

**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, March 7, 2017, 6:30 pm

RECEIVED
MAR 03 2017
City Clerk's Office *dw*

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:
 - February 21, 2017, 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 – Pay Period Ending Date 2/18/17
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 St, at 6:00 pm on Friday, March 3, 2017.

Sherry Bishop

Sherry Bishop, City Clerk

OWASSO PUBLIC WORKS AUTHORITY

MINUTES OF REGULAR MEETING Tuesday, February 21, 2017

The Owasso Public Works Authority met in regular session on Tuesday, February 21, 2017, 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 St, at 6:00 pm on Friday, February 17, 2017.

1. Call to Order

Chair Lyndell Dunn called the meeting to order at 7:53 pm.

2. Roll Call

Present

Chair – Lyndell Dunn

Trustee – Doug Bonebrake

Trustee – Jeri Moberly

A quorum was declared present.

Absent

Vice-Chair – Chris Kelley

Trustee – Bill Bush

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 7, 2017, Regular Meeting
- February 14, 2017, Regular Meeting

B. Approve claims

Mr. Bonebrake moved, seconded by Ms. Moberly to approve the Consent Agenda with claims totaling \$450,847.71.

YEA: Bonebrake, Moberly, Dunn

NAY: None

Motion carried: 3-0

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

None

5. Consideration and appropriate action relating to the purchase of Service Truck for the Water Division

Travis Blundell presented the item recommending approval to purchase a 2017 Dodge Ram 4500 Crew Cab 4x4 service truck in the amount of \$49,149 from Bob Howard Chrysler Jeep Dodge of Oklahoma City, Oklahoma, per state bid award.

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

YEA: Bonebrake, Moberly, Dunn

NAY: None

Motion carried: 3-0

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 2/4/17
- Monthly Budget Status Report - January 2017

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

Ms. Moberly moved, seconded by Mr. Bonebrake to adjourn the meeting.

YEA: Bonebrake, Moberly, Dunn

NAY: None

Motion carried 3-0 and the meeting adjourned at 7:59 pm.

Lyndell Dunn, Chair

Lisa Wilson, Minute Clerk

Claims List

3/7/2017

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	93.19
TOTAL OPWA			93.19
OPWA ADMINISTRATION	JPMORGAN CHASE BANK	CHAMBER-LUNCHEON	20.00
	TREASURER PETTY CASH	NOTARY RENEWAL	20.00
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	5.76
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	13.30
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	4.16
	AT&T	CONSOLIDATED PHONE BILL	153.49
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	33.47
	CITY OF OWASSO	ADMINISTRATIVE OVERHEAD	15,416.00
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM	504.75
TOTAL OPWA ADMINISTRATION			16,170.93
UTILITY BILLING	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	10.15
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	26.60
	JPMORGAN CHASE BANK	STAMPMAKER-INK	8.45
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	6.36
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	1,523.88
	TYRONE EUGENE DINKINS	METER READER	220.05
	TODD C. KIMBALL	METER READER	522.00
TOTAL UTILITY BILLING			2,317.49
WATER	JPMORGAN CHASE BANK	LOCKE-PLUMBERS PUTTY	1.49
	JPMORGAN CHASE BANK	CORNERSTONE-TOOLS	46.99
	JPMORGAN CHASE BANK	SAV ON-DOOR HANGERS	190.00
	JPMORGAN CHASE BANK	HD SPLY-SUCTION HOSE	113.77
	JPMORGAN CHASE BANK	HD SPLY-METER CAN	245.50
	JPMORGAN CHASE BANK	HD SPLY-SADDLE/METER	1,600.50
	JPMORGAN CHASE BANK	HD SPLY-METER SETTER/CAN	1,622.50
	JPMORGAN CHASE BANK	HD SPLY-METER CAN/PARTS	194.70
	JPMORGAN CHASE BANK	HD SPLY-METER CAN PUMPS	267.00
	SPOK, INC.	PAGER USE	96.53
	JPMORGAN CHASE BANK	TRANSCO-PPE	46.88
	JPMORGAN CHASE BANK	LOWES-SINK PARTS	25.03
	JPMORGAN CHASE BANK	LOWES-SINK STRAINER	20.85
	JPMORGAN CHASE BANK	BUMP2BUMP-HEAT SHRINK	5.14
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	50.87
	CITY OF TULSA DEPT OF FINANCE	LAB ANALYSIS	500.00
	TWIN CITIES READY MIX, INC	CONCRETE	256.25
	TWIN CITIES READY MIX, INC	CONCRETE	96.00
TOTAL WATER			5,380.00

Claims List

3/7/2017

Budget Unit Title	Vendor Name	Payable Description	Payment Amount	
WASTEWATER TREATMENT	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REMOVAL	8,098.03	
	AT&T	CONSOLIDATED PHONE BILL	67.41	
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	68.31	
	JPMORGAN CHASE BANK	FORT BEND-POLYMER	1,422.00	
	JPMORGAN CHASE BANK	FORT BEND-POLYMER	2,788.00	
	JPMORGAN CHASE BANK	HOME DEPOT-SUPPLIES	94.58	
	JPMORGAN CHASE BANK	HOME DEPOT-FITTINGS	5.91	
	JPMORGAN CHASE BANK	HACH-TESTING CHEMICAL	143.80	
	JPMORGAN CHASE BANK	HACH-REAGENTS	228.99	
	JPMORGAN CHASE BANK	HACH-REAGENTS	338.99	
	JPMORGAN CHASE BANK	HACH-PIPETS FOR TESTING	68.58	
	JPMORGAN CHASE BANK	HACH-TESTING	162.83	
	JPMORGAN CHASE BANK	DWYER-FILTER GAUGES	316.55	
	JPMORGAN CHASE BANK	TRANSCO-PPE	46.88	
	SPOK, INC.	PAGER USE	17.74	
	JPMORGAN CHASE BANK	CORNERSTONE-GATE REMOTE	33.24	
	JPMORGAN CHASE BANK	HOME DEPOT-RETURN	-32.98	
	TOTAL WASTEWATER TREATMENT			13,868.86
	WASTEWATER COLLECTIONS	SPOK, INC.	PAGER USE	53.72
JPMORGAN CHASE BANK		TRANSCO-PPE	46.88	
JPMORGAN CHASE BANK		FASTENAL-MATERIALS	1.97	
JPMORGAN CHASE BANK		AUTOZONE-CLEANING SUPPLIE	6.99	
JPMORGAN CHASE BANK		LOWES-MATERIAL FOR TRUCK	18.48	
JPMORGAN CHASE BANK		FASTENAL-MATERIALS	35.06	
JPMORGAN CHASE BANK		KAMAN-JETTER PARTS	28.51	
JPMORGAN CHASE BANK		UPS STORE-SHIPPING	253.67	
JPMORGAN CHASE BANK		ADVANCED IND-CONTACTORS	318.00	
UNIFIRST HOLDINGS LP		UNIFORM CLEANING	42.08	
OMEGA RAIL MANAGEMENT, INC.		PROCESSING FEE	750.00	
JAMES A. OZBUN		MOTOR REPAIR	796.00	
TOTAL WASTEWATER COLLECTIONS			2,351.36	
REFUSE COLLECTIONS	AT&T	CONSOLIDATED PHONE BILL	11.24	
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	33.50	
	JPMORGAN CHASE BANK	GILL EXPRESS-MAINT SERVIC	50.00	
	JPMORGAN CHASE BANK	CUMMINS-09-1 REPAIR/SVC	1,375.59	
	JPMORGAN CHASE BANK	BUMP2BUMP-FUSES	8.08	
	JPMORGAN CHASE BANK	TRANSCO-PPE	46.88	
	SPOK, INC.	PAGER USE	62.09	
	JPMORGAN CHASE BANK	ACADEMY-UNIFORM	79.99	
	JPMORGAN CHASE BANK	FLEET SERVICE-REPAIR	892.57	

Claims List

3/7/2017

Budget Unit Title	Vendor Name	Payable Description	Payment Amount
TOTAL REFUSE COLLECTIONS			2,559.94
RECYCLE CENTER	JPMORGAN CHASE BANK	GRAINGER-BOX CUTTERS	46.76
	JPMORGAN CHASE BANK	FASTENAL-GLOVES/HARDWARE	96.49
	JPMORGAN CHASE BANK	FASTENAL-FASTENERS	87.34
	JPMORGAN CHASE BANK	ATWOODS-TRAILER JACK	59.98
	UNIFIRST HOLDINGS LP	UNIFORM CLEANING	13.24
	AT&T	CONSOLIDATED PHONE BILL	11.24
	OSI ENVIRONMENTAL INC	OIL RECYCLING	125.00
TOTAL RECYCLE CENTER			440.05
OPWA DEBT SERVICE	BANCFIRST	ORF-10-0014-CW/SANTA FE	14,375.74
	BANCFIRST	ORF-13-0005-CW/RANCH CR	25,377.32
	BANCFIRST	ORF-99-0008-L/99B	3,578.54
	BANCFIRST	FAP-01-0003-L/01C	6,404.46
	BANCFIRST	FAP-10-0002-L/10	6,973.16
	BANCFIRST	ORF-01-0002-L/01B	11,824.95
	BANCFIRST	ORF-09-0007-CW/09C	23,361.34
	BANCFIRST	ORF-09-0003-CW/09B	55,960.40
	BANCFIRST	874320013/13-06DW	95,560.33
TOTAL OPWA DEBT SERVICE			243,416.24
FUND GRAND TOTAL			286,598.06
OPWA STF DEBT SERVICE	BANCFIRST	874405004/2008	99,406.63
	BANCFIRST	800650020/2016 NOTE	44,921.13
TOTAL OPWA STF DEBT SERVICE			144,327.76
FUND GRAND TOTAL			144,327.76
OPWA GRAND TOTAL			\$430,925.82

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 02/18/17

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
OPWA Administration	11,500.14	16,925.64
Utility Billing	5,884.80	11,077.77
Water	14,641.28	24,907.16
Wastewater	13,196.16	22,866.44
Wastewater Collection	8,585.31	14,290.87
Refuse	11,746.89	19,150.12
Recycle Center	2,182.40	3,404.47
<u>FUND TOTAL</u>	<u>67,736.98</u>	<u>112,622.47</u>