

PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC WORKS AUTHORITY (OPWA)

Council Chambers Old Central Building

109 North Birch, Owasso, OK

TUESDAY, January 5, 2021 - 6:30 PM

AGENDA

RECEIVED


DEC 30 2020

HS

City Clerk's Office

1. **Call to Order**
Chair Bill Bush
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 15, 2020, 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 (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Report – Pay Period Ending Date December 19, 2020
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 on Friday, December 11, 2020, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Wednesday, December 30, 2020.



Juliann M. Stevens, City Clerk

The City of Owasso encourages citizen participation. To request an accommodation due to a disability, contact the City Clerk at least 48 hours prior to the scheduled meeting by phone 918-376-1502 or by email to jstevens@cityofowasso.com

OWASSO PUBLIC WORKS AUTHORITY (OPWA)

MINUTES OF REGULAR MEETING

Tuesday, December 15, 2020

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, December 15, 2020, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 13, 2019; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, December 11, 2020.

1. Call to Order

In the absence of the Chair and Vice Chair, the City Clerk called the meeting to order at 6:57 pm.

Mr. Dunn moved, seconded by Mr. Kelley to elect Councilor Bonebrake as Temporary Chair.

YEA: Bonebrake, Dunn, Kelley

NAY: None

Motion carried: 3-0

2. Roll Call

Present

Trustee – Chris Kelley

Trustee – Doug Bonebrake

Trustee – Lyndell Dunn

A quorum was declared present.

Absent

Chair – Bill Bush

Vice Chair – Kelly Lewis

Staff:

Assistant Authority Manager – Chris Garrett

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 Authority 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 1, 2020, and December 8, 2020, Regular Meetings

B. Approve claims

Mr. Kelley moved, seconded by Mr. Dunn to approve the Consent Agenda, as presented with claims totaling \$481,595.90.

YEA: Bonebrake, Dunn, Kelley

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 an agreement for inspection services for the Wastewater Treatment Plant and Main Plant Lift Station Expansion Project

Roger Stevens presented the item, recommending approval of the Agreement for Professional Engineering for inspection services with Greeley and Hansen, LLC, of Tulsa, Oklahoma, in the amount of \$586,510.00, and authorization to execute the necessary documents.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Mr. Kelley to approve the agreement and authorize its execution, as recommended.

YEA: Bonebrake, Dunn, Kelley

NAY: None

Motion carried: 3-0

6. Consideration and appropriate action relating to an agreement for construction services for the Wastewater Treatment Plant and Main Plant Lift Station Expansion Project

Travis Blundell presented the item, recommending approval of the Agreement for Professional Engineering for construction services with CP&Y, Inc., of Oklahoma City, Oklahoma, in the amount of \$513,732.00, and authorization to execute the necessary documents.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Mr. Kelley to approve the agreement and authorize its execution, as recommended.

YEA: Bonebrake, Dunn, Kelley

NAY: None

Motion carried: 3-0

7. Report from OPWA Manager

None

8. Report from OPWA Attorney

None

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

The Temporary Chair acknowledged receipt of the following:

- Payroll Payment Report – pay period ending date December 5, 2020
- Monthly Budget Status Report - November 2020

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

YEA: Bonebrake, Dunn, Kelley

NAY: None

Motion carried: 3-0 and the meeting adjourned at 7:08 pm.

Doug Bonebrake, Temporary Chair

Juliann M. Stevens, Authority Clerk

Claims List - 1/5/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	EAGLE ENVIRONMENTAL CONSULTING, INC	\$6,400.00
		EAGLE ENVIRONMENTAL CONSULTING, INC	\$3,000.00
COFFEE CREEK LIFT STATION - Total			\$9,400.00
	AMERICAN MUNICIPAL SERVICES LTD	COLLECTION SERVICES	\$62.80
OPWA - Total			\$62.80
	AEP/PSO	ELECTRIC USE	\$1,341.15
	CINTAS CORPORATION	FIRST AID SUPPLIES	\$49.25
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	JPMORGAN CHASE BANK	BEWLEY-VACUUM SUPPLIE	\$42.36
	JPMORGAN CHASE BANK	EMPLOYEE RECOGNITION	\$50.19
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	\$34.00
	JPMORGAN CHASE BANK	LOCKE-BULBS	\$33.60
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$103.04
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$209.30
	JPMORGAN CHASE BANK	STAPLES-SUPPLIES	\$59.98
	STANDLEY SYSTEMS LLC	COPIER MAINTENANCE	\$402.54
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$110.44
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONE	\$50.26
OPWA ADMINISTRATION - Total			\$27,486.11
	BANCFIRST	800469017/09B	\$55,960.40
	BANCFIRST	800470015/09C	\$23,361.34
	BANCFIRST	800471013/SANTA FE	\$14,375.74
	BANCFIRST	800472011/RANCH CREEK	\$25,377.32
	BANCFIRST	800780017/19C	\$84,891.80
OPWA DEBT SERVICE - Total			\$203,966.60
	GREELEY & HANSEN LLC LBX 619776	ENGINEERING SERVICES - RA	\$21,956.52
	SWCA INCORPORATED	ENVIRONMENTAL SERVICES AG	\$168.67
RANCH CRK INTCPT UPGRADE - Total			\$22,125.19
	AEP/PSO	ELECTRIC USE	\$128.34
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS	\$178.20
	JPMORGAN CHASE BANK	KIMS INT'L-PARTS	\$102.46
	JPMORGAN CHASE BANK	LOWES-PARTS	\$44.48
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$1,188.20
	OSI ENVIRONMENTAL INC	COLLECTION SERVICE	\$100.00
	TREASURER PETTY CASH	VEHICLE TAG	\$85.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$55.05
RECYCLE CENTER - Total			\$1,881.73
	CINTAS CORPORATION	FIRST AID SUPPLIES	\$63.26

Claims List - 1/5/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	AMERIFLEX-PARTS \$58.00
		JPMORGAN CHASE BANK	BUMP2BUMP-PARTS \$216.84
		JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES \$203.63
		JPMORGAN CHASE BANK	COVANTA-TIPPING FEE \$9,233.81
		JPMORGAN CHASE BANK	FROST-FUEL \$157.87
		JPMORGAN CHASE BANK	KIMS INT'L-PARTS \$165.31
		JPMORGAN CHASE BANK	KIMS-PARTS \$196.65
		JPMORGAN CHASE BANK	MACS-PARTS \$541.26
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$83.01
		JPMORGAN CHASE BANK	PTG-PARTS \$399.98
		JPMORGAN CHASE BANK	PTG-REPAIR \$512.05
		JPMORGAN CHASE BANK	SEMI TRUCK-WASH \$390.00
		JPMORGAN CHASE BANK	STEVES-TOOLS \$28.64
		JPMORGAN CHASE BANK	UNITED ENGINES-PARTS \$1,693.81
		JPMORGAN CHASE BANK	WASTE MGMT-REF TIP FE \$3,011.09
	SPOK INC.	PAGER USE	\$86.50
	THE METROPOLITAN ENVIRONMENTAL TRUS	ASSESSMENT	\$8,069.50
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$182.64
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONE	\$44.87
REFUSE COLLECTIONS - Total			\$25,338.72
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$3,296.64
UTILITY BILLING - Total			\$3,296.64
	AEP/PSO	ELECTRIC USE	\$5,920.50
	BILL BASORE TRUCKING & EXCAVATION,	DIRT	\$178.75
	JAMES A. OZBUN	REPAIR PARTS	\$11,480.63
	JPMORGAN CHASE BANK	ACADEMY-UNIFORM	\$59.99
	JPMORGAN CHASE BANK	ATWOODS-ANTIFREEZE	\$116.28
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	\$200.00
	JPMORGAN CHASE BANK	CORE&MAIN-FLAGS	\$100.00
	JPMORGAN CHASE BANK	CORE&MAIN-RISERS	\$810.00
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$230.08
	JPMORGAN CHASE BANK	JOHNSTONE-SUPPLIES	\$80.76
	JPMORGAN CHASE BANK	LOWES-HEATER	\$291.35
	JPMORGAN CHASE BANK	LOWES-REFUND	(\$63.46)
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$86.16
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$36.95
	JPMORGAN CHASE BANK	TIMMONS-FUEL	\$512.93
	SPOK INC.	PAGER USE	\$67.36
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$158.52
	WASHINGTON CO RURAL WATER DISTRICT	MAGNOLIA LS WATER	\$23.10

Claims List - 1/5/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER \$19.80
WASTEWATER COLLECTIONS - Total			\$20,309.70
	AEP/PSO	ELECTRIC USE	\$24,518.32
	JPMORGAN CHASE BANK	AMAZON-FEE	\$119.00
	JPMORGAN CHASE BANK	CINTAS-SUPPLIES	\$44.43
	JPMORGAN CHASE BANK	GRAINGER-SUPPLIES	\$185.60
	JPMORGAN CHASE BANK	GREEN COUNTRY-TESTING	\$50.00
	JPMORGAN CHASE BANK	HACH-SUPPLIES	\$573.95
	JPMORGAN CHASE BANK	KOMLINE-PARTS	\$6,391.00
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$25.44
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$17.42
	JPMORGAN CHASE BANK	ROYAL-SUPPLIES	\$1,775.59
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$29.84
	JPMORGAN CHASE BANK	TERMINIX-PEST CONTROL	\$92.00
	JPMORGAN CHASE BANK	UV DOC LAMPS-MAINT	\$10,270.87
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$10.20
	JPMORGAN CHASE BANK	WASTE MGMT-SVC	\$13,057.13
	SCHUERMANN ENTERPRISES, INC	TROUBLESHOOT	\$539.03
	SPOK INC.	PAGER USE	\$26.94
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$181.17
WASTEWATER TREATMENT - Total			\$57,907.93
	AEP/PSO	ELECTRIC USE	\$403.49
	BILL BASORE TRUCKING & EXCAVATION,	DIRT	\$178.75
	CINTAS CORPORATION	FIRST AID SUPPLIES	\$98.39
	CITY OF TULSA DEPT OF FINANCE	BAC-T TESTING	\$540.00
	JPMORGAN CHASE BANK	ATWOODS-BOOTS	\$139.99
	JPMORGAN CHASE BANK	ATWOODS-TOOLS	\$35.98
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	\$60.00
	JPMORGAN CHASE BANK	CORE&MAIN-PVC PIPE	\$997.16
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$17,848.34
	JPMORGAN CHASE BANK	HARD HAT-GLOVES	\$120.00
	JPMORGAN CHASE BANK	HITCH IT-SUPPLIES	\$105.00
	JPMORGAN CHASE BANK	LOWES-SHOVELS	\$227.84
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$90.38
	JPMORGAN CHASE BANK	NORTHERN TOOL-COATS	\$379.92
	JPMORGAN CHASE BANK	TIMMONS-FUEL	\$512.93
	JPMORGAN CHASE BANK	UNITED RENTALS-EQUIP	\$670.00
	JPMORGAN CHASE BANK	UTILITY SPLY-SUPPLIES	\$814.10
	SPOK INC.	PAGER USE	\$81.32
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$239.67
WATER - Total			\$23,543.26

Claims List - 1/5/2021

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	CP&Y INC	DESIGN SERVICES	\$9,796.61
		WWTP UPGRADE - Total		\$9,796.61
	OPWA - Total			\$405,115.29
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE	\$236,433.25
		BANCFIRST	800730038/2018 NOTE	\$95,403.33
		BANCFIRST	800826026/2020 NOTE	\$95,738.54
		OPWA STF DEBT SERVICE - Total		\$427,575.12
	OPWA SALES TAX - Total			\$427,575.12
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT	\$4,003.85
		OPWA ST SUB - DEBT SERV - Total		\$4,003.85
	OPWA SALES TAX SUB ACCOUN - Total			\$4,003.85
OPWA Grand Total				\$836,694.26

**OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 12/19/20**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	18,287.37	27,278.61
405 Utility Billing	5,012.08	9,746.49
420 Water	15,427.88	25,998.63
450 Wastewater	11,280.83	19,100.69
455 Wastewater Collection	13,202.08	22,366.65
480 Refuse	13,360.67	22,910.58
485 Recycle Center	2,344.00	4,729.80
FUND TOTAL	78,914.91	132,131.45