

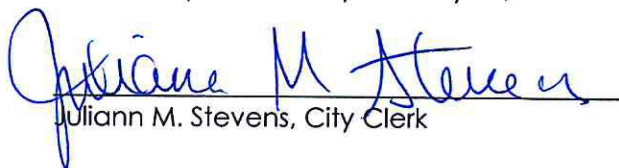
PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC WORKS AUTHORITY (OPWA)

RECEIVED
JAN 31 2020 ^{HS}
City Clerk's Office

Council Chambers, Old Central Building
109 North Birch, Owasso, OK 74055
Regular Meeting
Tuesday, February 4, 2020 – 6:30 pm

1. **Call to Order**
Chair Chris Kelley
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 - January 21, 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 to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**
 - Payroll Payment Report – pay period ending date January 18, 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 13, 2019, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Friday January 31, 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, January 21, 2020

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, January 21, 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, January 17, 2020.

1. Call to Order

Chair Chris Kelley called the meeting to order at 7:19 pm.

2. Roll Call

Present	Absent
Chair – Chris Kelley	None
Vice Chair – Bill Bush	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	
Trustee – Kelly Lewis	

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 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 - January 7, 2020, and January 14, 2020, Regular Meetings
- B. Approve claims

Ms. Lewis moved, seconded by Mr. Dunn to approve the Consent Agenda, as presented, with claims totaling \$332,217.34.

YEA: Bonebrake, Dunn, Bush, Lewis, Kelley

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 Council (documents for acknowledgment or information only, no discussion or action will be taken)

The Chair acknowledged receipt of the following:

- Payroll Payment Reports – pay period ending date January 4, 2020
- Monthly Budget Status Report - December 2019

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. Lewis to adjourn the meeting.

YEA: Bonebrake, Dunn, Bush, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:20 pm.

Chris Kelley, Chair

Juliann M. Stevens, Authority Clerk

Claims List - 2/4/2020

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	\$301.45
	OPWA	- Total		\$301.45
	AEP/PSO	ELECTRIC USE		\$1,549.43
	AT&T	CONSOLIDATED PHONE		\$151.35
	CITY OF OWASSO	ADMIN OVERHEAD		\$25,000.00
	JPMORGAN CHASE BANK	LOCKE-BULBS		\$52.25
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES		\$183.44
	JPMORGAN CHASE BANK	OWASSO CHAMBER-FEE		\$50.00
	JPMORGAN CHASE BANK	SAMS-MEMB FEE		\$45.00
	JPMORGAN CHASE BANK	SAMS-SUPPLIES		\$201.44
	JPMORGAN CHASE BANK	WALMART-SUPPLIES		\$243.66
	SHI INTERNATIONAL CORP	PW SOFTWARE LICENSING		\$1,574.22
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM		\$313.99
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE		\$68.88
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE IN		\$49.59
	OPWA ADMINISTRATION	- Total		\$29,483.25
	BANCFIRST	800469017/09B		\$55,960.40
	BANCFIRST	800470015/09C		\$23,361.34
	BANCFIRST	800471013/SANTA FEE		\$14,375.74
	BANCFIRST	800472011/RANCH CREEK		\$25,377.32
	BANCFIRST	FY19 WWTP-OWRB FAP LOAN		\$84,891.80
	OKLAHOMA WATER RESOURCES BOARD	ORF-01-0002-CW/2001A		\$25,935.70
	OKLAHOMA WATER RESOURCES BOARD	ORF-02-0017-CW/2002A		\$22,500.23
	OPWA DEBT SERVICE	- Total		\$252,402.53
	SWCA INCORPORATED	ENVIRONMENTAL SERVICES AG		\$10,040.71
	RANCH CRK INTCPT UPGRADE	- Total		\$10,040.71
	AEP/PSO	ELECTRIC USE		\$157.55
	AT&T	CONSOLIDATED PHONE		\$12.41
	JPMORGAN CHASE BANK	KIMS INT'L-PARTS		\$54.74
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE		\$35.56
	RECYCLE CENTER	- Total		\$260.26
	AT&T	CONSOLIDATED PHONE		\$12.41
	JPMORGAN CHASE BANK	ACADEMY-BOOTS		\$154.99
	JPMORGAN CHASE BANK	BUMP2BUMP-HYD FLUID		\$37.00
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS		\$40.48
	JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES		\$51.44
	JPMORGAN CHASE BANK	CRANE CARRIER-PARTS		\$4,335.56
	JPMORGAN CHASE BANK	CRANE CARRIER-PUMP		\$863.73
	JPMORGAN CHASE BANK	KIMS INT'L-SERVICE		\$120.09

Claims List - 2/4/2020

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	JPMORGAN CHASE BANK	PTG-SPRINGS	\$100.92
		JPMORGAN CHASE BANK	REP SVCS-REPAIRS	\$3,235.02
		JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$29.96
		JPMORGAN CHASE BANK	TARGET-SUPPLIES	\$47.98
		JPMORGAN CHASE BANK	TULSA AUTO SPRING-SER	\$684.00
		JPMORGAN CHASE BANK	TULSA CLEANING-WATER	\$203.00
		PENSKE COMMERCIAL VEHICLES, US LLC	REPAIRS	\$2,318.86
		SPOK, INC.	PAGER USE	\$71.36
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$132.04
		UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE IN	\$44.28
REFUSE COLLECTIONS - Total			\$12,483.12	
		FELKINS ENTERPRISES, LLC	CUT OFF DOORHANGERS	\$190.00
		JPMORGAN CHASE BANK	OFFICE DEPOT-LABELS	\$67.60
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$14.68
		SHI INTERNATIONAL CORP	UB SOFTWARE LICENSING	\$1,049.48
		TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$3,413.52
UTILITY BILLING - Total			\$4,735.28	
		AEP/PSO	ELECTRIC USE	\$6,109.79
		JPMORGAN CHASE BANK	AMAZON-SUPPLIES	\$149.61
		JPMORGAN CHASE BANK	COMM PWR SOL-HEATER	\$108.68
		JPMORGAN CHASE BANK	J&R-REPAIR	\$2,434.95
		JPMORGAN CHASE BANK	LOWES-HITCH	\$240.46
		JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$39.71
		JPMORGAN CHASE BANK	OREILLY-OIL	\$11.97
		JPMORGAN CHASE BANK	TIMMONS-FUEL	\$680.57
		SPOK, INC.	PAGER USE	\$45.10
		TREASURER PETTY CASH	CDL RENEW-BAIN	\$29.00
		TREASURER PETTY CASH	CDL RENEW-MARTIN	\$29.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$99.08
		WASHINGTON CO RURAL WATER DISTRICT	MAGNOLIA LS WATER	\$23.13
		WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER	\$19.80
WASTEWATER COLLECTIONS - Total			\$10,020.85	
		AEP/PSO	ELECTRIC USE	\$28,961.08
		AT&T	CONSOLIDATED PHONE	\$62.06
		JPMORGAN CHASE BANK	511 TACTICAL-SUPPLIES	\$49.98
		JPMORGAN CHASE BANK	AMAZON-SUPPLIES	\$79.93
		JPMORGAN CHASE BANK	AMAZON-TOOLS	\$29.99
		JPMORGAN CHASE BANK	GRAINGER-SUPPLIES	\$19.16

Claims List - 2/4/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	GREEN CO-TESTING \$50.00
		JPMORGAN CHASE BANK	HACH-REAGENT \$287.48
		JPMORGAN CHASE BANK	HOME DEPOT-RETURN (\$29.08)
		JPMORGAN CHASE BANK	HOME DEPOT-SUPPLIES \$276.66
		JPMORGAN CHASE BANK	HUTHER & ASSOC-TESTIN \$1,015.00
		JPMORGAN CHASE BANK	LOCKE-SUPPLIES \$9.22
		JPMORGAN CHASE BANK	LOWES-SUPPLIES \$228.04
		JPMORGAN CHASE BANK	SAMS-SUPPLIES \$33.96
		JPMORGAN CHASE BANK	VACMOTION-SUPPLIES \$43.08
		JPMORGAN CHASE BANK	WALMART-WATER \$10.20
		JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM \$8,364.03
		SPOK, INC.	PAGER USE \$17.84
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$198.84
		WASTEWATER TREATMENT - Total	\$39,707.47
		AEP/PSO	ELECTRIC USE \$390.61
		CITY OF TULSA DEPT OF FINANCE	SERVICES \$580.00
		JET TRUCKING, LLC	YARD DIRT - WATER DEPT. I \$45.00
		JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES \$5,237.44
		JPMORGAN CHASE BANK	OREILLY-FUEL \$27.98
		JPMORGAN CHASE BANK	TIMMONS-FUEL \$680.58
		JPMORGAN CHASE BANK	UTILITY SPLY-SUPPLIES \$1,749.37
		SPOK, INC.	PAGER USE \$80.78
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$153.18
		WATER - Total	\$8,944.94
		OPWA - Total	\$368,379.86
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE \$233,743.58
		BANCFIRST	800730038/2018 NOTE \$95,003.33
		OPWA STF DEBT SERVICE - Total	\$328,746.91
	OPWA SALES TAX - Total		\$328,746.91
	OPWA Grand Total		\$697,126.77

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 01/18/2020

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	15,559.58	22,952.71
405 Utility Billing	6,512.00	11,991.87
420 Water	16,051.46	26,250.84
450 Wastewater	12,102.95	19,738.77
455 Wastewater Collection	12,615.11	21,236.60
480 Refuse	13,116.04	22,899.58
485 Recycle Center	2,399.20	3,304.61
<u>FUND TOTAL</u>	<u>78,356.34</u>	<u>128,374.98</u>