

PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC WORKS AUTHORITY

RECEIVED
APR 01 2016
City Clerk's Office

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, April 5, 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 – March 15, 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 3/19/2016
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, April 1, 2016.



Sherry Bishop City Clerk

OWASSO PUBLIC WORKS AUTHORITY

MINUTES OF REGULAR MEETING

Tuesday, March 15, 2016

The Owasso Public Works Authority met in regular session on Tuesday, March 15, 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, March 11, 2016.

1. Call to Order

Chair Jeri Moberly called the meeting to order at 8:16 pm.

2. Roll Call

Present

Absent

Chair – Jeri Moberly

None

Vice-Chair – Lyndell Dunn

Trustee – Doug Bonebrake

Trustee – Bill Bush

Trustee – Chris Kelley

A quorum was declared present.

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

- March 1, 2016, Regular Meeting
- March 8, 2016, Regular Meeting

B. Approve claims

Mr. Bonebrake moved, seconded by Mr. Dunn to approve the Consent Agenda with claims totaling \$79,475.55.

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. Consideration and appropriate action relating to Resolution 2016-01, endorsing a fee schedule for the Industrial Wastewater Pretreatment Program and Fats, Oils and Grease (FOG) Management Program and establishing an effective date

Travis Blundell presented the item recommending approval of Resolution 2016-01.

There were no comments or questions from the audience. After discussion, Mr. Bush moved, seconded by Mr. Bonebrake to approve Resolution 2016-01, as recommended.

YEA: Bonebrake, Bush, Dunn, Kelley, Moberly

NAY: None

Motion carried: 5-0

6. Report from OPWA Manager

None

7. Report from OPWA Attorney

None

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

- Payroll Payment Reports:
 - Pay Period Ending Date 3/5/16
- Monthly Budget Status Report – February 2016

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

None

10. Adjournment

Mr. Bonebrake moved, seconded by Mr. Dunn to adjourn the meeting.

YEA: Bonebrake, Bush, Dunn, Kelley, Moberly

NAY: None

Motion carried 5-0 and the meeting adjourned at 8:21 pm.

Jeri Moberly, Chair

Lisa Wilson, Minute Clerk

Claims List

4/5/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	276.89
TOTAL OPWA			276.89
OPWA ADMINISTRATION	JPMORGAN CHASE BANK	SAMS INTERNET-CHAIR	199.86
	JPMORGAN CHASE BANK	LOWES-LIGHT BULBS	37.98
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	28.92
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	26.92
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE	229.08
	JPMORGAN CHASE BANK	SAMS-OFFICE CHAIR	199.86
	AT&T	LONG DISTANCE PHONE BILL	5.98
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	13.98
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	15.92
	AEP/PSO	ELECTRIC USE	1,358.97
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	55.97
	AT&T	CONSOLIDATED PHONE BILL	146.43
	CITY OF OWASSO	ADMINISTRATIVE OVERHEAD	15,416.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	29.02
TOTAL OPWA ADMINISTRATION			17,764.89
UTILITY BILLING	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	2,574.37
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	3,284.51
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	1,386.99
	TYRONE EUGENE DINKINS	METER READER	231.75
	TYRONE EUGENE DINKINS	METER READER	101.70
	TODD C. KIMBALL	METER READER	862.20
	TODD C. KIMBALL	METER READER	534.60
	JPMORGAN CHASE BANK	OFFICE DEPOT-BATTERY BKUP	179.99
	JPMORGAN CHASE BANK	AMAZON-FN-UB RECEIPT PRTR	210.43
TOTAL UTILITY BILLING			9,366.54
WATER	SPOK, INC.	PAGER USE	89.40
	JPMORGAN CHASE BANK	OPS SALES COMPANY-PIPE	336.00
	VERDIGRIS VALLEY ELECTRIC COOP	WATER CONTROL ELECTRIC	30.60
	JPMORGAN CHASE BANK	HD SUPPLY-SUPPLIES	2,220.00
	JPMORGAN CHASE BANK	LOWES-KNEE PADS	15.96
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	71.00
	JPMORGAN CHASE BANK	LOWES-CONCRETE	136.72
	CITY OF TULSA UTILITIES	WATER	80,311.97
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	55.02
	AEP/PSO	ELECTRIC USE	580.05
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	55.02
	JPMORGAN CHASE BANK	NSC-MASK FIT TESTING	353.40
	JPMORGAN CHASE BANK	GRAINGER-PPE	16.51

Claims List

4/5/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WATER...	JPMORGAN CHASE BANK	YELLOWHOUSE-PARTS	1,838.38
	JPMORGAN CHASE BANK	OREILLY-WINDOW HANDLE	21.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	55.02
	JPMORGAN CHASE BANK	HD SUPPLY-12" RESETTER	92.40
	JPMORGAN CHASE BANK	HD SUPPLY-SAW	1,050.00
	JPMORGAN CHASE BANK	QUIK SERVICE-STEEL	134.58
	JPMORGAN CHASE BANK	EQUIPMENT ONE-RENTAL	125.00
	JPMORGAN CHASE BANK	HD SUPPLY-BARREL LOCK KEY	39.69
	JPMORGAN CHASE BANK	HD SUPPLY-3 INCH REGISTER	156.00
	JPMORGAN CHASE BANK	LOWES-LOCKS	29.98
	JPMORGAN CHASE BANK	HARBOR FREIGHT-TOOLS	104.37
	JPMORGAN CHASE BANK	J QUINTON-REPAIR SUPPLIES	125.00
	JPMORGAN CHASE BANK	A1 AUTO-02 CHEVY DOOR	250.00
	JPMORGAN CHASE BANK	ATWOOD-C-CLAMPS	29.98
	CITY OF TULSA UTILITIES	WATER	113,653.65
	JPMORGAN CHASE BANK	HD SUPPLY-WATER METERS	1,129.40
	TOMMY E. KITCHEN	WATER MODEL UPDATE	15,934.16
	TOTAL WATER		
SPORTSPARK WATER LINE EXT	HD SUPPLY WATERWORKS, LTD.	SPORTSPARK WATERLINE PIPE	2,270.49
	HD SUPPLY WATERWORKS, LTD.	HYDRANTS/END SEALS	1,859.90
	HD SUPPLY WATERWORKS, LTD.	SPORTSPARK WATERLINE PIPE	4,665.75
	HD SUPPLY WATERWORKS, LTD.	SPORTSPARK WATERLINE PIPE	10,800.00
	HD SUPPLY WATERWORKS, LTD.	COUPLING	170.60
TOTAL SPORTSPARK WATER LINE EXT			19,766.74
WASTEWATER TREATMENT	JPMORGAN CHASE BANK	ROYAL FILTER MFG-FILTERS	324.27
	JPMORGAN CHASE BANK	ROYAL FILTER MFG-FILTERS	399.15
	SPOK, INC.	PAGER USE	17.78
	AEP/PSO	ELECTRIC USE	22,096.97
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	10.24
	JPMORGAN CHASE BANK	STEVES WHOLESALE-SUPPLIES	78.45
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	2.94
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	16.36
	AT&T	LONG DISTANCE PHONE BILL	2.53
	JPMORGAN CHASE BANK	BUMP2BUMP-CABLE TIES	27.99
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REMOVAL	3,340.37
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	25.10
	JPMORGAN CHASE BANK	HACH-TESTING SUPPLIES	310.03
	JPMORGAN CHASE BANK	HACH-PIPET TIPS	60.94
	JPMORGAN CHASE BANK	AQUAFIX-TESTING	550.00
	JPMORGAN CHASE BANK	NCL OF WISC-LAB SUPPLIES	163.92
	JPMORGAN CHASE BANK	NCL OF WISC-LAB SUPPLIES	1,271.59
	JPMORGAN CHASE BANK	LOWES-TOOLS	87.73

Claims List

4/5/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WASTEWATER TREATMENT...	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	18.71
	JPMORGAN CHASE BANK	WINFIELD-CHEMICALS	425.24
	JPMORGAN CHASE BANK	GRAINGER-SAFETY GLASSES	5.00
	JPMORGAN CHASE BANK	GRAINGER-FLASHLIGHT BULB	1.00
	JPMORGAN CHASE BANK	ATWOODS-STEEL TOE BOOTS	99.94
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	76.09
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	73.20
	JPMORGAN CHASE BANK	ATWOOD-EXTENSION CORD	24.99
	JPMORGAN CHASE BANK	MYBINDING-BINDING	13.94
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REMOVAL	3,642.11
	JPMORGAN CHASE BANK	NORTHERN SAFETY-MONITOR	2,784.86
	JPMORGAN CHASE BANK	PUMPS & CONTROLS-VALVE	59.02
	JPMORGAN CHASE BANK	FASTENAL-HARDWARE	51.58
	JPMORGAN CHASE BANK	NCL OF WISC-TIMERS	58.11
	JPMORGAN CHASE BANK	HACH CO-SUPPLIES	105.20
	JPMORGAN CHASE BANK	GREEN COUNTRY-TESTING	50.00
	JPMORGAN CHASE BANK	GREEN COUNTRY-TESTING	140.00
	JPMORGAN CHASE BANK	CINTAS-FIRST AID KIT	250.40
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	71.36
	JPMORGAN CHASE BANK	GRAINGER-PPE	16.51
	JPMORGAN CHASE BANK	NSC-MASK FIT TESTING	133.40
	GREELEY & HANSEN, LLC LBX 619776	ENGIENEERING SERVICES	3,319.75
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	60.69
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	30.96
	JPMORGAN CHASE BANK	NORTHERN SAFETY CO-GLOVES	48.03
	JPMORGAN CHASE BANK	HACH CO-BUFFER SOLUTION	117.24
	JPMORGAN CHASE BANK	HACH CO-PIPET	360.43
	JPMORGAN CHASE BANK	HACH CO-SUPPLIES	154.94
	JPMORGAN CHASE BANK	BUMP2BUMP-HYDRAULIC FLUID	35.00
	JPMORGAN CHASE BANK	AT&T	CONSOLIDATED PHONE BILL
TOTAL WASTEWATER TREATMENT			41,078.37
WASTEWATER COLLECTIONS	SPOK, INC.	PAGER USE	66.84
	JPMORGAN CHASE BANK	NORTHERN SAFETY-SENSOR	301.76
	JPMORGAN CHASE BANK	EQUIPMENT ONE-CORE DRILL	108.75
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	45.85
	JPMORGAN CHASE BANK	LOCKE SUPPLY-HOLE SAW KIT	29.14
	JPMORGAN CHASE BANK	GRAINGER-PPE	16.51
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	45.85
	JPMORGAN CHASE BANK	J & R EQUIP-CAMERA REPAIR	1,197.95
	JPMORGAN CHASE BANK	J & R EQUIP-CAMERA REPAIR	1,808.76
	JACQUELYN BROOKE KONONCHUK	CONSULTING SERVICES	4,505.00
	JPMORGAN CHASE BANK	HD SUPPLY-SEWER LINE PART	67.44
	JPMORGAN CHASE BANK	HD SUPPLY-REPAIR MATERIAL	102.47

Claims List

4/5/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WASTEWATER COLLECTIONS	JPMORGAN CHASE BANK	LOWES-PARTS	49.04
	JPMORGAN CHASE BANK	WALMART-STORAGE BOX	17.88
	JPMORGAN CHASE BANK	EVANS ENTERPRISE-SEAL KIT	635.39
	JPMORGAN CHASE BANK	ATWOODS-SUPPLIES	24.99
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	71.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	45.85
	JPMORGAN CHASE BANK	NSC-MASK FIT TESTING	463.40
	AEP/PSO	ELECTRIC USE	3,915.20
	JPMORGAN CHASE BANK	ATWOODS-SUPPLIES	13.97
	VERDIGRIS VALLEY ELECTRIC COOP	COFFEE CREEK ELECTRIC	686.72
	JPMORGAN CHASE BANK	REXEL-RELAY	209.39
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	11.14
	JPMORGAN CHASE BANK	HD SUPPLY-SUPPLIES	87.18
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	3.78
	VERDIGRIS VALLEY ELECTRIC COOP	GARRETT CREEK ELECTRIC	159.39
	VERDIGRIS VALLEY ELECTRIC COOP	GARRETT CREEK ELECTRIC	250.92
	TOTAL WASTEWATER COLLECTIONS		
REFUSE COLLECTIONS	JPMORGAN CHASE BANK	FLEET PRIDE-CONNECTORS	12.00
	JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES	9.49
	JPMORGAN CHASE BANK	TORT CLAIM	25.00
	JPMORGAN CHASE BANK	AMERIFLEX-HOSE	9.00
	JPMORGAN CHASE BANK	LOWES-PLYWOOD	245.70
	JPMORGAN CHASE BANK	OLD DOMINION-CURB BROOMS	1,227.66
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	52.70
	JPMORGAN CHASE BANK	OREILLY-OIL	23.98
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	41.71
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	71.00
	JPMORGAN CHASE BANK	LOWES-SCREWS	24.17
	COVANTA LANCASTER, INC	REFUSE TIPPING FEES	5,315.15
	JPMORGAN CHASE BANK	LOWES-SCREWS	8.90
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	3.22
	JPMORGAN CHASE BANK	P & K EQUIP-BATTERY	142.30
	JPMORGAN CHASE BANK	ANCHOR PAINT-PAINT	154.85
	JPMORGAN CHASE BANK	LOWES-PAINT SUPPLIES	23.80
	JPMORGAN CHASE BANK	BUMP2BUMP-DEF FLUID	33.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	41.71
	JPMORGAN CHASE BANK	GRAINGER-PPE	16.48
	JPMORGAN CHASE BANK	MACS-HYD CYLINDER REBUILD	877.25
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	41.71
	CRANE CARRIER COMPANY	SENSOR	143.71
	SPOK, INC.	PAGER USE	64.73
	AT&T	CONSOLIDATED PHONE BILL	10.72

Claims List

4/5/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
TOTAL REFUSE COLLECTIONS			8,619.94
RECYCLE CENTER	AT&T	CONSOLIDATED PHONE BILL	10.72
	ORI RECOVERY, INC	USED OIL COLLECTION FEE	80.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	11.05
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	11.05
	JPMORGAN CHASE BANK	WASTE MGMT-TIPPING FEES	1,178.28
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	11.05
	AEP/PSO	ELECTRIC USE	74.47
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FEE	1,015.07
TOTAL RECYCLE CENTER			2,391.69
OPWA DEBT SERVICE	BANCFIRST	874317019/06 NOTE	35,690.09
	BANCFIRST	FAP-01-0003-L/01C	6,463.43
	BANCFIRST	FAP-10-0002-L/10	7,208.19
	BANCFIRST	ORF-01-0002-L/01B	11,939.78
	BANCFIRST	ORF-99-0008-L/99B	3,618.14
	BANCFIRST	ORF-09-0007-CW/09C	23,361.34
	BANCFIRST	FAP-12-0011-L/12-02B	31,996.57
	BANCFIRST	ORF-09-0003-CW/09B	55,960.40
	BANCFIRST	874320013/13-06DW	28,795.97
	BANCFIRST	ORF-10-0014-CW/SANTA FE	14,375.74
	BANCFIRST	800472011/RANCH CR	25,377.32
	TOTAL OPWA DEBT SERVICE		
FUND GRAND TOTAL			578,033.85
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	52,180.77
TOTAL OPWA ST SUB - DEBT SERV			52,180.77
FUND GRAND TOTAL			52,180.77
OPWA GRAND TOTAL			\$730,494.62

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 03/19/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
OPWA Administration	9,971.49	14,941.12
Utility Billing	5,593.60	8,933.78
Water	14,182.88	24,526.82
Wastewater	12,168.59	21,607.81
Wastewater Collection	8,705.54	14,405.84
Refuse	12,218.38	19,186.18
Recycle Center	984.00	1,573.23
FUND TOTAL	63,824.48	105,174.78