



City Council of the City of Perry

City Agenda – Regular Meeting

December 5, 2025 @ 6:15 P.M.

Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order/Roll Call

Declaration of Quorum

Invocation

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item. The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its City Manager, staff, attorney or to the recommending board, commission, or committee. All Agenda Items Are for Discussion and Whatever Further Action the City Council Deem Necessary or Advisable to Discharge Constitutional, Home Rule Charter, and Statutory Powers of Government.

1. Consent Agenda

All Items Listed under the Consent Agenda Are Deemed to Be Non-controversial and Routine in Nature by the Governing Body. They Will Be Approved by One Motion of the Governing Body. The Items on the Consent Agenda Will Not Be Discussed. Any Member of the Governing Body Desiring to Discuss an Item on the Consent Agenda May Request That It Be Removed from the Consent Agenda and Placed in its Proper Order on the Regular Agenda. It Will Then Be Considered at That Time.

- A. Receive and Approve the Minutes of the Regular City Council Meeting of December 1, 2025.**
- B. Receive and acknowledge the November 2025 Perry Carnegie Library Report and the November 2025 Statistical Report.**
- C. Consider Approval Cimarron Valley Engineering, LLC's, Invoice in the amount of \$53,480.00 for engineering and other services for November 2025.**
- D. Consider Declaring certain fire uniforms as surplus and no longer needed for a municipal purpose, and with Perry Fire Department Patches removed, transfer to Rock Township Fire Department.**

2. Items Removed from Consent Agenda for Discussion.

3. Consider and act on items removed from the Consent Agenda, if any.

4. Comments from Those Assembled Pertaining to Items on the City Agenda or Citizens presenting their concerns or comments. (Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall raise their hand to be recognized by the Mayor or other Presiding Officer. Such a person should stand before the podium and address their remarks to a specific agenda item.

A maximum three (3) minute address by such person may be provided. For commentors on items not on the agenda, such persons shall be provided a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body.

If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Mayor or Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

5. **Proclamations, Commendations, Reports, and Inquiries by the Governing Body.** No action may be taken on any report or inquiry made by the governing body during this section of the agenda (unless the item is specifically listed herein below and then action may be taken) and is only for the purpose of identifying issues that may be subject to a future agenda item. Each report given should be for the purpose of informing the other members and the public of the activity of the member or ad hoc, recommendation only committee and in the event discussion is desired, the item should be placed on the next regular or special agenda. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

- a. Council Reports

- Ward 1,2,3, and 4 Councilpersons have an opportunity to report any new developments or work performed since the last meeting.

6. **City Manager Remarks on current projects and activities.**
7. **Chief Financial Officer Report on November 2025 Financial Report.**

Attachment: November 2025 Financial Report enclosed.

8. **Consider Lump Sum Payment of OMRF Pension to Jesse D. McHughes.**

Background: The Board of Trustees of the Employee Retirement System of Perry, Oklahoma, is the City Council, who must make determinations concerning requests for lump sum distributions. Former employee Jesse D. McHughes has asked for a lump sum distribution and OMRF has determined that this payment will not unduly and adversely impact the pension fund.

Attachment: Application for Retirement Pension

Recommendation: Approval

9. **Consider Approval of Change Order of Contract on the 25th Street Water and Sewer Improvements Project with Lone Hickory Cattle Company in the amount of \$112,000.00.**

Background: Pursuant to the Oklahoma Public Competitive Bidding Act of 1974 this contract can be subject to a 15% change order. Certain sewer work for the development to be served needs to be installed and the price will fall below the maximum amount. The sewer line to be installed commences at Locust Street and extends northward up 9th Street until it turns west to serve the property.

Attachment: Change Order in the amount of \$112,000.00.

Recommendation: Authorize Change Order of the Lone Hickory Cattle Company Contract on the 25th Street Water and Sewer Improvements Project to provide for this sewer work on 9th Street north of Locust and in other adjacent locations in the amount of \$112,000.00.

10. Consider Approval of an Amendment to Chapter IV, Section 1 and Chapter IV, Section 2 of the City of Perry/Perry Municipal Authority Personnel Manual Concerning “Buyback of Vacation Leave and Unused Banked Holiday Leave”.

Background: Vacation leave is capped at 200 hours. Once an employee reaches 200 hours of vacation no additional vacation accrues. Many dedicated employees have reached the maximum accrual. This policy would allow the sale back of vacation hours annually and accrued and unused holiday leave, for long-time, non-collective bargaining employees, to be paid during the holiday season.

The amendment to the personnel manual as drafted would permit the sale of up to 40 hours of accrued but used holiday leave and up to 80 hours of vacation leave.

Attachment: Amendment to the Personnel Manual

Recommendation: Discuss and take action as deemed appropriate.

11. Consider setting Utility Rebate Cap for Commercial and Residential Projects Paid under the OMPA’s Ways I Save Electricity (WISE) Program.

Background: OMPA’s WISE Program provides rebate checks, ½ funded by OMPA and ½ funded by the City, for programs related to saving electricity, including the use of heat pumps, ceiling insulation, and electric hot water tanks.

Given the significant growth expected in the coming months, OMPA recommends that we adopt a rebate cap similar to many other cities. Recently, a WISE Heat Pump rebate was submitted but did not qualify. If the rebate had qualified, the City would have paid the customer at least \$39,000 for the rebate, which would have come directly from our capital project funds. The suggested cap is \$10,000 per year for commercial projects and \$10,000 per year for residential projects. Once these annual funds are exhausted, no additional rebates will be issued until the next fiscal year, July to July. Many cities also set commercial rebates at \$10,000 and residential at \$5,000, ending the program for the year once those amounts are fully allocated. The City Manager will provide additional insight and explanation. At the last meeting, the City Council may have been left with the impression that Smart thermostats and DEEP were WISE rebates. Smart thermostats and DEEP are fully funded by OMPA.

Recommendation: Set Utility Rebate Cap for Commercial and Residential Projects Paid under OMPA’s Ways I Save Electricity (WISE) Program at \$10,000 per year for commercial projects and \$10,000 per year for residential projects.

13. **Consider Purchase of New Holland B75D Backhoe from Great Plains in the amount of \$68,006.06; Elimination of Repair Bill and Trade-in of old backhoe in the amount \$12,000.00; Authorize the City Manager to purchase and trade in and amend the General Fund Budget, if required; if the trade-in and purchase is authorized declare the old backhoe as surplus property and authorize its trade-in.**

Background: Great Plains has agreed to forfeit any payment on the repair work performed on the City's old backhoe (currently at approximately \$22,000.00). It has been determined that the old backhoe requires an additional \$25,000.00 work on the engine (full rebuild). New Holland has offered to sell the City the New Holland B75D Backhoe for \$68,006.06, and accept the trade-in of the old backhoe, deducting \$12,000.00 from the new backhoe price. The City Manager has certified that the purchase of this backhoe under these terms is in the best interest of the City of Perry and therefore further competitive bidding is waived.

Attachments: Invoice

Recommendation: Authorize the City Manager to purchase the backhoe without further competitive bidding based on the City Manager's certification and authorize the trade-in, declaring the damaged backhoe surplus property.

14. **New Business (matters not known about or which could not reasonably be foreseen prior to the time of posting. (Title 25, Section 311A.9 of Oklahoma Statutes as amended).**
15. **Consider Convening into Executive Session to Confer on Matters Pertaining to the Economic Development of the City of Perry to Discuss 1) a Proposal to Entice the Location of Residential Developers to the community to build single-family dwellings, and 2) a Proposal to Entice the Location of two National Chain Restaurants to the community and thereby approve the economic development of the City, and 3) a Proposal to contract with a residential building developer for the City to furnish lots in return for the construction of a single-family home or homes on such lots, and to include the cost of demolition of any dilapidated structure on such lot or lots; As Public Disclosure of the Proposals Will Interfere With The Development And Implementation Of these Proposals (Pursuant To 25 O.S.307C11 of the Oklahoma Statutes as amended) and for the purpose of discussing the purchase of lots in the Hugh Dorrell Addition to be used as residential building sites (pursuant To 25 O.S.307.B.3 of the Oklahoma Statutes as amended)**
16. **Reconvene into regular session.**
17. **Take any action deemed necessary pursuant to such executive session.**
18. **Adjourn**

Posted at Perry City Hall & Council Chambers.

December 12, 2025, 9:00 A.M.

Christy Conrad, City Clerk



Board of Trustees of the Perry Municipal Authority

Agenda – Regular Meeting

December 15, 2025 @ 6:15 P.M.

Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order

Roll Call

Declaration of Quorum

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1. Consent Agenda

All Items Listed under the Consent Agenda Are Deemed to Be Non-controversial and Routine in Nature by the Governing Body. They Will Be Approved by One Motion of the Governing Body. The Items on the Consent Agenda Will Not Be Discussed. Any Member of the Governing Body Desiring to Discuss an Item on the Consent Agenda May Request That It Be Removed from the Consent Agenda and Placed in its Proper Order on the Regular Agenda. It Will Then Be Considered at That Time.

A. Receive and Approve the Minutes of the Regular PMA Meeting of December 1, 2025.

2. Items Removed from Consent Agenda for Discussion.

3. Consider and act on items removed from the Consent Agenda, if any.

4. Comments from Those Assembled Pertaining to Items on the PMA Agenda or Citizens presenting their concerns or comments. (Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall raise their hand to be recognized by the Presiding Officer. Such a person should stand before the podium and address their remarks to a specific agenda item. A maximum three (3) minute address by such person may be provided. For commentors on items not on the agenda, such persons shall be provided with a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body. If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

5. Ratify Change Order of Contract on the 25th Street Water and Sewer Improvements Project with Lone Hickory Cattle Company in the amount of \$112,000.00.

Background: Pursuant to the Oklahoma Public Competitive Bidding Act of 1974 this contract can be subject to a 15% change order. Certain sewer work for the development to be served needs to be installed and the price will fall below the maximum amount. The sewer line to be installed commences at Locust Street and extends northward up 9th Street until it turns west to serve the property.

Attachment: Change Order in the amount of \$121,000.00.

Recommendation: Ratify Change Order of the Lone Hickory Cattle Company Contract on the 25th Street Water and Sewer Improvements Project to provide for this sewer work on 9th Street north of Locust and in other adjacent locations in the amount of \$121,000.00.

6. Ratify Amendment to Chapter IV, Section 1 and Chapter IV, Section 2 of the City of Perry/Perry Municipal Authority Personnel Manual Concerning “Buyback of Vacation Leave and Unused Banked Holiday Leave”.

Background: Vacation leave is capped at 200 hours. Once an employee reaches 200 hours of vacation no additional vacation accrues. Many dedicated employees have reached the maximum accrual. This policy would allow the sale back of vacation hours annually and accrued and unused holiday leave, for long-time, non-collective bargaining employees, to be paid during the holiday season.

The amendment to the personnel manual as drafted would permit the sale of up to 40 hours of accrued but used holiday leave and up to 80 hours of vacation leave.

Attachment: Amendment to the Personnel Manual

Recommendation: Ratify Amendment.

7. Ratify Setting Utility Rebate Cap for Commercial and Residential Projects Paid under the OMPA’s Ways I Save Electricity (WISE) Program.

Background: OMPA’s WISE Program provides rebate checks, ½ funded by OMPA and ½ funded by the City, for programs related to saving electricity, including the use of heat pumps, ceiling insulation, and electric hot water tanks.

Given the significant growth expected in the coming months, OMPA recommends that we adopt a rebate cap like many other cities. Recently, a WISE Heat Pump rebate was submitted but did not qualify. If the rebate had qualified, the City would have paid the customer at least \$39,000 for the rebate, which would have come directly from our capital project funds. The suggested cap is \$10,000 per year for commercial projects and \$10,000 per year for residential projects. Once these annual funds are exhausted, no additional rebates will be issued until the next fiscal year, July to July.

Many cities also set commercial rebates at \$10,000 and residential at \$5,000, ending the program for the year once those amounts are fully allocated. The City Manager will provide additional insight and explanation. At the last meeting, the City Council may have been left with the impression that Smart thermostats and DEEP were WISE rebates. Smart thermostats and DEEP are fully funded by OMPA.

Recommendation: Ratify Utility Rebate Cap for Commercial and Residential Projects Paid under OMPA's Ways I Save Electricity (WISE) Program at \$10,000 per year for commercial projects and \$10,000 per year for residential projects; note Smart thermostats and DEEP are fully funded by OMPA.

- 8. Ratify Purchase of New Holland B75D Backhoe from Great Plains in the amount of \$68,006.06; Elimination of Repair Bill and Trade-in of old backhoe in the amount \$12,000.00; Authorize the City Manager to purchase and trade in and amend the General Fund Budget, if required; if the trade-in and purchase is authorized declare the old backhoe as surplus property and authorize its trade-in.**

Background: Great Plains has agreed to forfeit any payment on the repair work performed on the City's old backhoe (currently at approximately \$22,000.00). It has been determined that the old backhoe requires an additional \$25,000.00 work on the engine (full rebuild). New Holland has offered to sell the City the New Holland B75D Backhoe for \$68,006.06, and accept the trade-in of the old backhoe, deducting \$12,000.00 from the new backhoe price. The City Manager has certified that the purchase of this backhoe under these terms is in the best interest of the City of Perry and therefore further competitive bidding is waived.

Attachments: Invoice

Recommendation: Authorize the City Manager to purchase the backhoe without further competitive bidding based on the City Manager's certification and authorize the trade-in, declaring the damaged backhoe surplus property.

- 9. New Business (matters not known about or which could not reasonably be foreseen prior to the time of posting. (Title 25, Section 311A.9 of Oklahoma Statutes as amended).**
- 10. Adjourn**

Posted at Perry City Hall & Council Chambers.

December 12, 2025, 9:00 A.M.

Christy Conrad, Secretary



Board of Trustees of the Perry Facilities Authority

Agenda – Regular Meeting

December 15, 2025 @ 6:15 P.M.

Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order

Roll Call

Declaration of Quorum

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A. Receive & Approve the Minutes of Regular PMA Meeting of December 1, 2025.

2. Items Removed from Consent Agenda for Discussion.

3. Consider and act on items removed from the Consent Agenda, if any.

4. Comments from Those Assembled Pertaining to Items on the PFA Agenda or Citizens presenting their concerns or comments.

(Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall raise their hand to be recognized by the Presiding Officer. Such a person should stand before the podium and address their remarks to a specific agenda item. A maximum three (3) minute address by such person may be provided. For commentors on items not on the agenda, such persons shall be provided with a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body. If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

Perry Facilities Authority Regular Meeting Agenda

December 15, 2025

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- 5. New Business (matters not known about or which could not reasonably be foreseen prior to the time of posting. (Title 25, Section 311A.9 of Oklahoma Statutes as amended).**
- 6. Adjourn**

Posted at Perry City Hall & Council Chambers.

December 12, 2025, 9:00 A.M.

Christy Conrad, Secretary