

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

**TUESDAY, April 6, 2021 - 6:30 PM**

**AGENDA**

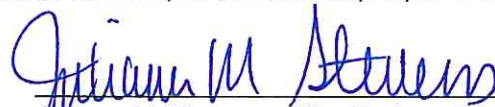
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City Clerk's Office

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 – March 16, 2021, 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 March 13, 2021, and March 27, 2021
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 Thursday, April 1, 2021.

  
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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](mailto:jstevens@cityofowasso.com)*

# OWASSO PUBLIC WORKS AUTHORITY (OPWA)

## MINUTES OF REGULAR MEETING

Tuesday, March 16, 2021

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, March 16, 2021, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday December 11, 2020; 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, March 12, 2021.

### 1. Call to Order

Chair Bill Bush called the meeting to order at 7:31 pm.

### 2. Roll Call

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

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 – March 2, 2021, and March 9, 2021, Regular Meetings
- B. Approve claims

Mr. Kelley moved, seconded by Ms. Lewis to approve the Consent Agenda, as presented with claims totaling \$369,251.02.

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

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 (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 27, 2021
- Monthly Budget Report – February 2021

### 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, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:32 pm.

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Bill Bush, Chair

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Juliann M. Stevens, Authority Clerk

## Claims List - 4/6/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	BH MEDIA HOLDING GROUPS, INC	\$81.18
		KELLOGG ENGINEERING, INC	\$4,295.00
<b>COFFEE CREEK LIFT STATION - Total</b>			<b>\$4,376.18</b>
		LYNDSEY SWANSON	\$1,000.00
<b>OPWA - Total</b>			<b>\$1,000.00</b>
	AEP/PSO	ELECTRIC USE	\$1,574.11
	AT&T	CONSOLIDATED PHONE	\$13.18
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	DALE & LEES SERVICE INC	REPAIR HEAT UNIT	\$459.14
	JOHN A MARSHALL COMPANY	REPLACEMENT CHAIRS	\$2,356.95
	JPMORGAN CHASE BANK	ATLAS AIR-REPAIR	\$385.00
	JPMORGAN CHASE BANK	BEWLEY -VACUUM	\$256.90
	JPMORGAN CHASE BANK	LOCKE-LIGHTS	\$67.20
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$63.62
	JPMORGAN CHASE BANK	OWASSO CHAMBER-FEE	\$20.00
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$129.92
	JPMORGAN CHASE BANK	SHOE CARNIVAL-BOOTS	\$94.99
	STANDLEY SYSTEMS LLC	COPIER MAINTENANCE AGREEM	\$240.27
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$110.44
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONE	\$50.15
<b>OPWA ADMINISTRATION - Total</b>			<b>\$30,821.87</b>
	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	\$84,192.96
<b>OPWA DEBT SERVICE - Total</b>			<b>\$203,267.76</b>
	GREELEY & HANSEN LLC LBX 619776	ENGINEERING SERVICES - RA	\$5,380.44
<b>RANCH CRK INTCPPT UPGRADE - Total</b>			<b>\$5,380.44</b>
	AEP/PSO	ELECTRIC USE	\$205.44
	AT&T	CONSOLIDATED PHONE	\$13.18
	JPMORGAN CHASE BANK	BUMP2BUMP-AIR FILTER	\$69.91
	JPMORGAN CHASE BANK	BUMP2BUMP-BELTS	\$133.86
	JPMORGAN CHASE BANK	BUMP2BUMP-FILTERS	\$89.14
	JPMORGAN CHASE BANK	MACS HYD-CYLINDER	\$780.25
	JPMORGAN CHASE BANK	TATE BOYS-REFUND	(\$7.13)
	JPMORGAN CHASE BANK	UNITED ENGINES-PARTS	\$270.00
	JPMORGAN CHASE BANK	UNITED ENGINES-SVC	\$1,385.66
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$1,798.53

## Claims List - 4/6/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	OSI ENVIRONMENTAL INC	USED OIL COLL FEE \$200.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$36.70
<b>RECYCLE CENTER - Total</b>			<b>\$4,975.54</b>
	JPMORGAN CHASE BANK	ACADEMY-BOOTS	\$284.98
	JPMORGAN CHASE BANK	BRUCKNERS-SERVICE	\$595.34
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS	\$354.84
	JPMORGAN CHASE BANK	EBSCO-PARTS	\$462.00
	JPMORGAN CHASE BANK	FASTENAL-PARTS	\$22.15
	JPMORGAN CHASE BANK	FASTENAL-SUPPLIES	\$15.33
	JPMORGAN CHASE BANK	FROST OIL-GREASE	\$115.87
	JPMORGAN CHASE BANK	GELCO-BOOTS	\$287.98
	JPMORGAN CHASE BANK	INLAND TRUCK-FILTER	\$184.57
	JPMORGAN CHASE BANK	INLAND TRUCK-FILTERS	\$226.12
	JPMORGAN CHASE BANK	KIMS INTL-COOLANT	\$316.43
	JPMORGAN CHASE BANK	LOWES-DRILL SET	\$342.64
	JPMORGAN CHASE BANK	LOWES-PVC CEMENT	\$5.38
	JPMORGAN CHASE BANK	LOWES-REFUND	(\$0.42)
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$5.12
	JPMORGAN CHASE BANK	LOWES-TOOLS	\$47.26
	JPMORGAN CHASE BANK	S WASTE ASSOC-FEE	\$268.00
	JPMORGAN CHASE BANK	UNITED ENGINES-PARTS	\$14,097.97
	JPMORGAN CHASE BANK	WASTE MGMT-REF TIP FE	\$6,021.19
	SPOK INC.	PAGER USE	\$64.41
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$200.99
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONE	\$44.78
<b>REFUSE COLLECTIONS - Total</b>			<b>\$23,962.93</b>
	JPMORGAN CHASE BANK	AMAZON-PAPER	\$16.32
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$4,502.70
<b>UTILITY BILLING - Total</b>			<b>\$4,519.02</b>
	AEP/PSO	ELECTRIC USE	\$5,580.97
	JPMORGAN CHASE BANK	CORE&MAIN-MATERIAL	\$418.40
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$279.56
	JPMORGAN CHASE BANK	OK PUB SFTY-CDL RENEW	\$58.76
	JPMORGAN CHASE BANK	OREILLY-CABLE	\$9.99
	SCHUERMANN ENTERPRISES, INC	ELECTRICAL REHAB	\$10,860.00
	SPOK INC.	PAGER USE	\$84.35
	TREASURER PETTY CASH	VEHICLE TAG	\$46.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$131.25
	VERIZON WIRELESS	WIRELESS CONNECTION	\$80.02
	WASHINGTON CO RURAL WATER	MAGNOLIA LS WATER	\$23.10

## Claims List - 4/6/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	DISTRICT	
	WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER	\$65.70
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$17,638.10</b>
	AEP/PSO	ELECTRIC USE	\$25,588.60
	AT&T	CONSOLIDATED PHONE	\$39.53
	JOHN W GARRETT	WWTP OPERATORS BLDG	\$15,231.00
	JPMORGAN CHASE BANK	BA ELECTRIC-PARTS	\$217.17
	JPMORGAN CHASE BANK	CINTAS-SERVICE	\$53.69
	JPMORGAN CHASE BANK	GRAINGER-SUPPLIES	\$37.01
	JPMORGAN CHASE BANK	GRAINGER-WATER	\$194.88
	JPMORGAN CHASE BANK	GRN COUNTRY-TESTING	\$70.00
	JPMORGAN CHASE BANK	GRN COUNTRY-TESTS	\$120.00
	JPMORGAN CHASE BANK	HACH-REAGENT	\$93.48
	JPMORGAN CHASE BANK	HACH-SUPPLIES	\$759.68
	JPMORGAN CHASE BANK	HOME DEPOT-SUPPLIES	\$90.71
	JPMORGAN CHASE BANK	LOCKE-LIGHT BULBS	\$67.20
	JPMORGAN CHASE BANK	LOCKE-LIGHTS	\$33.60
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$60.04
	JPMORGAN CHASE BANK	NCL OF WISC-REAGENT	\$142.11
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$44.99
	JPMORGAN CHASE BANK	OREILLY-BATTERY	\$57.74
	JPMORGAN CHASE BANK	OREILLY-REFUND	(\$10.00)
	JPMORGAN CHASE BANK	OWASSO FENCE-REMOTE	\$139.11
	JPMORGAN CHASE BANK	PRECISION DOOR-DOORS	\$3,780.00
	JPMORGAN CHASE BANK	VACMOTION-FILTERS	\$66.69
	JPMORGAN CHASE BANK	VACMOTION-SCREENS	\$29.39
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$28.04
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM	\$7,906.54
	PUBLIC SERVICE COMPANY OF OKLAHOMA	RELOCATION OF ELECTRIC PO	\$18,792.69
	SCHUERMAN ENTERPRISES, INC	WWTP SERVICES	\$683.25
	SPOK INC.	PAGER USE	\$27.39
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$293.39
	VERIZON WIRELESS	WIRELESS CONNECTION	\$80.02
<b>WASTEWATER TREATMENT - Total</b>			<b>\$74,717.94</b>
	AEP/PSO	ELECTRIC USE	\$433.03
	JPMORGAN CHASE BANK	ATWOODS-LIGHTS	\$39.98
	JPMORGAN CHASE BANK	ATWOODS-PARTS	\$7.99
	JPMORGAN CHASE BANK	CORE&MAIN-METERS	\$1,170.00
	JPMORGAN CHASE BANK	CORE&MAIN-PARTS	\$1,038.72
	JPMORGAN CHASE BANK	DP SUPPLY-SUPPLIES	\$3,916.60

## Claims List - 4/6/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	HOME DEPOT-BLADES \$27.94
		JPMORGAN CHASE BANK	LOWES-ROCK \$13.44
		JPMORGAN CHASE BANK	LOWES-SUPPLIES \$79.66
		JPMORGAN CHASE BANK	LOWES-TOOLS \$34.98
		JPMORGAN CHASE BANK	MANNFORD TAG-CDL RENE \$59.81
		SPOK INC.	PAGER USE \$82.67
		TREASURER PETTY CASH	CDL RENEWAL-VAUGHAN \$56.50
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$223.61
		<b>WATER - Total</b>	<b>\$7,184.93</b>
		CP&Y INC	WWTP LS EXP PROJECT \$17,503.13
		<b>WWTP UPGRADE - Total</b>	<b>\$17,503.13</b>
	<b>OPWA - Total</b>		<b>\$395,347.84</b>
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE \$233,933.25
		BANCFIRST	800730038/2018 NOTE \$95,403.33
		BANCFIRST	800826026/2020 NOTE \$95,738.54
		<b>OPWA STF DEBT SERVICE - Total</b>	<b>\$425,075.12</b>
	<b>OPWA SALES TAX - Total</b>		<b>\$425,075.12</b>
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT \$4,710.33
		<b>OPWA ST SUB - DEBT SERV - Total</b>	<b>\$4,710.33</b>
	<b>OPWA SALES TAX SUB ACCOUN - Total</b>		<b>\$4,710.33</b>
<b>OPWA Grand Total</b>			<b>\$825,133.29</b>

**OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 3/13/21**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	18,561.24	27,739.19
405 Utility Billing	6,869.60	12,052.93
420 Water	15,566.78	26,332.39
450 Wastewater	14,130.74	23,422.35
455 Wastewater Collection	14,301.22	25,021.09
480 Refuse	13,580.53	23,405.27
485 Recycle Center	2,379.20	4,785.24
<u>FUND TOTAL</u>	<u>85,389.31</u>	<u>142,758.46</u>



**OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 3/27/21**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	18,536.24	27,697.33
405 Utility Billing	6,869.60	12,052.93
420 Water	15,735.11	26,535.76
450 Wastewater	15,133.16	24,601.95
455 Wastewater Collection	14,088.63	24,777.74
480 Refuse	13,580.53	24,104.47
485 Recycle Center	2,379.20	4,785.25
<b>FUND TOTAL</b>	<b>86,322.47</b>	<b>144,555.43</b>