


**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, January 2, 2018 – 6:30 pm

RECEIVED  
DEC 29 2017  
City Clerk's Office

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:
    - December 19, 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 12/23/17
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, December 29, 2017.

  
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Sherry Bishop, City Clerk

# OWASSO PUBLIC WORKS AUTHORITY

## MINUTES OF REGULAR MEETING Tuesday, December 19, 2017

The Owasso Public Works Authority met in regular session on Tuesday, December 19, 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, December 15, 2017.

**1. Call to Order**

Chair Lyndell Dunn called the meeting to order at 8:18 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:**

- December 5, 2017, Regular Meeting
- December 12, 2017, Regular Meeting

**B. Approve claims**

Ms. Moberly moved, seconded by Mr. Bonebrake to approve the Consent Agenda with claims totaling \$1,229,447.75.

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. Report from OPWA Manager**

No Report

**6. Report from OPWA Attorney**

No Report

**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 12/9/17
- Monthly Budget Status Report - November 2017

**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**

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

YEA: Bonebrake, Moberly, Dunn

NAY: None

Motion carried 3-0 and the meeting adjourned at 8:19 pm.

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Lyndell Dunn, Chair

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Juliann M. Stevens, Deputy City Clerk

## Claims List - 1/2/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AMERICAN MUNICIPAL SERVICES CORP.	UB COLLECTION SVCS \$235.01
	<b>OPWA</b>	<b>- Total</b>	<b>\$235.01</b>
	AEP/PSO	ELECTRIC USE	\$1,259.79
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	FELKINS ENTERPRISES, LLC	BUSINESS CARDS	\$60.00
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$37.13
	JPMORGAN CHASE BANK	PAGERSDIRECT-PAGER	\$122.40
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$278.07
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$19.64
	SPOK, INC.	CONSOLIDATED PHONE	\$0.00
	<b>OPWA ADMINISTRATION</b>	<b>- Total</b>	<b>\$26,777.03</b>
	BANCFIRST	874320013/13-06DW	\$89,699.07
	BANCFIRST	FAP-10-0002-L/10	\$7,232.44
	BANCFIRST	ORF-09-0003-CW/09B	\$55,960.40
	BANCFIRST	ORF-09-0007-CW/09C	\$23,361.34
	BANCFIRST	ORF-10-0014-CW/SANTA FE	\$14,375.74
	BANCFIRST	ORF-13-0005-CW/RANCH CR	\$25,377.32
	<b>OPWA DEBT SERVICE</b>	<b>- Total</b>	<b>\$216,006.31</b>
	AEP/PSO	ELECTRIC USE	\$105.59
	JPMORGAN CHASE BANK	W MGMT-REC TIP FEE	\$517.62
	SPOK, INC.	CONSOLIDATED PHONE	\$0.00
	<b>RECYCLE CENTER</b>	<b>- Total</b>	<b>\$623.21</b>
	BOWERS ELECTRIC INC	HEATER INSTALLATION	\$10,100.00
	JPMORGAN CHASE BANK	BUMP2BUMP-OIL DRY	\$29.70
	JPMORGAN CHASE BANK	CUMMINS-OIL	\$106.12
	JPMORGAN CHASE BANK	GRAINGER-GLOVES	\$33.02
	JPMORGAN CHASE BANK	GRAINGER-PPE	\$27.96
	JPMORGAN CHASE BANK	KIMS INT'L-HOSE	\$146.61
	JPMORGAN CHASE BANK	LOCKE-ELECTRIC OUTLET	\$20.31
	JPMORGAN CHASE BANK	TULCO OILS-BLUE DEF	\$170.58
	JPMORGAN CHASE BANK	W MGMT-REF TIP FEE	\$832.16
	OWASSO FENCE CO	FENCE	\$12,475.00
	OWASSO FENCE CO	GATE	\$7,925.00
	SPOK, INC.	PAGER USE	\$53.40
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$2,037.00
	<b>REFUSE COLLECTIONS</b>	<b>- Total</b>	<b>\$33,956.86</b>
	CURTIS D MATTHEWS JR	METER READER	\$388.00
	DONALD RAY HILTON	METER READER	\$251.50
	JARED MICHAEL BARNES	METER READER	\$241.50
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$3.53

## Claims List - 1/2/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$3.50
		KORY MCCRACKEN	\$251.50
		TECHNICAL PROGRAMMING SERVICES INC	\$3,829.08
		TODD C. KIMBALL	\$484.00
		<b>UTILITY BILLING - Total</b>	<b>\$5,452.61</b>
	AEP/PSO	ELECTRIC USE	\$4,902.44
	JPMORGAN CHASE BANK	CHARACTER MEETING	\$222.40
	JPMORGAN CHASE BANK	GRAINGER-MATERIALS	\$141.30
	JPMORGAN CHASE BANK	GRAINGER-PPE	\$27.98
	JPMORGAN CHASE BANK	LOWES-KEYS	\$4.58
	JPMORGAN CHASE BANK	LOWES-MATERIALS	\$52.33
	JPMORGAN CHASE BANK	OREILLY-MATERIALS	\$37.24
	SPOK, INC.	CONSOLIDATED PHONE	\$0.00
	SPOK, INC.	PAGER USE	\$45.00
		<b>WASTEWATER COLLECTIONS - Total</b>	<b>\$5,433.27</b>
	AEP/PSO	ELECTRIC USE	\$29,789.87
	JAMES A. OZBUN	PUMP MOTOR	\$272.00
	JPMORGAN CHASE BANK	CORE&MAIN-METER BOX	\$60.29
	JPMORGAN CHASE BANK	FLUID COMP INTL-PART	\$4,465.91
	JPMORGAN CHASE BANK	GRAINGER-PPE	\$27.98
	JPMORGAN CHASE BANK	GRAINGER-REAGENT	\$23.63
	JPMORGAN CHASE BANK	HACH CO-REAGENTS	\$251.42
	JPMORGAN CHASE BANK	LOWES-PARTS	\$23.25
	JPMORGAN CHASE BANK	LOWES-RAKES	\$59.92
	JPMORGAN CHASE BANK	LOWES-REPAIR SUPPLIES	\$11.56
	JPMORGAN CHASE BANK	NCL OF WISC-SCOOP	\$134.02
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$101.73
	JPMORGAN CHASE BANK	TULCO OILS-GEAR OIL	\$155.65
	JPMORGAN CHASE BANK	WINFIELD-LIME	\$60.00
	SPOK, INC.	CONSOLIDATED PHONE	\$0.00
	SPOK, INC.	PAGER USE	\$21.13
		<b>WASTEWATER TREATMENT - Total</b>	<b>\$35,458.36</b>
	AEP/PSO	ELECTRIC USE	\$386.61
	ANCHOR STONE COMPANY	STONE	\$122.76
	APAC-OKLAHOMA, INC.	ASPHALT	\$164.97
	JET TRUCKING, LLC	DIRT	\$45.00
	JPMORGAN CHASE BANK	BUMP2BUMP-BRAKE LIGHT	\$1.80
	JPMORGAN CHASE BANK	GRAINGER-PPE	\$27.98
	JPMORGAN CHASE BANK	LOWES-GATE REMOTE	\$69.96
	JPMORGAN CHASE BANK	SHOE CARNIVAL-BOOTS	\$202.47
	SPOK, INC.	CONSOLIDATED PHONE	\$0.00

## Claims List - 1/2/2018

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	SPOK, INC.	PAGER USE	\$100.16
		TWIN CITIES READY MIX, INC	CONCRETE	\$1,002.00
		<b>WATER</b>	<b>- Total</b>	<b>\$2,123.71</b>
	<b>OPWA</b>	<b>- Total</b>		<b>\$326,066.37</b>
67	OPWA SALES TAX	BANCFIRST	800650020/2016 NOTE	\$83,100.50
		BANCFIRST	874405004/2008 NOTE	\$99,427.50
		BANCFIRST TRUST & INVESTMENT MGMT	800650012/2016 NOTE	\$2,500.00
		<b>OPWA STF DEBT SERVICE</b>	<b>- Total</b>	<b>\$185,028.00</b>
	<b>OPWA SALES TAX</b>	<b>- Total</b>	<b>\$185,028.00</b>	
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT	\$2,356.48
		SF SHOPS INVESTORS, L.P.	DEVELOPMENT AGREEMENT	\$53,182.22
		<b>OPWA ST SUB - DEBT SERV</b>	<b>- Total</b>	<b>\$55,538.70</b>
	<b>OPWA SALES TAX SUB ACCOUN</b>	<b>- Total</b>	<b>\$55,538.70</b>	
<b>OPWA Grand Total</b>			<b>\$566,633.07</b>	

OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 12/23/17

OPWA

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	11,873.47	14,157.52
405 Utility Billing	5,472.00	6,538.31
420 Water	16,329.31	19,388.41
450 Wastewater	15,091.55	17,955.34
455 Wastewater Collection	11,454.87	13,617.04
480 Refuse	12,219.58	14,524.45
485 Recycle Center	1,160.00	1,375.76
<u>FUND TOTAL</u>	<u>73,600.78</u>	<u>87,556.83</u>