

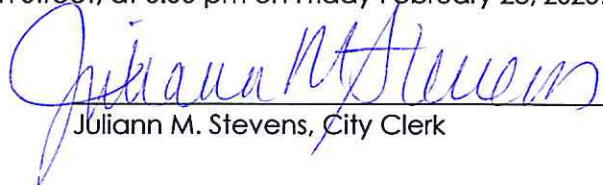
PUBLIC NOTICE OF THE MEETING OF THE
OWASSO PUBLIC WORKS AUTHORITY (OPWA)

Council Chambers, Old Central Building
109 North Birch, Owasso, OK 74055
Regular Meeting
Tuesday, March 3, 2020 – 6:30 pm

RECEIVED
FEB 28 2020
City Clerk's Office
JMS

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 - February 18, 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 February 15, 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 February 28, 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, February 18, 2020

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, February 18, 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, February 14, 2020.

1. Call to Order

Chair Chris Kelley called the meeting to order at 7:31pm.

2. Roll Call

Present

Absent

Chair – Chris Kelley

Trustee – Lyndell Dunn

Vice Chair – Bill Bush

Trustee – Doug Bonebrake

Trustee – Kelly Lewis

A quorum was declared present.

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 - February 4, 2020, and February 11, 2020, Regular Meetings

B. Approve claims

Mr. Bush moved, seconded by Mr. Bonebrake, to approve the Consent Agenda as presented, with claims totaling \$500,380.49.

YEA: Bonebrake, Bush, Lewis, Kelley

NAY: None

Motion carried: 4-0

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

None

5. Consideration and appropriate action relating to the purchase of a CNG Bi-Fuel truck

Travis Blundell presented the item recommending approval to purchase a 2020 F150 Super/Cab 4x4 CNG Bi-Fuel truck in the amount of \$41,321.00 from Bill Knight Ford Fleet and Commercial Center of Tulsa, Oklahoma, per the State of Oklahoma approved contract #SW035.

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

YEA: Bonebrake, Bush, Lewis, Kelley

NAY: None

Motion carried: 4-0

6. Report from OPWA Manager

None

7. Report from OPWA Attorney

None

8. 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 Report – pay period ending date February 1, 2020
- Monthly Budget Status Report – January 2020

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

Mr. Bush moved, seconded by Ms. Lewis, to adjourn the meeting.

YEA: Bonebrake, Bush, Lewis, Kelley

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:36 pm.

Chris Kelley, Chair

Juliann M. Stevens, Authority Clerk

Claims List - 3/3/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	BRIAN LOKER	\$9,931.68
		COFFEE CREEK LIFT STATION - Total	\$9,931.68
		AMERICAN MUNICIPAL SERVICES CORP.	\$668.19
		OPWA - Total	\$668.19
	AEP/PSO	ELECTRIC USE	\$1,543.71
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	JPMORGAN CHASE BANK	CHARACTER TRAINING	\$245.02
	JPMORGAN CHASE BANK	CHICKASAW-PHONE SVC	\$940.21
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$155.79
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$79.81
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM	\$514.67
	TREASURER PETTY CASH	NOTARY-GOINS	\$25.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$82.33
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE INV	\$49.59
		OPWA ADMINISTRATION - Total	\$28,636.13
	JPMORGAN CHASE BANK	AT YR SVC-RENTAL	\$780.00
	VOY CONSTRUCTION	OPWA BUILDING RENOVATION	\$88,167.60
		OPWA BUILDING RENOVATION - Total	\$88,947.60
	BANCFIRST	800469017/09B	\$55,960.39
	BANCFIRST	800470015/09C	\$23,361.35
	BANCFIRST	800471013/SANTA FEE	\$14,375.72
	BANCFIRST	800472011/RANCH CREEK	\$25,377.32
	BANCFIRST	FY19 WWTP-OWRB FAP LOAN	\$84,891.82
		OPWA DEBT SERVICE - Total	\$203,966.60
	AEP/PSO	ELECTRIC USE	\$164.60
	CINTAS CORPORATION	FIRST AID SUPPLIES INV# 5	\$46.32
	JPMORGAN CHASE BANK	BUMP2BUMP-FUSES	\$6.72
	JPMORGAN CHASE BANK	INTERSTATE-BATTERY	\$297.50
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$2.38
	JPMORGAN CHASE BANK	P&K-KEY	\$21.16
	JPMORGAN CHASE BANK	TERMINIX-PEST CONTROL	\$129.00
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$3,996.13
	NATIONAL WASTE & DISPOSAL, INC.	COMPACTOR TIPPING	\$183.35
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$35.56
		RECYCLE CENTER - Total	\$4,882.72
	JPMORGAN CHASE BANK	AMAZON-DRIVES	\$119.98
	JPMORGAN CHASE BANK	AMAZON-MONITOR	\$378.00
	JPMORGAN CHASE BANK	AMERIFLEX-LINES	\$137.58
	JPMORGAN CHASE BANK	AMERIFLEX-PARTS	\$92.60

Claims List - 3/3/2020

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	JPMORGAN CHASE BANK	BUMP2BUMP-FUSES	\$3.36
		JPMORGAN CHASE BANK	BUMP2BUMP-PARTS	\$625.52
		JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES	\$566.68
		JPMORGAN CHASE BANK	BUMP2BUMP-VALVES	\$149.90
		JPMORGAN CHASE BANK	CORNERSTONE-KEYS	\$10.23
		JPMORGAN CHASE BANK	CUMMINS-FUEL LINES	\$135.59
		JPMORGAN CHASE BANK	DELL-SOUND BAR	\$63.98
		JPMORGAN CHASE BANK	FASTENAL-PARTS	\$18.42
		JPMORGAN CHASE BANK	GRAINGER-PARTS	\$44.90
		JPMORGAN CHASE BANK	HARD HAT SAFETY-PPE	\$61.75
		JPMORGAN CHASE BANK	KIMS INTL-PARTS	\$312.66
		JPMORGAN CHASE BANK	LOWES-BATTERIES	\$129.00
		JPMORGAN CHASE BANK	LOWES-FITTINGS	\$19.52
		JPMORGAN CHASE BANK	LOWES-PARTS	\$62.16
		JPMORGAN CHASE BANK	OCT EQUIP-PARTS	\$16.64
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$286.01
		JPMORGAN CHASE BANK	P&K-PARTS	\$21.16
		JPMORGAN CHASE BANK	PTG OF TULS-PARTS	\$325.44
		JPMORGAN CHASE BANK	SEMI TRUCK-WASH	\$65.00
		JPMORGAN CHASE BANK	TULCO-PARTS	\$298.30
		JPMORGAN CHASE BANK	TULSA GAS TECH-FEE	\$206.50
		JPMORGAN CHASE BANK	WASTE MGMT-REF TIP FE	\$5,855.35
	REHRIG PACIFIC CO.	REFUSE CARTS	\$21,486.79	
	SHI INTERNATIONAL CORP	PW-REFUSE SOFTWARE	\$422.00	
	SPOK, INC.	PAGER USE	\$71.36	
	TREASURER PETTY CASH	TRAVEL EXPENSE	\$152.50	
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$132.04	
	UNITED ENGINES, LLC	AIR SOLENOID VALVE	\$299.07	
	UNITED ENGINES, LLC	MICRON REPLACEMENT	\$426.80	
	UNITED ENGINES, LLC	PARTS	\$308.64	
	UNITED ENGINES, LLC	SERVICE	\$1,363.25	
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE INV	\$44.28	
REFUSE COLLECTIONS - Total			\$34,712.96	
	JPMORGAN CHASE BANK	CTR EXEC&PROF-TRAININ	\$225.00	
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$16.49	
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$1,362.14	
	TYRONE EUGENE DINKINS	METER READER	\$3,249.00	
UTILITY BILLING - Total			\$4,852.63	
	AEP/PSO	ELECTRIC USE	\$7,188.54	
	JPMORGAN CHASE BANK	BUMP2BUMP-BATTERY	\$158.10	

Claims List - 3/3/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$25.99
		JPMORGAN CHASE BANK	\$217.36
		JPMORGAN CHASE BANK	\$100.00
		JPMORGAN CHASE BANK	\$1,074.94
		JPMORGAN CHASE BANK	\$61.73
		JPMORGAN CHASE BANK	\$101.82
		MIKE OZBUN ENTERPRISE INC	\$2,650.00
		OMEGA RAIL MANAGEMENT, INC.	\$1,092.72
		SPOK, INC.	\$45.10
		UNIFIRST HOLDINGS LP	\$124.52
		WASHINGTON CO RURAL WATER DISTRICT	\$23.10
		WASHINGTON CO RURAL WATER DISTRICT	\$19.80
WASTEWATER COLLECTIONS - Total			\$12,883.72
		AEP/PSO	\$27,404.50
		JPMORGAN CHASE BANK	\$30.00
		JPMORGAN CHASE BANK	\$25.00
		JPMORGAN CHASE BANK	\$999.00
		JPMORGAN CHASE BANK	\$11,880.00
		JPMORGAN CHASE BANK	\$120.00
		JPMORGAN CHASE BANK	\$134.00
		JPMORGAN CHASE BANK	\$30.69
		JPMORGAN CHASE BANK	\$29.82
		JPMORGAN CHASE BANK	\$206.68
		JPMORGAN CHASE BANK	\$4,877.96
		JPMORGAN CHASE BANK	\$61.73
		JPMORGAN CHASE BANK	\$160.04
		JPMORGAN CHASE BANK	\$222.96
		JPMORGAN CHASE BANK	\$381.86
		JPMORGAN CHASE BANK	\$30.95
		JPMORGAN CHASE BANK	\$35.98
		JPMORGAN CHASE BANK	\$65.41
		JPMORGAN CHASE BANK	\$218.05
		JPMORGAN CHASE BANK	\$8.02
		JPMORGAN CHASE BANK	\$33.46
		JPMORGAN CHASE BANK	\$10.20
		SCHUERMANN ENTERPRISES, INC	\$336.75
		SPOK, INC.	\$42.90
		UNIFIRST HOLDINGS LP	\$134.14
WASTEWATER TREATMENT - Total			\$47,480.10
		AEP/PSO	\$385.48

Claims List - 3/3/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	CINTAS CORPORATION	FIRST AID KITS \$308.75
		JET TRUCKING, LLC	DIRT \$540.00
		JPMORGAN CHASE BANK	ATWOODS-HEATER \$19.99
		JPMORGAN CHASE BANK	FULLERTON-LEASE \$60.00
		JPMORGAN CHASE BANK	HARD HAT SAFETY-PPE \$61.73
		JPMORGAN CHASE BANK	J QUINTON-SUPPLIES \$100.00
		JPMORGAN CHASE BANK	LOWES-CREDIT (\$99.00)
		JPMORGAN CHASE BANK	LOWES-DRILL \$159.00
		JPMORGAN CHASE BANK	LOWES-REFUND (\$14.18)
		JPMORGAN CHASE BANK	LOWES-TOOLS \$676.77
		JPMORGAN CHASE BANK	OREILLY-SUPPLIES \$12.20
		JPMORGAN CHASE BANK	TWIN CITIES-CONCRETE \$208.00
		JPMORGAN CHASE BANK	UTILITY SPLY-TOOLS \$510.38
		OMEGA RAIL MANAGEMENT, INC.	PIPELINE AGREEMENT \$870.89
		SPOK, INC.	PAGER USE \$85.77
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$210.76
		WATER - Total	
	OPWA - Total		\$441,058.87
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
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT \$4,603.60
		OPWA ST SUB - DEBT SERV - Total	\$4,603.60
	OPWA SALES TAX SUB ACCOUN - Total		\$4,603.60
OPWA Grand Total			\$774,409.38

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 02/15/2020

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	15,573.43	22,968.29
405 Utility Billing	6,576.00	12,069.85
420 Water	16,065.87	26,267.96
450 Wastewater	13,023.78	21,303.35
455 Wastewater Collection	12,442.27	21,038.80
480 Refuse	14,024.91	24,009.53
485 Recycle Center	1,945.20	2,761.18
<u>FUND TOTAL</u>	<u>79,651.46</u>	<u>130,418.96</u>