

NOTICE OF SPECIAL MEETING
OF THE
CHICKASHA CITY COUNCIL

In compliance with Title 25, Oklahoma Statutes, Section 301-314, the Oklahoma Open Meeting Act, including the posting of notice and agenda, be advised that the Chickasha City Council, Chickasha Municipal Authority, and Chickasha Municipal Airport Authority of the City of Chickasha, Oklahoma, will conduct a **SPECIAL MEETING ON THURSDAY, SEPTEMBER 23, 2021, AT 6:30 PM**. Said meeting will be held in the Council Chambers, City Hall, 117 North 4th Street, Chickasha, Oklahoma.

The City of Chickasha encourages participation from all its citizens. If participation 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-hour rule if signing is not the necessary accommodation.

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/Trust Manager, staff, attorney or to the recommending board, commission or committee.

Agenda items are attached.

I, Susan M. McDaniel, City Clerk, posted this Agenda on the official City of Chickasha bulletin board in the Municipal Building, 117 North 4th Street Chickasha, OK, 73018, which is accessible to the public twenty-four hours each day at 4:30 p.m. on Tuesday, September 21, 2021.



Susan McDaniel

Sworn to and subscribed before me on this 21st day of September 2021.

My Commission Expires: 10-1-2022




Notary Commission

14008829

Notary Public, State of Oklahoma

CHICKASHA CITY COUNCIL

AGENDA

LOCATION OF MEETING

CITY HALL COUNCIL CHAMBERS

117 NORTH FOURTH STREET

CHICKASHA, OKLAHOMA 73018

TIME OF MEETING

6:30 PM

DATE OF MEETING

SEPTEMBER 23, 2021

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1. **Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance.**
2. **Consent Docket:**
 - a. Acceptance of Resolution 2021-18R - Accepting the Application for funding from the American Rescue Plan Act Targeted Grants to Public Libraries (ARPA Funds).
3. **Discussion/Approval of Items Removed from Consent Docket:**
4. **Discussion and Consideration**

- a. Discussion, consideration and possible action to approve an MOU between the City of Chickasha and FOP Lodge #129 concerning 12-hour shifts.

5. Motion to Adjourn.



City of
CHICKASHA

Meeting Type: Special Council Meeting 9-23-2021

Meeting Date: 9/23/2021

Department: Library

Agenda Item No. 2.a.

AGENDA ITEM: Acceptance of Resolution 2021-18R - Accepting the Application for funding from the American Rescue Plan Act Targeted Grants to Public Libraries (ARPA Funds).

I. BACKGROUND/DESCRIPTION:

II. RECOMMENDED ACTION:

Accept the Application for funding from the American Rescue Plant Act Targeted Grants to Public Libraries (ARPA Funds).

III. FISCAL INFORMATION -

IV. FUND INFORMATION:

Dept. Director: Lillie Huckaby, Library Director	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: September 23, 2021	(From)		

V. ATTACHMENTS:

1. Res. 2021-18R ARPA Library Funds 9.23.21

City of Chickasha

RESOLUTION No. 2021-18R

**A RESOLUTION CONCERNING THE AMERICAN RESCUE PLAN ACT
TARGETED GRANTS TO PUBLIC LIBRARIES (ARPA FUNDS),
AUTHORIZING THE ACCEPTANCE OF THE FUNDS AND THE
EXECUTION OF ALL NECESSARY AGREEMENTS AND RELATED
DOCUMENTS**

WHEREAS, the City of Chickasha has been designated as a recipient of the American Rescue Plan Act Targeted Grants to Public Libraries (ARPA Library Funds), and has been designated as a recipient of the amount of \$21,118.09.

WHEREAS, the City of Chickasha will be required to budget said funds and to account for all expenditures in accordance with applicable federal guidelines.

WHEREAS, authorization for the execution of all necessary agreement and related documents will expedite the receipt and expenditure of funds.

WHEREAS the City of Chickasha approves acceptance of the ARPA Library Funds and acknowledges all expenditures must be in accordance with all ARPA Library Funds guidelines and compliance requirements.

WHEREAS the City of Chickasha authorizes the Mayor/Manager /Library Director to sign all necessary budget attestations, award terms and conditions, assurances of compliance, reports and all other necessary agreements and related documents related to the award of funds.

This Resolution is approved in open meeting of the City of Chickasha, Oklahoma, on the 23rd day of September 2021.

CITY OF CHICKASHA

Chris Mosley, Mayor

ATTEST:

Susan M. McDaniel, City Clerk

Approved as to Form:

City/Town Attorney



City of
CHICKASHA

Meeting Type: Special Council Meeting 9-23-2021

Meeting Date: 9/23/2021

Department: Police Department

Agenda Item No. 4.a.

AGENDA ITEM: Discussion, consideration and possible action to approve an MOU between the City of Chickasha and FOP Lodge #129 concerning 12-hour shifts.

I. BACKGROUND/DESCRIPTION:

- The Chickasha Police Department (CPD) has reached a critical staffing level where it is necessary to move to 12-hour shifts.
- CPD is currently nine (9) officers below approved staffing.
- Moving to 12-hour shifts would allow officers to take time off for training, vacation, etc. without infringing upon the capability of the remaining shift members to respond to calls for service.

II. RECOMMENDED ACTION:

Staff recommends approval of the MOU and authorize the Interim City Manager to sign the MOU.

III. FISCAL INFORMATION - This change is an unbudgeted expense. The expense incurred due to overtime will be addressed through the current salary savings due to the time it takes to hire uncertified officers.

IV. FUND INFORMATION:

Dept. Director: Dee Rowell, Chief of Police	Fund	Account	Amount
	(To)		
	FUND	ACCOUNT	AMOUNT
Meeting Date: 09-23-2021	(From)		
	11-41-541-5101-001		
	11-41-541-5101-003		
	11-42-542-5101-001		

	11-42-542-5101-003	
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V. ATTACHMENTS:

1. 12 Hour Shift MOU 09122021
2. Appendix A 12-hour schedules and teams example

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into this ____ day of _____, 2021, by and between the City of Chickasha (City) and the Fraternal Order of Police, Lodge No. 129 (Lodge No. 129), individually and on behalf of its members.

The most recent Collective Bargaining Agreement (CBA) agreed to by the parties in this MOU was for FY 2020-2021. Article 17, Section 1 of that CBA addressed working a schedule of five (5) consecutive eight (8) hour shifts followed by two (2) consecutive days off.

As of September 5, 2021, the department will only have nineteen (19) fully qualified officers i.e. officers who: 1) are CLEET certified; 2) have passed the Department's Field Training Program; and 3) are available for full time work i.e. are not out on military, FMLA or workers' compensation leave, or administrative leave. The nineteen officers include the Chief of Police and the Assistant Chief of Police.

The City is making every effort to recruit and hire qualified applicants; however, hiring is a challenge throughout the State of Oklahoma at this time. With the pending retirement of at least two (2) additional department members in the beginning of 2022, department personnel numbers will fall to seventeen (17) fully qualified officers.

Considering the time necessary to recruit and train new officers, the parties to this MOU agree that the Department will have difficulty providing adequate personnel for eight (8) hour shifts on a regular basis without incurring substantial overtime leading to concerns regarding fatigue and safety issues.

Therefore, the following changes are agreed to in this MOU based on the CBA FY 2020-2021:

1. Article 17 – Hours of Work and Overtime Compensation – Section 1: Bargaining unit members assigned to the Patrol Division will work the following schedule: seven (7) twelve (12) hour shifts and seven (7) days off in a 14-day, 80-hour work period. Bargaining unit members assigned to other divisions or assignments will be assigned a work schedule as determined by the Chief of Police.
2. Article 17 – Hours of Work and Overtime Compensation – Section 2: The City agrees to pay time and one half for all authorized overtime worked in excess of the scheduled eighty (80) hours per work period for each officer of the Chickasha Police Department.

Each employee shall have the option to accept compensatory time at the rate of one and one-half (1/2) times the actual number of overtime hours worked in lieu of compensation. Each employee must notify the Police Chief, in writing, at the end of each fourteen (14) day work period as to whether the said employee wishes to accept compensatory time or to be paid compensation for overtime hours worked.

The employee shall not be allowed to receive part of the overtime in compensatory time and part of the overtime in compensation but must elect for each fourteen (14) day work period whether or not the overtime accrued during that work period shall be taken as compensatory time or shall be paid as compensation. It is understood that the Employer may, during the term of this Agreement, buy back any compensatory time accrued to any employee at the rate of one and one-half (1 1/2) times the regular hourly rate of said employee based upon the number of overtime hours worked for which compensatory time was allowed. Employees shall be required to inform the Senior Ranking Officer assigned to the shift or the division of their intention to use compensatory time as time off at least twenty-four (24) hours ahead of time unless a personal emergency exists or if manpower allows and is approved by the Senior Ranking Officer assigned to the shift or the division.

The maximum number of compensatory hours which any employee shall be allowed to accumulate shall be two hundred and forty (240) hours. For those employees who have accumulated more than two hundred and forty (240) hours at the time of the execution of this contract, they will not be able to accumulate any further compensatory time until their balance falls below two hundred and forty (240) hours.

3. Article 22 – Shift Differential Pay – Section 1: The City will pay an officer working the Day Shift (0600-1800 hours) an additional twenty-five cents (\$0.25) per hour. The City will pay an officer working the Night Shift (1800-0600 hours) an additional sixty-five cents (\$0.65) per hour.
4. Article 22 – Shift Differential Pay – Section 2: Officers may temporarily/non-permanently be assigned to non-standard shift hours for special assignments by the Chief or their designee, without altering or adding to the special pay as specified in Article 22, Section 1, as modified in this MOU. All officers assigned to 12-hour work shifts will be entitled to receive compensation specified in Article 22, Section 1, as modified in this MOU.
5. The provisions of Article 13 regarding Leaves outlines “normal working shifts,” “days of personal leave,” and “leave(s)”. A normal working shift and a day of leave will be defined as twelve (12) hours. This will remain in effect as long as officers are scheduled to work twelve (12) hour shifts.
6. Article 11 – Sick Leave – Section 1: An officer shall accrue twelve (12) duty hours of sick leave per month, with a maximum allowable accumulation of seven hundred four (704) duty hours.
7. Article 11 – Sick Leave – Section 3: An officer who used no more than twelve (12) duty hours of sick leave during the current year shall be granted an additional twelve (12) hours of vacation accrual on the officer's leave anniversary date. If an officer uses no sick leave during the current year then the officer can sell back up to six (6) days, at a rate of twelve (12) hours per day, of sick leave at their base rate of hourly pay. If an officer uses one (1) sick leave day during the current year then the officer can sell back up to three (3) days, at a rate of twelve

(12) hours per day, of sick leave at their base rate of hourly pay. Said buy back will be deducted from the maximum allowable sick leave accumulation.

8. The City and Lodge No. 129 will meet periodically, no less than every 90 days, to discuss the progress made on increasing personnel. The City agrees to confer in good faith with Lodge No. 129 prior to returning to five (5) eight (8) hour shifts, if so desired by the Lodge.
9. Each party to this MOU agrees that it has secured the necessary authority to enter into this MOU. Lodge No. 129 acknowledges that the terms of the MOU will be binding on its members.

DATED THIS _____ DAY OF _____ 2021.

FRATERNAL ORDER OF POLICE
LODGE NO. 129

CITY OF CHICKASHA

“Appendix A”

		SAT	SUN	MON	TUE	WED	THU	FRI
WORK	PERIOD	1 Team 1	2 Team 1	3 Team 1	4 Team 1	5 Team 2	6 Team 2	7 Team 2
		8 Team 2	9 Team 2	10 Team 2	11 Team 2	12 Team 1	13 Team 1	14 Team 1
WORK	PERIOD	15 Team 1	16 Team 1	17 Team 1	18 Team 1	19 Team 2	20 Team 2	21 Team 2
		22 Team 2	23 Team 2	24 Team 2	25 Team 2	26 Team 1	27 Team 1	28 Team 1
WORK	PERIOD	29 Team 1	30 Team 1	31 Team 1	1 Team 1	2 Team 2	3 Team 2	4 Team 2
		5 Team 2	6 Team 2	7 Team 2	8 Team 2	9 Team 1	10 Team 1	11 Team 1
WORK	PERIOD	12 Team 1	13 Team 1	14 Team 1	15 Team 1	16 Team 2	17 Team 2	18 Team 2
		19 Team 2	20 Team 2	21 Team 2	22 Team 2	23 Team 1	24 Team 1	25 Team 1

Team 1		Team 2	
Day Shift	Night Shift	Day Shift	Night Shift
Lieutenant	Lieutenant	Lieutenant	Lieutenant
Sergeant	Sergeant	Sergeant	Sergeant
Officer 1	Officer 1	Officer 1	Officer 1
Officer 2	Officer 2	Officer 2	Officer 2
Officer 3		Officer 3	