

PUBLIC NOTICE OF THE MEETING OF THE  
**OWASSO PUBLIC WORKS AUTHORITY**

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City Clerk's Office

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Council Chambers, Old Central Building  
109 N Birch, Owasso, OK 74055  
Regular Meeting  
Tuesday, June 7, 2016 – 6:30 pm

1. **Call to Order**  
Chair Lyndell Dunn
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:
    - May 17, 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 Reports:
    - o Pay Period Ending Date 5/14/16
    - o Pay Period Ending Date 5/28/16
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 the Agenda posted at City Hall bulletin board at 6:00 pm on Friday, June 3, 2016.

  
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Sherry Bishop, City Clerk

# OWASSO PUBLIC WORKS AUTHORITY

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## MINUTES OF REGULAR MEETING

Tuesday, May 17, 2016

The Owasso Public Works Authority met in regular session on Tuesday, May 17, 2016 in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted on the City Hall bulletin board at 6:00 pm on Friday, May 13, 2016.

**1. Call to Order**

Chair Lyndell Dunn called the meeting to order at 9:37 pm.

**2. Roll Call**

Present	Absent
Chair – Lyndell Dunn	None

Vice-Chair – Chris Kelley

Trustee – Doug Bonebrake

Trustee – Bill Bush

Trustee – Jeri Moberly

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:**

- May 3, 2016, Regular Meeting
- May 10, 2016, Regular Meeting

**B. Approve claims**

Dr. Kelley moved, seconded by Mr. Bush to approve the Consent Agenda with claims totaling \$291,787.19.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

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 4/30/16
- Monthly Budget Status Report – April 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. Bush to adjourn the meeting.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried 5-0 and the meeting adjourned at 9:38 pm.

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Lyndell Dunn, Chair

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Juliann M. Stevens, Minute Clerk

## Claims List

6/7/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	77.74
<b>TOTAL OPWA</b>			<b>77.74</b>
OPWA ADMINISTRATION	JPMORGAN CHASE BANK	PAGERS DIRECT-PAGER PARTS	69.50
	JPMORGAN CHASE BANK	HOBBY LOBBY-HOLE PUNCH	21.99
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	24.96
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	27.52
	JPMORGAN CHASE BANK	MEETING EXPENSE	41.22
	JPMORGAN CHASE BANK	MEETING EXPENSE	102.90
	AT&T	LONG DISTANCE PHONE BILL	7.55
	JPMORGAN CHASE BANK	MEETING EXPENSE	104.12
	AEP/PSO	ELECTRIC USE	793.55
	CITY OF OWASSO	ADMINISTRATIVE OVERHEAD	15,416.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	36.42
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	34.42
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	36.42
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	56.58
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM	208.68
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	11.98
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	40.28
	JPMORGAN CHASE BANK	LOWES-PHOTOCELL	9.98
	JPMORGAN CHASE BANK	LOWES-WIRE	66.59
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	35.07
	JPMORGAN CHASE BANK	SAMS CLUB-SUPPLIES	200.10
<b>TOTAL OPWA ADMINISTRATION</b>			<b>17,345.83</b>
UTILITY BILLING	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	2,287.12
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	1,598.08
	TYRONE EUGENE DINKINS	METER READER	222.75
	JPMORGAN CHASE BANK	POSPAPER-RECEIPT PAPER	57.95
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	1,369.09
	TYRONE EUGENE DINKINS	METER READER	100.80
	TODD C. KIMBALL	METER READER	538.20
<b>TOTAL UTILITY BILLING</b>			<b>6,173.99</b>
WATER	JPMORGAN CHASE BANK	GRAINGER-PPE	27.39
	JPMORGAN CHASE BANK	YELLOWHOUSE-PARTS	229.30
	JPMORGAN CHASE BANK	YELLOWHOUSE-PARTS	63.78
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	35.94
	JPMORGAN CHASE BANK	HARBOR FREIGHT-HAMMER	36.98
	SPOK, INC.	PAGER USE	96.73
	AEP/PSO	ELECTRIC USE	401.48
	JPMORGAN CHASE BANK	HD SUPPLY-REGISTERS	341.20

## Claims List

6/7/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WATER...	JPMORGAN CHASE BANK	YELLOWHOUSE-PARTS	445.18
	JPMORGAN CHASE BANK	HD SUPPLY-HYDRANT NOZZLE	162.84
	JPMORGAN CHASE BANK	HD SUPPLY-METER CAN	446.28
	JPMORGAN CHASE BANK	HD SUPPLY-SETTER & METER	1,762.68
	JPMORGAN CHASE BANK	UTILITY SPLY- TAP SADDLE	76.76
	JPMORGAN CHASE BANK	HD SUPPLY-METERS/SETTERS	2,259.50
	JPMORGAN CHASE BANK	HD SUPPLY-REGISTERS	468.00
	JPMORGAN CHASE BANK	YELLOWHOUSE-RETURN	-322.00
	JPMORGAN CHASE BANK	LOWES-DRILL BIT SET	12.98
	JET TRUCKING, LLC	DIRT	40.00
	JPMORGAN CHASE BANK	SAMS CLUB-CORDLESS DRILL	149.95
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	55.02
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	55.02
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	55.02
<b>TOTAL WATER</b>			<b>6,900.03</b>
SPORTSPARK WATER LINE EXT	HD SUPPLY WATERWORKS, LTD.	MATERIALS - SPORTS PARK	1,665.35
	JPMORGAN CHASE BANK	HD SUPPLY-COUPINGS	312.00
<b>TOTAL SPORTSPARK WATER LINE EXT</b>			<b>1,977.35</b>
WASTEWATER TREATMENT	JPMORGAN CHASE BANK	NCL OF WISC-SUPPLIES	206.33
	JPMORGAN CHASE BANK	LOWES-TOOLS	45.90
	JPMORGAN CHASE BANK	KOMLINE-BEARINGS	3,853.45
	JPMORGAN CHASE BANK	FASTENAL-DRILL BITS	49.97
	JPMORGAN CHASE BANK	HACH-PARTS	56.01
	JPMORGAN CHASE BANK	HACH-COD TEST SUPPLIES	97.37
	JPMORGAN CHASE BANK	HACH-AMMONIA TESTING	317.96
	JPMORGAN CHASE BANK	HD SUPPLY-COUPINGS	5.90
	JPMORGAN CHASE BANK	ENVIRONMENTAL RES-TESTING	892.24
	JPMORGAN CHASE BANK	GRAINGER-PPE	27.39
	JPMORGAN CHASE BANK	GREEN CO TEST-TESTING	100.00
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	7.48
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REMOVAL	1,413.39
	JPMORGAN CHASE BANK	LOWES-BATTERIES	99.00
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	23.88
	JPMORGAN CHASE BANK	HACH CO-TESTING SUPPLIES	289.67
	JPMORGAN CHASE BANK	HACH CO-TESTING SUPPLIES	97.37
	JPMORGAN CHASE BANK	METRO MACHINE-REPAIR	950.00
	AEP/PSO	ELECTRIC USE	22,492.42
	SPOK, INC.	PAGER USE	17.78
	JPMORGAN CHASE BANK	HD SUPPLY-SUPPLIES	51.30
	AT&T	LONG DISTANCE PHONE BILL	1.35
	JPMORGAN CHASE BANK	LOWES-FITTINGS	9.98
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	72.61

## Claims List

6/7/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WASTEWATER TREATMENT...	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	51.70
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	61.94
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	23.50
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	11.03
	JPMORGAN CHASE BANK	KOMLINE-DRIVE GEARS	3,584.66
	JPMORGAN CHASE BANK	KOMLINE-ROLLER BEARINGS	1,164.70
	JPMORGAN CHASE BANK	OREILLY-TIRE AIR CHUCK	7.57
	JPMORGAN CHASE BANK	LOWES-GAUGES/REGULATORS	79.88
	JPMORGAN CHASE BANK	LOWES-PARTS	40.24
	JPMORGAN CHASE BANK	SAMS CLUB-SUPPLIES	49.21
	JPMORGAN CHASE BANK	LOWES-HOSE REEL/DRILL BIT	131.52
	JPMORGAN CHASE BANK	LOWES-AIR HOSE REEL	91.37
	JPMORGAN CHASE BANK	FULLERTON-OXYGEN	25.50
	<b>TOTAL WASTEWATER TREATMENT</b>		
WASTEWATER COLLECTIONS	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	49.57
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	45.85
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	45.85
	JPMORGAN CHASE BANK	GRAINGER-PPE	27.39
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	45.85
	SPOK, INC.	PAGER USE	53.84
	AEP/PSO	ELECTRIC USE	5,596.31
	JPMORGAN CHASE BANK	HD SUPPLY-MANHOLE REPAIR	508.00
	JPMORGAN CHASE BANK	HD SUPPLY-TOOLS	32.91
<b>TOTAL WASTEWATER COLLECTIONS</b>			<b>6,405.57</b>
REFUSE COLLECTIONS	JPMORGAN CHASE BANK	KIMS INT'L-CYLINDER HOSES	86.96
	JPMORGAN CHASE BANK	KIMS INT'L-HOSES	107.48
	SPOK, INC.	PAGER USE	62.23
	JPMORGAN CHASE BANK	CUMMINS-REPAIR SERVICE	749.16
	JPMORGAN CHASE BANK	BUMPER TO BUMPER-SWITCH	9.99
	JPMORGAN CHASE BANK	BUMPER TO BUMPER-SUPPLIES	45.25
	JPMORGAN CHASE BANK	ATWOOD-JUG/BACKET	49.93
	JPMORGAN CHASE BANK	ATWOOD-GREASE GUNS	23.76
	JPMORGAN CHASE BANK	GRAINGER-PPE	27.36
	JPMORGAN CHASE BANK	BUMPER TO BUMPER-HEADLAMP	9.50
	JPMORGAN CHASE BANK	AMERIFLEX-MAIN AIR LINE	116.00
	JPMORGAN CHASE BANK	ATWOOD-RETURN	-19.94
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	38.16
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	51.47
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	38.16
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	38.16
	JPMORGAN CHASE BANK	KIM'S INT'L-PANEL HOSE	34.79
	JPMORGAN CHASE BANK	GELCO-SAFETY SHOES	125.99

## Claims List

6/7/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
REFUSE COLLECTIONS...	JPMORGAN CHASE BANK	ACADEMY-SAFETY SHOES	119.99
<b>TOTAL REFUSE COLLECTIONS</b>			<b>1,714.40</b>
RECYCLE CENTER	JPMORGAN CHASE BANK	WASTE MGMT-TIPPING FEE	728.75
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	11.05
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	11.05
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	11.05
	JPMORGAN CHASE BANK	WASTE MGMT-TIPPING FEES	861.51
	JPMORGAN CHASE BANK	BUMPER TO BUMPER-HARNES	8.99
	AEP/PSO	ELECTRIC USE	67.55
	JPMORGAN CHASE BANK	LOWES-PARTS	12.08
<b>TOTAL RECYCLE CENTER</b>			<b>1,712.03</b>
OPWA DEBT SERVICE	BANCFIRST	ORF-10-0014-CW/SANTA FE	14,375.74
	BANCFIRST	800472011/RANCH CR	25,377.32
	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	23,865.00
	BANCFIRST	ORF-09-0003-CW/09B	55,960.40
	BANCFIRST	874320013/13-06DW	28,795.97
<b>TOTAL OPWA DEBT SERVICE</b>			<b>236,655.40</b>
<b>FUND GRAND TOTAL</b>			<b>315,463.91</b>
OPWA STF DEBT SERVICE	BANCFIRST	874405004/2008	100,280.00
<b>TOTAL OPWA STF DEBT SERVICE</b>			<b>100,280.00</b>
<b>FUND GRAND TOTAL</b>			<b>100,280.00</b>
OPWA ST SUB - DEBT SERV	SF SHOPS INVESTORS, L.P.	DEVELOPMENT AGREEMENT	59,076.57
<b>TOTAL OPWA ST SUB - DEBT SERV</b>			<b>59,076.57</b>
<b>FUND GRAND TOTAL</b>			<b>59,076.57</b>
<b>OPWA GRAND TOTAL</b>			<b>\$474,820.48</b>

OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 05/14/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
OPWA Administration	10,330.89	15,319.43
Utility Billing	5,529.60	10,205.77
Water	13,598.59	23,554.78
Wastewater	12,121.23	21,497.18
Wastewater Collection	7,835.82	13,173.84
Refuse	12,621.14	19,603.89
Recycle Center	984.00	1,574.62
<u>FUND TOTAL</u>	<u>63,021.27</u>	<u>104,929.51</u>

OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 05/28/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
OPWA Administration	9,936.59	14,869.51
Utility Billing	5,529.60	10,205.76
Water	13,393.75	23,303.77
Wastewater	14,137.32	22,867.65
Wastewater Collection	8,632.18	14,111.27
Refuse	11,607.49	18,459.01
Recycle Center	1,002.45	1,594.40
<u>FUND TOTAL</u>	<u>64,239.38</u>	<u>105,411.37</u>