

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

Council Chambers, Old Central Building
109 N Birch, Owasso, OK 74055
Regular Meeting
Tuesday, September 6, 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:
 - August 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 Reports:
 - o Pay Period Ending Date 8/20/16
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, 200 S Main (west side), at 6:00 pm on Friday, September 6, 2016.



Sherry Bishop City Clerk

OWASSO PUBLIC WORKS AUTHORITY

MINUTES OF REGULAR MEETING Tuesday, August 16, 2016

The Owasso Public Works Authority met in regular session on Tuesday, August 16, 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 at City Hall, 200 S Main (west side), at 6:00 pm on Friday, August 12, 2016.

1. Call to Order

Chair Lyndell Dunn called the meeting to order at 7:30 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

Absent

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:

- August 2, 2016, Regular Meeting
- August 9, 2016, Regular Meeting

B. Approve claims

Ms. Moberly moved, seconded by Mr. Bonebrake to approve the Consent Agenda with claims totaling \$372,725.42.

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. Consideration and appropriate action relating to the purchase of a Lamson Blower for the Wastewater Treatment Plant

Travis Blundell presented the item recommending approval to purchase a remanufactured 1267 Lamson Blower unit in the amount of \$33,605 from the Newman Regency Group of Plano, Texas.

There were no comments from the audience. After discussion, Mr. Bush moved, seconded by Mr. Bonebrake to approve the purchase, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

6. Consideration and appropriate action affirming the rates for water, sewer, and refuse services

Linda Jones presented the item recommending the Authority affirm the rates for water, sewer, and refuse services as adopted by the Council in Resolution 2016-12 for the next five years beginning October 1, 2016.

There were no comments from the audience. Ms. Moberly moved, seconded by Dr. Kelley to affirm the rates for water, sewer, and refuse services, as recommended.

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried: 5-0

7. Report from OPWA Manager

None

8. Report from OPWA Attorney

None

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

- Payroll Payment Reports:
 - Pay Period Ending Date 8/6/16
- Monthly Budget Status Report – July 2016

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

None

11. Adjournment

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

YEA: Bonebrake, Bush, Kelley, Moberly, Dunn

NAY: None

Motion carried 5-0 and the meeting adjourned at 7:39 pm.

Lyndell Dunn, Chair

Lisa Wilson, Minute Clerk

Claims List

9/6/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	29.85
TOTAL OPWA			29.85
OPWA ADMINISTRATION	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	164.99
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	49.81
	AT&T	LONG DISTANCE PHONE BILL	8.08
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM	325.35
	CITY OF OWASSO	ADMINISTRATIVE OVERHEAD	15,416.00
	JPMORGAN CHASE BANK	HOLDERS-LOCK/KEYS	182.95
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	11.47
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	205.99
	JPMORGAN CHASE BANK	KELLYMOORE-PAINT	143.60
	AT&T	CONSOLIDATED PHONE BILL	149.52
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	31.87
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	40.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	59.37
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	34.17
	DALE & LEES SERVICE, INC	A/C REPAIRS	469.00
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	56.57
	HOLDER'S INC.	DOOR LOCKS - ENGINEERING	458.50
	CINTAS CORPORATION	REPLENISH FIRST AID KITS	65.64
	JPMORGAN CHASE BANK	LOWES-PAINT	35.13
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	19.16
	JPMORGAN CHASE BANK	VACUUM SHOP-VACUUM	549.99
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	106.16
	JPMORGAN CHASE BANK	LOWES-PLYWOOD	137.36
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	74.99
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	85.96
	AEP/PSO	ELECTRIC USE	1,445.76
TOTAL OPWA ADMINISTRATION			20,327.39
UTILITY BILLING	JPMORGAN CHASE BANK	AMAZON-KEYBOARD DRAWER	43.90
	JPMORGAN CHASE BANK	AMAZON-CHANGE TRAY	39.98
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	2,292.94
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	1,616.11
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	1,358.44
	TODD C. KIMBALL	METER READER	868.05
	TYRONE EUGENE DINKINS	METER READER	217.35
	TODD C. KIMBALL	METER READER	525.15
	TYRONE EUGENE DINKINS	METER READER	102.15
	JPMORGAN CHASE BANK	SAMSCLUB-SUPPLIES	59.98
TOTAL UTILITY BILLING			7,124.05

Claims List

9/6/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WATER	JPMORGAN CHASE BANK	YELLOWHOUSE-WINDOW PANE	140.66
	JPMORGAN CHASE BANK	YELLOWHOUSE-HOSE/FITTING	251.68
	JPMORGAN CHASE BANK	OPS SALES-PIPE	195.60
	JPMORGAN CHASE BANK	LOWES-DRAIN PIPE	10.16
	JPMORGAN CHASE BANK	LOWES-ROCK	11.64
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	95.00
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	95.00
	JPMORGAN CHASE BANK	TRANSCO SUPPLY-PPE	46.88
	JPMORGAN CHASE BANK	GREENHILL-GRAVEL	916.65
	JPMORGAN CHASE BANK	HD SUPPLY-SUPPLIES	132.00
	JPMORGAN CHASE BANK	HD SUPPLY-REPAIR CLAMPS	206.95
	JPMORGAN CHASE BANK	HD SUPPLY-PIPE	36.00
	JPMORGAN CHASE BANK	HD SUPPLY-COUPLINGS	164.00
	JPMORGAN CHASE BANK	HD SUPPLY-WIRE/TAPE	49.00
	JPMORGAN CHASE BANK	HD SUPPLY-SETTERS/SADDLES	2,954.33
	SPOK, INC.	PAGER USE	89.40
	HD SUPPLY WATERWORKS, LTD.	WATER METERS	90,750.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	50.47
	JPMORGAN CHASE BANK	TRANSCO-PPE	42.29
	CINTAS CORPORATION	REPLENISH FIRST AID KITS	106.88
	OMEGA RAIL MANAGEMENT, INC.	PIPELINE ENCROACHMENT	300.00
	TWIN CITIES READY MIX, INC	CONCRETE	144.00
	TWIN CITIES READY MIX, INC	CONCRETE	812.00
	TWIN CITIES READY MIX, INC	CONCRETE	528.00
	TWIN CITIES READY MIX, INC	CONCRETE	576.00
	LARRY R KORNEGAY	DIRT	30.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	51.47
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	50.47
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	40.00
	JPMORGAN CHASE BANK	GRAINGER-HOSE FITTINGS	4.35
	JPMORGAN CHASE BANK	LEE SUPPLY-CASING	513.55
	JPMORGAN CHASE BANK	LOWES-CLEANER MACHINE	47.98
	AEP/PSO	ELECTRIC USE	559.11
	TOTAL WATER		
WASTEWATER TREATMENT	AEP/PSO	ELECTRIC USE	26,396.62
	JPMORGAN CHASE BANK	LEATHERMAN TOOL-TOOLS	20.95
	TREASURER PETTY CASH	CDL LICENSE	51.50
	JPMORGAN CHASE BANK	AMERIFLEX-HOSE	280.00
	JPMORGAN CHASE BANK	S.E.W EURODRIVE-MOTOR	1,355.23
	JPMORGAN CHASE BANK	LOWES-FIRE EXTINGUISHER	47.47
	JPMORGAN CHASE BANK	GELCO-BOOTS	170.00
	JPMORGAN CHASE BANK	NCL OF WISC-PIPETS	282.54
	JPMORGAN CHASE BANK	NCL OF WISC-SUPPLIES	56.06

Claims List

9/6/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WASTEWATER TREATMENT...	JPMORGAN CHASE BANK	WILLIAMSON ENGINEER-PARTS	433.25
	JPMORGAN CHASE BANK	WARRENCAT-RENTAL	5,857.38
	JPMORGAN CHASE BANK	NCL WISC-HEATING ELEMENT	720.37
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS	10.79
	JPMORGAN CHASE BANK	STILLWATER MILLING-SEED	599.96
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REMOVE	2,084.88
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	40.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	48.25
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	69.29
	JPMORGAN CHASE BANK	TRANSCO-PPE	42.29
	AT&T	CONSOLIDATED PHONE BILL	65.67
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	52.70
	SPOK, INC.	PAGER USE	17.78
	JPMORGAN CHASE BANK	HD SUPPLY-INSERTS	80.00
	JPMORGAN CHASE BANK	TRANSCO SUPPLY-PPE	46.88
	JPMORGAN CHASE BANK	HACH CO-TUBING	141.79
	JPMORGAN CHASE BANK	HACH CO-TESTING SUPPLIES	109.22
	JPMORGAN CHASE BANK	HAYNES EQUIP-PARTS	1,177.56
	JPMORGAN CHASE BANK	AIR MAC-REPAIR	1,134.00
	JPMORGAN CHASE BANK	DEQ-PERMIT RENEWAL	526.45
	JPMORGAN CHASE BANK	LOWES-PARTS	111.10
	JPMORGAN CHASE BANK	FORT BEND-POLYMER	2,788.00
	AT&T	LONG DISTANCE PHONE BILL	1.19
	JPMORGAN CHASE BANK	DALE & LEES-A/C REPAIR	203.36
	JPMORGAN CHASE BANK	SAMSClub-SUPPLIES	74.64
	JPMORGAN CHASE BANK	N TOOL EQUIP-PUMP	33.98
	TOTAL WASTEWATER TREATMENT		
WASTEWATER COLLECTIONS	JPMORGAN CHASE BANK	CPS-GENERATOR REPAIR	61.95
	JPMORGAN CHASE BANK	REFUND-SALES TAX	-15.04
	JPMORGAN CHASE BANK	EQUIPMENT ONE-REFUND	-15.18
	JPMORGAN CHASE BANK	EQUIPMENT ONE-PROPANE	30.36
	JPMORGAN CHASE BANK	TRANSCO SUPPLY-PPE	46.88
	SPOK, INC.	PAGER USE	53.84
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	66.05
	AEP/PSO	ELECTRIC USE	5,064.69
	JPMORGAN CHASE BANK	TRANSCO-PPE	42.29
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	43.55
	LOT MAINTENANCE OF OKLAHOMA, INC.	VACTOR WORK-SEWER LINE	1,950.00
	LOT MAINTENANCE OF OKLAHOMA, INC.	TV & JETTING	1,300.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	41.30
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	40.00
	JPMORGAN CHASE BANK	LODGING EXPENSE	107.04
	JPMORGAN CHASE BANK	LODGING EXPENSE	92.00

Claims List

9/6/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
WASTEWATER COLLECTIONS	JPMORGAN CHASE BANK	UPS-SHIPPING	326.41
	JPMORGAN CHASE BANK	LOWES-CLEANER	29.99
	JPMORGAN CHASE BANK	LOWES-TOOLS	359.88
	JPMORGAN CHASE BANK	DUKES SALES-DEGREASER	3,000.00
	TREASURER PETTY CASH	TRAVEL EXPENSE	92.00
	TREASURER PETTY CASH	TRAVEL EXPENSE	184.00
	JPMORGAN CHASE BANK	HOME DEPOT-BATTERIES	41.92
	JPMORGAN CHASE BANK	BA ELECTRIC-VENT FAN	1,553.00
	JPMORGAN CHASE BANK	HURCO TECH-TOOLS	186.40
TOTAL WASTEWATER COLLECTIONS			14,683.33
REFUSE COLLECTIONS	JPMORGAN CHASE BANK	BUMP2BUMP-GASKET	4.69
	JPMORGAN CHASE BANK	AMERIFLEX-CLAMPS	49.30
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	40.00
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	33.61
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	34.61
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	51.49
	JPMORGAN CHASE BANK	TRANSCO-PPE	42.31
	JPMORGAN CHASE BANK	KIMS INT'L-HYDRAULIC HOSE	161.47
	AT&T	CONSOLIDATED PHONE BILL	10.95
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	33.61
	COVANTA LANCASTER, INC	REFUSE TIPPING FEES	5,461.96
	FLEET SERVICE OF TULSA, INC	TRUCK REPAIRS	11,719.26
	SPOK, INC.	PAGER USE	62.23
	JPMORGAN CHASE BANK	TRANSCO SUPPLY-PPE	46.88
	JPMORGAN CHASE BANK	ACADEMY SPORTS-BOOTS	79.99
	JPMORGAN CHASE BANK	TULCO OILS-BLUE DEF FLUID	156.93
	AT&T	LONG DISTANCE PHONE BILL	0.09
	JPMORGAN CHASE BANK	FASTENAL-GLOVES/TOOLS	25.53
	JPMORGAN CHASE BANK	FASTENAL-HARDWARE	8.11
	JPMORGAN CHASE BANK	FASTENAL-BOLTS/WASHERS	6.68
	JPMORGAN CHASE BANK	STEVE'S WHOLESALE-STAND	166.98
	CRANE CARRIER COMPANY	PARTS	148.82
	CRANE CARRIER COMPANY	PARTS	613.75
	CRANE CARRIER COMPANY	PARTS	107.67
	CRANE CARRIER COMPANY	PARTS	541.84
	FLEET SERVICE OF TULSA, INC	TRUCK REPAIR	4,666.38
	FLEET SERVICE OF TULSA, INC	TRUCK REPAIR	529.16
	FLEET SERVICE OF TULSA, INC	TRUCK REPAIR	1,200.93
	JPMORGAN CHASE BANK	SOUTHWEST TRAILERS-TARP	154.65
	JPMORGAN CHASE BANK	CRANE CARRIER CO-VALVE	107.67
	JPMORGAN CHASE BANK	CRANE CARRIER CO-PARTS	541.84
	JPMORGAN CHASE BANK	TRAINING EXPENSE	10.00
	JPMORGAN CHASE BANK	KIMS INT'L-HYDRAULIC HOSE	177.88

Claims List

9/6/2016

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
TOTAL REFUSE COLLECTIONS			26,997.27
RECYCLE CENTER	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	6.50
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FEE	905.62
	AT&T	CONSOLIDATED PHONE BILL	10.95
	AEP/PSO	ELECTRIC USE	176.16
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	7.50
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	17.60
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	6.50
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FEE	1,067.82
TOTAL RECYCLE CENTER			2,198.65
OPWA DEBT SERVICE	BANCFIRST	ORF-99-0008-L/99B	3,583.07
	BANCFIRST	FAP-01-0003-L/01C	6,426.53
	BANCFIRST	FAP-10-0002-L/10	7,208.19
	BANCFIRST	ORF-01-0002-L/01B	11,828.79
	BANCFIRST	ORF-09-0007-CW/09C	23,285.99
	BANCFIRST	ORF-09-0003-CW/09B	55,960.39
	BANCFIRST	874320013/13-06DW	28,795.97
	BANCFIRST	ORF-10-0014-CW/SANTA FE	14,304.19
	BANCFIRST	ORF-13-0005-CW/RANCH CR	25,309.70
TOTAL OPWA DEBT SERVICE			176,702.82
FUND GRAND TOTAL			393,196.03
OPWA STF DEBT SERVICE	BANCFIRST	874405004/2008	99,880.83
TOTAL OPWA STF DEBT SERVICE			99,880.83
FUND GRAND TOTAL			99,880.83
OPWA ST SUB - DEBT SERV	SF SHOPS INVESTORS, L.P.	DEVELOPMENT AGREEMENT	57,889.08
	OWASSO INVESTMENT PARTNERS LLC	DEVELOPMENT AGREEMENT-ACA	139,025.49
TOTAL OPWA ST SUB - DEBT SERV			196,914.57
FUND GRAND TOTAL			196,914.57
OPWA GRAND TOTAL			\$689,991.43

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 08/20/16

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
OPWA Administration	10,482.45	15,618.90
Utility Billing	5,651.98	10,753.36
Water	13,739.47	23,689.21
Wastewater	11,121.21	19,478.56
Wastewater Collection	8,515.03	13,902.68
Refuse	12,424.33	19,732.66
Recycle Center	1,035.84	1,625.91
<u>FUND TOTAL</u>	<u>62,970.31</u>	<u>104,801.28</u>