginning of a closer partnership with Logan County Emergency Management and increased possibilities for funding of critical needs for hazard preparedness and emergency response.

Funding Expected	x Revenue	____ Expenditure	____ N/A		
Budgeted	____ Yes	X No	____ N/A		
Account Number	_____	**Amount**			
Legal Review	____ N/A	x Required	Completed Date:	6/22/11	
Mayor's Appt.	____ Yes	x No			

Supporting documents attached:

- Resolution
- List of possible hazard mitigation projects

Recommendation:
Staff recommends approval.

Action Needed ____ Public Hearing x Motion ____ Emergency Clause

RESOLUTION # 2011-11

City of Guthrie, Logan County, Oklahoma

RESOLUTION OF THE CITY OF GUTHRIE MAYOR AND CITY COUNCIL ADOPTING THE CITY OF GUTHRIE'S NATURAL HAZARD MITIGATION PLAN FOR THE CITY OF GUTHRIE, OKLAHOMA.

WHEREAS, the Multi-Hazard mitigation Plan (the PLAN) for The City of Guthrie is presented in fulfillment of requirements of the Hazard Mitigation Grant Program (HMGP) as outlined by the Federal Emergency Management Agency (FEMA) according to Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act or the Act), 42 U.S.C.4154, enacted under Sec 104 the Disaster Mitigation Act of 2000, (DMA 2000) P.L. 106-390, and;

WHEREAS, the purpose of this Plan is to provide guidance for the City and participating jurisdictions hazard mitigation activities for the next five years and to ensure that the City of Guthrie and participating jurisdictions and other partners implement activities that are most effective and appropriate for mitigating natural hazards events, and;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF GUTHRIE MAYOR AND CITY COUNCIL;

That this Natural Hazard Mitigation Plan for The City of Guthrie, under the multi-jurisdictional planning participation and adoption process, presented in realization of requirements of the HMGP for the Federal Emergency Management Agency, according to the sections cited above, is hereby approved and adopted by the City of Guthrie Mayor and City Council ;

APPROVED AND PASSED, this _____ day of _____ 2011.

_____
Chuck Burtcher, Mayor

ATTEST: (seal)

_____
Wanda Calvert, City Clerk

APPROVED AS TO LEGAL FORM:

_____
Randel Shadid, City Attorney

City of Guthrie – Logan County Hazard Mitigation Plan
Potential Projects
2011 - 2016

1. CMOM – City-wide Sewer Line restoration – DEQ consent order
2. CodeRed – Reverse 911 project
3. Creek blockage removal – Snake Creek, Bird Creek, Cottonwood Creek
4. Stormwater Drainage Master Plan
5. Generators at the airport and shelters
6. Private rebate for Storm Shelters
7. Outdoor Warning Devices
8. Develop plan to distribute Weather Radios to low income families
9. Outfit community buildings with cots, blankets and emergency equipment for refuge
10. Develop plan to distribute heat relief equipment to low income families
11. Install creek and river monitoring devices
12. Promote and install xeriscape projects, which emphasize water conservation in its use of drought-resistant plants
13. Investigate need and develop plan for new water tower
14. Create program to educate and assist building owners in installing fire suppression systems