

PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC WORKS AUTHORITY

RECEIVED

FEB 26 2016 *Jw*

City Clerk's Office

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, March 1, 2016 - 6:30 pm

1. **Call to Order**
Chair Jeri Moberly
2. **Roll Call**
3. **Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)**
 - A. Approve minutes – February 16, 2016, Regular Meeting
 - B. Approve claims
4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
5. **Report from OPWA Manager**
6. **Report from OPWA Attorney**
7. **Official Notices to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Report – Pay Period Ending Date 2/20/2016
8. **New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**
9. **Adjournment**

Notice of Public Meeting filed in the office of the City Clerk and Agenda posted at City Hall bulletin board at 6:00 pm on Friday, February 26, 2016.



Sherry Bishop, City Clerk

OWASSO PUBLIC WORKS AUTHORITY

MINUTES OF REGULAR MEETING Tuesday, February 16, 2016

The Owasso Public Works Authority met in regular session on Tuesday, February 16, 2016, in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting and the Agenda filed in the office of the City Clerk and posted on the City Hall bulletin board at 6:00 pm on Friday, February 12, 2016.

1. Call to Order

Chair Jeri Moberly called the meeting to order at 7:20 pm.

2. Roll Call

Present

Chair – Jeri Moberly
Vice-Chair – Lyndell Dunn
Trustee – Doug Bonebrake
Trustee – Bill Bush
Trustee – Chris Kelley
A quorum was declared present.

Absent

None

Staff:

Authority Manager - Warren Lehr
Authority Attorney - Julie Lombardi

3. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)

A. Approve minutes

- February 2, 2016, Regular Meeting
- February 9, 2016, Regular Meeting

B. Approve claims

Mr. Bush moved, seconded by Mr. Bonebrake to approve the Consent Agenda with claims totaling \$174,942.57.

YEA: Bonebrake, Bush, Dunn, Kelley, Moberly

NAY: None

Motion carried: 5-0

4. Consideration and appropriate action relating to items removed from the Consent Agenda

None

5. Report from OPWA Manager

None

6. Report from OPWA Attorney

None

7. Official Notices to Authority (documents for acknowledgment or information only, no discussion or action will be taken)

- Payroll Payment Reports:
 - Pay Period Ending Date 2/6/16
- Monthly Budget Status Report – January 2016

8. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)

None

9. Adjournment

Dr. Kelley moved, seconded by Mr. Bonebrake to adjourn the meeting.

YEA: Bonebrake, Bush, Dunn, Kelley, Moberly

NAY: None

Motion carried 5-0 and the meeting adjourned at 7:21 pm.

Jeri Moberly, Chair

Juliann M. Stevens, Deputy City Clerk

Claims List

3/1/2016

| Budget Unit Title | Vendor Name | Payable Description | Payment Amount |
|----------------------------------|------------------------------------|----------------------------|------------------|
| OPWA | LDKC, INC | METER SET REFUND | 2,550.00 |
| TOTAL OPWA | | | 2,550.00 |
| OPWA ADMINISTRATION | JPMORGAN CHASE BANK | OFFICE EVERYTHING-SUPPLIE | 18.03 |
| | JPMORGAN CHASE BANK | OFFICE DEPOT-SUPPLIES | 10.59 |
| | JPMORGAN CHASE BANK | ACADEMY SPORTS-COOLER | 19.99 |
| | CITY OF OWASSO | ADMINISTRATIVE OVERHEAD | 15,416.00 |
| | AEP/PSO | ELECTRIC USE | 1,575.40 |
| | JPMORGAN CHASE BANK | GLOBAL INDSTR-L-WALL MOUNT | 144.58 |
| | JPMORGAN CHASE BANK | SAMSClub-SUPPLIES | 136.78 |
| | JPMORGAN CHASE BANK | SAMSClub-PW COFFEE | 42.72 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 36.52 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 36.42 |
| | UNITED STATES CELLULAR CORPORATION | PW CELL PHONES | 56.58 |
| | STANDLEY SYSTEMS, LLC | COPIER MAINTENANCE AGREEM | 274.00 |
| | DALE & LEES SERVICE, INC | REPLACE HEATING/AIR SYS | 5,605.00 |
| | JPMORGAN CHASE BANK | ADMIRAL EXP-SUPPLIES | 57.98 |
| TOTAL OPWA ADMINISTRATION | | | 23,430.59 |
| UTILITY BILLING | JPMORGAN CHASE BANK | AMAZON-KEYBOARD STAND | 67.14 |
| | FELKINS ENTERPRISES, LLC | 48 HR DOOR HANGERS | 570.00 |
| | TECHNICAL PROGRAMMING SERVICES INC | BILLING SERVICES | 2,592.21 |
| | TECHNICAL PROGRAMMING SERVICES INC | BILLING SERVICES | 1,570.88 |
| | TODD C. KIMBALL | METER READER | 860.40 |
| | TYRONE EUGENE DINKINS | METER READER | 231.75 |
| | TODD C. KIMBALL | METER READER | 594.90 |
| TOTAL UTILITY BILLING | | | 6,487.28 |
| WATER | AEP/PSO | ELECTRIC USE | 596.60 |
| | JPMORGAN CHASE BANK | LOCKE SUPPLY-CRIMPERS | 73.76 |
| | SPOK, INC. | PAGER USE | 89.40 |
| | JPMORGAN CHASE BANK | TRANSCO-FIELD PPE | 16.67 |
| | JPMORGAN CHASE BANK | TRANSCO-GLOVES | 59.60 |
| | JPMORGAN CHASE BANK | HD SUPPLY- 1 1/2" SETTER | 865.00 |
| | JPMORGAN CHASE BANK | HD SUPPLY-TAPPING SADDLES | 816.80 |
| | JPMORGAN CHASE BANK | HD SUPPLY-1 1/2" REGISTER | 156.00 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 55.02 |
| | JPMORGAN CHASE BANK | LOWES-WATER HOSE/NOZZLE | 42.94 |
| | JPMORGAN CHASE BANK | BROWN FARMS-SOD | 95.00 |
| | JPMORGAN CHASE BANK | HD SUPPLY-METER CAN | 156.88 |
| | JPMORGAN CHASE BANK | HD SUPPLY-TAPPING SADDLES | 304.00 |
| | CITY OF TULSA UTILITIES | WATER | 79,139.03 |
| | CITY OF TULSA UTILITIES | WATER | 110,955.21 |

Claims List

3/1/2016

| Budget Unit Title | Vendor Name | Payable Description | Payment Amount |
|-----------------------------------|-------------------------------|---------------------------|-------------------|
| WATER... | JPMORGAN CHASE BANK | HD SUPPLY-SADDLES/SETTERS | 2,751.10 |
| | JPMORGAN CHASE BANK | HD SUPPLY-LOCK KEYS | 39.69 |
| | TWIN CITIES READY MIX, INC | CONCRETE | 96.00 |
| | OWASSO TOP SOIL | DIRT FOR DRESS UPS | 65.00 |
| | CITY OF TULSA DEPT OF FINANCE | LAB SERVICES | 420.00 |
| | HD SUPPLY WATERWORKS, LTD. | WATER METERS - METER REPL | 1,089.00 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 55.02 |
| TOTAL WATER | | | 197,937.72 |
| WASTEWATER TREATMENT | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 96.09 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 96.11 |
| | JPMORGAN CHASE BANK | LOCKE SUPPLY-FITTING | 9.76 |
| | JPMORGAN CHASE BANK | OREILLY AUTO-SUPPLIES | 561.40 |
| | JPMORGAN CHASE BANK | HACH COMPANY-SUPPLIES | 452.95 |
| | JPMORGAN CHASE BANK | HACH COMPANY-SUPPLIES | 146.69 |
| | JPMORGAN CHASE BANK | HACH COMPANY-TUBING | 203.79 |
| | JPMORGAN CHASE BANK | NCL OF WISC-SUPPLIES | 32.03 |
| | JPMORGAN CHASE BANK | NCL OF WISC-SUPPLIES | 432.46 |
| | SPOK, INC. | PAGER USE | 17.78 |
| | JPMORGAN CHASE BANK | HUTHER & ASSOC-MONITORING | 925.00 |
| | JPMORGAN CHASE BANK | FEDEX-SHIPPING COST | 39.90 |
| | JPMORGAN CHASE BANK | HOME DEPOT-FITTINGS | 28.88 |
| | JPMORGAN CHASE BANK | INTERSTATE-BATTERIES | 11.75 |
| | JPMORGAN CHASE BANK | INTERSTATE-BATTERIES | 11.95 |
| | JPMORGAN CHASE BANK | BLUE WHITE IND-FITTING | 22.22 |
| | JPMORGAN CHASE BANK | INSTRUMENT & SPLY-UV PART | 197.11 |
| | JPMORGAN CHASE BANK | TRANSCO-FIELD PPE | 16.67 |
| | JPMORGAN CHASE BANK | SAMSClub-SUPPLIES | 13.38 |
| | JPMORGAN CHASE BANK | FASTENAL-HEXBAR/MARKERS | 26.69 |
| | AEP/PSO | ELECTRIC USE | 24,106.76 |
| TOTAL WASTEWATER TREATMENT | | | 27,449.37 |
| WASTEWATER COLLECTIONS | AEP/PSO | ELECTRIC USE | 5,014.96 |
| | JPMORGAN CHASE BANK | LOWES-TOTES | 5.96 |
| | JPMORGAN CHASE BANK | TRANSCO-FIELD PPE | 16.67 |
| | JPMORGAN CHASE BANK | P & K EQUIP-MUFFLER | 91.66 |
| | JPMORGAN CHASE BANK | FASTENAL-SUPPLIES | 11.00 |
| | JPMORGAN CHASE BANK | LOWES-SUPPLIES | 29.92 |
| | JPMORGAN CHASE BANK | LOWES-PARTS | 38.37 |
| | JPMORGAN CHASE BANK | AMERIFLEX-SUPPLIES | 95.90 |
| | SPOK, INC. | PAGER USE | 53.84 |
| | JPMORGAN CHASE BANK | LOWES-PARTS | 16.72 |
| | JPMORGAN CHASE BANK | HD SUPPLY-SUPPLIES | 165.00 |
| | JPMORGAN CHASE BANK | HD SUPPLY-RISER AND LID | 117.32 |

Claims List

3/1/2016

| Budget Unit Title | Vendor Name | Payable Description | Payment Amount |
|-------------------------------------|------------------------------------|-------------------------|-----------------|
| WASTEWATER COLLECTIONS | JPMORGAN CHASE BANK | HD SUPPLY-RISER | 81.50 |
| | JPMORGAN CHASE BANK | J&R EQUIPMENT-SUPPLIES | 361.90 |
| | JPMORGAN CHASE BANK | LOCKE SUPPLY-SUPPLIES | 62.34 |
| | JPMORGAN CHASE BANK | GRAINGER-LIGHT FIXTURE | 267.75 |
| | JPMORGAN CHASE BANK | J&R EQUIPMENT-PARTS | 102.31 |
| | JPMORGAN CHASE BANK | HD SUPPLY-REFUND | -33.32 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 70.40 |
| | JAMES A. OZBUN | REPAIRS | 2,700.00 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 48.65 |
| TOTAL WASTEWATER COLLECTIONS | | | 9,318.85 |
| REFUSE COLLECTIONS | JPMORGAN CHASE BANK | FASTENAL-PARTS | 3.41 |
| | JPMORGAN CHASE BANK | BUMPER2BUMPER-PIN PUNCH | 3.49 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 41.71 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 44.11 |
| | UNITED STATES CELLULAR CORPORATION | PW CELL PHONES | 51.48 |
| | JPMORGAN CHASE BANK | FLEET PRIDE-FITTINGS | 17.45 |
| | COVANTA LANCASTER, INC | REFUSE TIPPING FEES | 4,785.06 |
| | UNITED ENGINES, LLC | REPAIR GRABBER ON TRUCK | 1,718.02 |
| | FLEET SERVICE OF TULSA, INC | SERVICE & REPAIR | 2,485.25 |
| | FLEET SERVICE OF TULSA, INC | SERVICE & REPAIR | 1,752.52 |
| | FLEET SERVICE OF TULSA, INC | SERVICE & REPAIR | 780.76 |
| | FLEET SERVICE OF TULSA, INC | SERVICE & REPAIR | 4,411.97 |
| | JPMORGAN CHASE BANK | AUTO ZONE-TOOLS | 15.99 |
| | JPMORGAN CHASE BANK | LOWES-PAINT SUPPLIES | 34.14 |
| | JPMORGAN CHASE BANK | ANCHOR PAINT-PAINT | 154.85 |
| | JPMORGAN CHASE BANK | BUMP2BUMP-OIL ABSORBANT | 183.00 |
| | JPMORGAN CHASE BANK | BUMP2BUMP-SOCKET | 3.49 |
| | JPMORGAN CHASE BANK | TRANSCO-FIELD PPE | 16.65 |
| | JPMORGAN CHASE BANK | STEVES WHOLESALE-WRENCH | 51.67 |
| | JPMORGAN CHASE BANK | LOWES-DEBRIS SCREEN | 7.48 |
| | SPOK, INC. | PAGER USE | 62.23 |
| | JPMORGAN CHASE BANK | LOWES-SUPPLIES | 31.78 |
| | TOTAL REFUSE COLLECTIONS | | |
| RECYCLE CENTER | JPMORGAN CHASE BANK | LOWES-KEYS | 15.76 |
| | JPMORGAN CHASE BANK | BURNS PROPANE-PROPANE | 97.58 |
| | AEP/PSO | ELECTRIC USE | 68.58 |
| | JPMORGAN CHASE BANK | WASTE MGMT-TIPPING FEES | 832.95 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 11.05 |
| | ORI RECOVERY, INC | USED OIL COLLECTION FEE | 80.00 |
| | UNIFIRST HOLDINGS LP | UNIFORM CLEANING | 11.05 |

Claims List

3/1/2016

| Budget Unit Title | Vendor Name | Payable Description | Payment Amount |
|--------------------------------------|--------------------------------|-------------------------|---------------------|
| TOTAL RECYCLE CENTER | | | 1,116.97 |
| OPWA DEBT SERVICE | BANCFIRST | ORF-99-0008-L/99B | 3,630.52 |
| | BANCFIRST | FAP-01-0003-L/01C | 6,484.12 |
| | BANCFIRST | ORF-09-0003-CW/09B | 55,960.39 |
| | BANCFIRST | 874320013/13-06DW | 28,993.67 |
| | BANCFIRST | 874317019/06 NOTE | 35,690.09 |
| | BANCFIRST | FAP-12-0011-L/12-02B | 32,000.00 |
| | BANCFIRST | FAP-10-0002-L/10 | 7,255.81 |
| | BANCFIRST | ORF-01-0002-L/01B | 11,978.27 |
| | BANCFIRST | ORF-09-0007-CW/09C | 23,361.35 |
| | BANCFIRST | ORF-10-0014-CW/SANTA FE | 14,375.73 |
| | BANCFIRST | 800472011/RANCH CR | 25,377.32 |
| | TOTAL OPWA DEBT SERVICE | | |
| FUND GRAND TOTAL | | | 530,054.56 |
| OPWA STF DEBT SERVICE | BANCFIRST | 874405004/2008 | 100,280.00 |
| TOTAL OPWA STF DEBT SERVICE | | | 100,280.00 |
| FUND GRAND TOTAL | | | 100,280.00 |
| OPWA ST SUB - DEBT SERV | SF SHOPS INVESTORS, L.P. | DEVELOPMENT AGREEMENT | 79,957.48 |
| TOTAL OPWA ST SUB - DEBT SERV | | | 79,957.48 |
| FUND GRAND TOTAL | | | 79,957.48 |
| OPWA GRAND TOTAL | | | \$710,292.04 |

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 02/20/16

| <u>Department</u> | <u>Payroll Expenses</u> | <u>Total Expenses</u> |
|-----------------------|-------------------------|-----------------------|
| OPWA Administration | 10,528.57 | 15,646.40 |
| Utility Billing | 5,464.00 | 9,641.51 |
| Water | 13,928.95 | 23,988.81 |
| Wastewater | 13,261.29 | 22,910.63 |
| Wastewater Collection | 8,841.94 | 14,561.06 |
| Refuse | 11,814.38 | 18,734.66 |
| Recycle Center | 984.00 | 1,573.61 |
| <u>FUND TOTAL</u> | <u>64,823.13</u> | <u>107,056.68</u> |