

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, February 7, 2023 - 6:30 PM

NOTE: APPROPRIATE ACTION may include, but is not limited to: acknowledging, affirming, amending, approving, authorizing, awarding, denying, postponing, or tabling.

AGENDA

RECEIVED

FEB 03 2023

City Clerk's Office

1. **Call to Order**
Chair Kelly Lewis
2. **Roll Call**
3. **Consideration and appropriate action relating to 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 17, 2023, 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 Reports – Pay Period Ending Date January 14, 2023 and January 28, 2023
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, 9, 2022, and the Agenda posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, February 3, 2023.

Julian 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 17, 2023

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, January 17, 2023, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 9, 2022; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 5:00 pm on Thursday, January 12, 2023.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 7:32 pm.

2. **Roll Call** – A quorum was declared present.

Present	Absent
Chair – Kelly Lewis	None
Vice Chair – Alvin Fruga	
Trustee – Doug Bonebrake	
Trustee – Bill Bush	
Trustee – Lyndell Dunn	

Staff: Authority Manager – Warren Lehr / Authority Attorney - Julie Lombardi

3. **Consideration and appropriate action relating to 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 3, 2023, and January 10, 2023, Regular Meeting
- B. Approve claims

Mr. Dunn moved, seconded by Mr. Bush to approve the Consent Agenda as presented, with claims totaling \$783,512.07.

YEA: Bonebrake, Bush, Dunn, Fruga, Lewis

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** - The Chair acknowledged receipt of the following:

- Payroll Payment Report – Pay Period Ending Date December 31, 2022
- Monthly Budget Status Report – December 2022

8. **New Business** - None

9. **Adjournment**

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

YEA: Bonebrake, Bush, Dunn, Fruga, Lewis

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:33 pm.

Juliann M. Stevens, Authority Clerk

Kelly Lewis, Chair

Claims List - 02/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	MSB CONSTRUCTION LLC	\$107,548.79
COFFEE CREEK LIFT STATION - Total			\$107,548.79
	GREELEY & HANSEN LLC LBX 619776	ELM CRK SEWER REHAB	\$2,508.12
ELM CREEK INTERCEPTOR - Total			\$2,508.12
	AEP/PSO	ELECTRIC USE	\$2,201.56
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	\$112.05
	JPMORGAN CHASE BANK	BEST BUY-REPLACE	\$32.98
	JPMORGAN CHASE BANK	CHAMBER-FEES	\$25.00
	JPMORGAN CHASE BANK	HOME DEPOT-TOOLS	\$38.96
	JPMORGAN CHASE BANK	MEETING EXP 01/12	\$349.31
	JPMORGAN CHASE BANK	REASORS-EMP RECOG	\$60.96
	JPMORGAN CHASE BANK	ROSE STATE-RENEWAL	\$100.00
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$265.65
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$104.74
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	\$63.00
OPWA ADMINISTRATION - Total			\$28,354.21
	GEODECA, LLC	OPWA BUILDING RENO	\$3,750.00
	INVESTORS TITLE & ESCROW COMPANY	TITLE-PW FACILITY	\$850.00
OPWA BUILDING RENOVATION - Total			\$4,600.00
	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	\$121,268.47
OPWA DEBT SERVICE - Total			\$240,343.27
	AEP/PSO	ELECTRIC USE	\$257.64
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$34.38
	JPMORGAN CHASE BANK	WASTE MGMT-DISPOSAL	\$1,348.10
	TERMINIX	PEST CONTROL	\$172.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$55.20
RECYCLE CENTER - Total			\$1,867.32
	JPMORGAN CHASE BANK	ACADEMY-UNIFORM	\$219.98
	JPMORGAN CHASE BANK	AMAZON-PARTS	\$78.28
	JPMORGAN CHASE BANK	BUMPER-PARTS	\$67.67
	JPMORGAN CHASE BANK	FASTENAL-PARTS	\$19.50
	JPMORGAN CHASE BANK	FASTENAL-REFUND	(\$10.15)
	JPMORGAN CHASE BANK	FROST OIL-PARTS	\$380.52
	JPMORGAN CHASE BANK	GELCO-UNIFORM	\$170.00
	JPMORGAN CHASE BANK	LOWES-PARTS	\$34.32

Claims List - 02/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$503.46
		JPMORGAN CHASE BANK	\$435.00
		JPMORGAN CHASE BANK	\$13,149.13
		JPMORGAN CHASE BANK	\$202.83
	SPOK INC.	PAGER USE	\$65.87
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$217.17
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	\$56.25
REFUSE COLLECTIONS - Total			\$15,589.83
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$14.31
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$1,539.13
UTILITY BILLING - Total			\$1,553.44
	AEP/PSO	ELECTRIC USE	\$8,648.24
	JPMORGAN CHASE BANK	ATWOOD-SUPPLIES	\$159.90
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$99.60
	JPMORGAN CHASE BANK	INTERSTATE-PARTS	\$122.40
	JPMORGAN CHASE BANK	JOHNSTONE-SUPPLIES	\$150.08
	JPMORGAN CHASE BANK	KEY EQUIP-TOOLS	\$3,658.19
	JPMORGAN CHASE BANK	LOWES-LOCKS	\$47.18
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$9.98
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$100.56
	SPOK INC.	PAGER USE	\$79.28
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$212.71
	WASHINGTON CO RURAL WATER DISTRICT	COFFEE CREEK LS WATER	\$23.76
	WASHINGTON CO RURAL WATER DISTRICT	MAGNOLIA LS WATER	\$23.10
	WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER	\$19.80
WASTEWATER COLLECTIONS - Total			\$13,354.78
	AEP/PSO	ELECTRIC USE	\$47,185.71
	AT&T	PHONE USE	\$79.55
	JPMORGAN CHASE BANK	ACCURATE-SUPPLIES	\$500.00
	JPMORGAN CHASE BANK	BLUE BOOK-PARTS	\$79.36
	JPMORGAN CHASE BANK	FIZZO-WATER	\$10.00
	JPMORGAN CHASE BANK	HUTHER&ASSOC-TEST	\$1,179.00
	JPMORGAN CHASE BANK	INSITE-TOOLS	\$1,398.00
	JPMORGAN CHASE BANK	INTERSTATE-PARTS	\$78.60
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$38.94
	JPMORGAN CHASE BANK	NCL-SUPPLIES	\$321.04
	JPMORGAN CHASE BANK	ODP-SUPPLIES	\$966.56
	JPMORGAN CHASE BANK	OFFICE DEPOT-REFUND	(\$673.11)
	JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$54.34
	JPMORGAN CHASE BANK	WASTE MGMT-DISPOSAL	\$8,748.74
	SCHUERMAN ENTERPRISES, INC	RELOCATE FLOW METER	\$519.60

Claims List - 02/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	SPOK INC.	PAGER USE \$41.64
		TREASURER PETTY CASH	TRAVEL REIMB-ATKINS \$265.50
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$196.56
		WASTEWATER TREATMENT - Total	\$60,990.03
		AEP/PSO	ELECTRIC USE \$769.04
		CITY OF TULSA DEPT OF FINANCE	LAB SERVICES \$660.00
		GKB INC DBA DITCH WITCH OF TULSA	2022 MINI EXCAVATOR \$54,554.57
		JPMORGAN CHASE BANK	ATWOOD-SUPPLIES \$121.02
		JPMORGAN CHASE BANK	BLUE BOOK-SUPPLIES \$283.36
		JPMORGAN CHASE BANK	KUM&GO-FUEL \$54.51
		JPMORGAN CHASE BANK	LOCKE-PARTS \$54.43
		JPMORGAN CHASE BANK	LOCKE-SUPPLIES \$42.36
		JPMORGAN CHASE BANK	LOWES-TOOLS \$292.86
		JPMORGAN CHASE BANK	SPEEDTECH-EQUIPMENT \$2,199.94
		JPMORGAN CHASE BANK	TRACTOR SUP-EQUIPMENT \$429.99
		SCHUERMANN ENTERPRISES, INC	TROUBLESHOOT TANK \$1,005.85
		SPOK INC.	PAGER USE \$98.10
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$199.77
		WATER - Total	\$60,765.80
		GREELEY & HANSEN LLC LBX 619776	WWTP & LIFT STATION \$31,631.09
		WWTP UPGRADE - Total	\$31,631.09
	OPWA - Total		\$569,106.68
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE \$234,070.08
		BANCFIRST	800730038/2018 NOTE \$95,183.33
		BANCFIRST	800826026/2020 NOTE \$95,463.37
		OPWA STF DEBT SERVICE - Total	\$424,716.78
	OPWA SALES TAX - Total		\$424,716.78
68	OPWA TIF	MAIN STREET DEVELOPMENT LLC	TIF AGREEMENT \$116,132.66
		OPWA ECONOMIC DEV - Total	\$116,132.66
	OPWA TIF - Total		\$116,132.66
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT \$6,287.47
		OPWA ST SUB - DEBT SERV - Total	\$6,287.47
	OPWA SALES TAX SUB ACCOUN - Total		\$6,287.47
	OPWA Grand Total		\$1,116,243.59

**OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 01/28/23**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	17,807.02	26,573.84
405 Utility Billing	7,672.80	13,206.72
420 Water	16,771.71	27,095.37
450 Wastewater	15,283.14	24,876.32
455 Wastewater Collection	15,451.51	26,255.32
480 Refuse	14,572.29	25,718.19
485 Recycle Center	2,664.00	4,942.36
FUND TOTAL	90,222.47	148,668.12

**OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 01/14/23**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	18,234.27	27,085.56
405 Utility Billing	7,672.81	13,206.73
420 Water	18,909.28	29,608.69
450 Wastewater	15,767.68	25,464.71
455 Wastewater Collection	15,496.79	26,318.10
480 Refuse	15,654.16	26,800.04
485 Recycle Center	3,063.60	5,427.90
FUND TOTAL	94,798.59	153,911.73