

**EL RENO AIRPARK AUTHORITY  
SPECIAL MEETING  
TUESDAY – NOVEMBER 19, 2019 – 12:00 (Noon)  
EL RENO CITY COUNCIL CHAMBERS  
101 N. CHOCTAW AVENUE – EL RENO, OKLAHOMA**

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**MINUTES**

**A. CALL MEETING TO ORDER**

*Vice-Chairman Ballhorn called the meeting to order at 12:02pm.*

**B. ROLL CALL**

**Present:** J.T. Chronister, Trustee (arrived at 12:05pm)  
Tracey Rider, Trustee  
Bob Ballhorn, Vice-Chairman  
Matt White, Trustee

**Absent:** Tim Robinson, Chairman

**Staff Present:** Roger Rinehart, City Attorney  
Matt Sandidge, Assistant City Manager  
Marsha Leck, Finance Director/City Treasurer  
Jeremy Frazier, City Manager  
Jeff Kouba, Public Works Director  
Mark Earls, City Inspector  
Ken Brown, Police Chief  
Jason Duff, Assistant Fire Chief  
Katie Gore, CMs Executive Assistant  
Alli Hernandez, PIO/Deputy Court Clerk

**Others Present:** Shane Smith, El Reno Tribune  
Patrick Barnes, H.W. Lochner

**C. CONSENT AGENDA *The following items are considered to be routine by the El Reno Airpark Authority and will be enacted with one motion. Should discussion be desired on any item, that item will be removed from the Consent Agenda and considered separately:***

1. Approval of claims requiring Trustee authorization for the period beginning October 1, 2019 and ending October 31, 2019.

White **MOVED, SECONDED** by Rider to approve claims for the period beginning October 1, 2019 and ending October 31, 2019.

**VOTE WAS:**

**AYE:** Rider, Ballhorn, White

**NAY:** None.

**ABSTAIN:** None.

**ABSENT:** Chronister, Robinson.

*Vice-Chairman Ballhorn declared motion **CARRIED** by a vote of 3 to 0 with 2 absent.*

**D. DISCUSSION ITEMS**

2. **\*\*Discussion, consideration and possible action to approve Change Order No. 1 with Young Contracting for AIP project no. 3-40-0026-013-2018; Schedule 2A Base Bid for Fuel Facility Civil Site Work.**

**Sandidge** stated that this is actually two items a change order for fencing and the other is a minor change for storm drainage issues. The \$15,149.27 of change order no. 1 for the fencing portion will be reimbursed to the City.

White **MOVED, SECONDED** by Rider to approve Change Order No. 1 with Young Contracting for AIP project no. 3-40-0026-013-2018; Schedule 2A Base Bid for Fuel Facility Civil Site Work in the amount of \$16,649.79.

**VOTE WAS:**

**AYE:** Rider, Ballhorn, White, Chronister

**NAY:** None.

**ABSTAIN:** None.

**ABSENT:** Robinson.

*Vice-Chairman Ballhorn declared motion CARRIED by a vote of 4 to 0 with 1 absent.*

**E. ADJOURNMENT**

Filed in the office of the City Clerk and posted on the bulletin board at the west entrance of the El Reno Municipal Building, 101 N. Choctaw at 3:00pm on November 15, 2019.

White **MOVED, SECONDED** by Chronister to adjourn.

**VOTE WAS:**

**AYE:** Rider, Ballhorn, White, Chronister

**NAY:** None.

**ABSTAIN:** None.

**ABSENT:** Robinson.

*Vice-Chairman Ballhorn declared motion CARRIED by a vote of 4 to 0 with 1 absent.*

*The meeting adjourned at 12:06pm*

Signed \_\_\_\_\_  
**Bob Ballhorn, Vice-Chairman**

Signed \_\_\_\_\_  
**Lindsey Grigg, Secretary**