

PUBLIC NOTICE OF THE MEETING OF THE  
OWASSO PUBLIC WORKS AUTHORITY

RECEIVED  
JUN 29 2018  
City Clerk's Office

Council Chambers, Old Central Building  
109 N Birch, Owasso, OK 74055  
Regular Meeting  
Tuesday, July 3, 2018 – 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
    - June 19, 2018, 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 Reports – Pay Period Ending Date 6/23/18
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 and the Agenda posted at City Hall, 200 S Main St, at 6:00 pm on Friday, June 29, 2018.

  
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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

## MINUTES OF REGULAR MEETING

Tuesday, June 19, 2018

The Owasso Public Works Authority met in regular session on Tuesday, June 19, 2018, in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma, per the Notice of Public Meeting and Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main St, at 6:00 pm on Friday, June 15, 2018.

### 1. Call to Order

Chair Chris Kelley called the meeting to order at 7:26 pm.

### 2. Roll Call

Present

Absent

Chair – Chris Kelley

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 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

- June 5, 2018, Regular Meeting
- June 12, 2018, Regular Meeting

#### B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$443,202.78 and an addendum to the claims list totaling \$75,079.59.

YEA: Bonebrake, Dunn, 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 Resolution 2018-07, providing for the adoption of an Annual Budget for Fiscal Year 2018-2019 for the Owasso Public Works Authority

Linda Jones presented the item recommending approval of Resolution 2018-07.

There were no comments from the audience. Mr. Bonebrake moved, seconded by Ms. Lewis to approve Resolution 2018-07, as recommended.

YEA: Bonebrake, Dunn, Lewis, Kelley

NAY: None

Motion carried: 4-0

**6. Report from OPWA Manager**

None

**7. Report from OPWA Attorney**

None

**8. Official Notices to Authority (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 6/9/18
- Monthly Budget Status Report - May 2018

**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. Dunn moved, seconded by Mr. Bonebrake to adjourn the meeting.

YEA: Bonebrake, Dunn, Lewis, Kelley

NAY: None

Motion carried 4-0 and the meeting adjourned at 7:28 pm.

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Chris Kelley, Chair

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Lisa Wilson, Minute Clerk

## Claims List - 7/3/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	CP&Y INC	ENGINEERING SERVICES \$4,933.21
<b>2017 WWTP UPGRADE - Total</b>			<b>\$4,933.21</b>
	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION FEES	\$151.66
	NATIONAL STEAK AND POULTRY	REFUND USER SURCHARGE	\$3,982.47
<b>OPWA - Total</b>			<b>\$4,134.13</b>
	AEP/PSO	ELECTRIC USE	\$1,216.24
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$54.82
	JPMORGAN CHASE BANK	ACADEMY -WORK BOOTS	\$79.99
	JPMORGAN CHASE BANK	ADMIRAL EXP-SUPPLIES	\$111.96
	JPMORGAN CHASE BANK	CORE&MAIN-WRENCH	\$85.00
	JPMORGAN CHASE BANK	DEQ-LICENSE RENEWALS	\$184.00
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	\$48.40
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$11.42
	JPMORGAN CHASE BANK	OFFICE DEPOT-STAMP	\$74.99
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$264.35
	JPMORGAN CHASE BANK	QUINTON PLUM-GAS LINE	\$2,000.00
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$128.17
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM	\$181.78
<b>OPWA ADMINISTRATION - Total</b>			<b>\$4,441.12</b>
	BANCFIRST	874320013/13-06DW	\$44,500.00
	BANCFIRST	FAP-10-0002-L/10	\$7,188.37
	BANCFIRST	ORF-09-0003-CW/09B	\$55,960.40
	BANCFIRST	ORF-09-0007-CW/09C	\$23,361.34
	BANCFIRST	ORF-10-0014-CW/SANTA	\$14,375.74
	BANCFIRST	ORF-13-0005-CW/RANCH	\$25,377.32
<b>OPWA DEBT SERVICE - Total</b>			<b>\$170,763.17</b>
	AEP/PSO	ELECTRIC USE	\$170.41
	CINTAS CORPORATION	REPLENISH FIRST AID KITS	\$23.76
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$13.83
	JAMAR TECHNOLOGIES, INC	TRAFFIC COUNTER	\$1,123.65
	JPMORGAN CHASE BANK	GRAINGER-SHELVING	\$1,600.00
	JPMORGAN CHASE BANK	GRAINGER-SUPPLIES	\$687.36
	JPMORGAN CHASE BANK	LOWES-KEYS	\$135.62
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$1,427.52
<b>RECYCLE CENTER - Total</b>			<b>\$5,182.15</b>
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$91.83
	CRANE CARRIER COMPANY	RELAY THROTTLE	\$298.34
	JPMORGAN CHASE BANK	CUMMINS-OIL/FILTERS	\$300.40
	JPMORGAN CHASE BANK	GRAINGER-LOCKERS	\$1,990.00
	JPMORGAN CHASE BANK	INLAND-AIR DRYER	\$272.25

## Claims List - 7/3/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$1,111.47
		WASTE MGMT-REF TIP FE	
	SPOK, INC.	PAGER USE	\$62.23
	THE METROPOLITAN ENVIRONMENTAL TRUS	HAZARDOUS COLLECTIONS	\$40.00
	THE METROPOLITAN ENVIRONMENTAL TRUS	WASTE DISPOSAL	\$180.00
<b>REFUSE COLLECTIONS - Total</b>			<b>\$4,346.52</b>
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$1,572.12
	TODD C. KIMBALL	METER READER	\$328.50
	TYRONE EUGENE DINKINS	METER READER	\$1,338.75
<b>UTILITY BILLING - Total</b>			<b>\$3,239.37</b>
	AEP/PSO	ELECTRIC USE	\$8,231.29
	CINTAS CORPORATION	REPLENISH FIRST AID KITS	\$17.96
	JET TRUCKING, LLC	FIELD DIRT	\$40.00
	JET TRUCKING, LLC	YARD DIRT	\$90.00
	JPMORGAN CHASE BANK	ACADEMY-COOLING RAGS	\$39.96
	JPMORGAN CHASE BANK	CORE&MAIN-REPAIRS	\$130.51
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$396.00
	JPMORGAN CHASE BANK	DEQ-LICENSE RENEW	\$92.00
	JPMORGAN CHASE BANK	LOCKE-SUPPLIES	\$11.18
	JPMORGAN CHASE BANK	LOWES-CONCRETE	\$17.20
	JPMORGAN CHASE BANK	LOWES-REPAIRS	\$193.95
	SPOK, INC.	PAGER USE	\$44.95
	WASHINGTON CO RURAL WATER DISTRICT	WATER	\$19.80
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$9,324.80</b>
	AEP/PSO	ELECTRIC USE	\$29,373.36
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$178.76
	JPMORGAN CHASE BANK	ACADEMY-AWNINGS	\$179.96
	JPMORGAN CHASE BANK	CORE&MAIN-PLUMBING	\$5.06
	JPMORGAN CHASE BANK	DEQ-LICENSE RENEW	\$138.00
	JPMORGAN CHASE BANK	FEDEX -RMA SHIPMENT	\$30.32
	JPMORGAN CHASE BANK	GRAINGER-BATTERIES	\$12.05
	JPMORGAN CHASE BANK	GRAINGER-GREASE	\$59.80
	JPMORGAN CHASE BANK	HACH CO-AMMONIA TEST	\$646.25
	JPMORGAN CHASE BANK	HACH CO-REAGENT	\$83.69
	JPMORGAN CHASE BANK	HOME DEPOT-PARTS	\$69.49
	JPMORGAN CHASE BANK	HOME DEPOT-SUPPLIES	\$14.97
	JPMORGAN CHASE BANK	LOWES-PARTS	\$100.24
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$33.98
	JPMORGAN CHASE BANK	WAL-MART-MONITOR	\$262.96
	JPMORGAN CHASE BANK	WAL-MART-SUPPLIES	\$11.28
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM	\$5,687.09

## Claims List - 7/3/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	OWASSO TOP SOIL	DIRT \$50.00
		SCHREIBER, LLC	PARTS FOR HEADWORKS, 0133 \$295.00
		SPOK, INC.	PAGER USE \$17.78
		TWIN CITIES READY MIX, INC	CONCRETE \$960.00
		<b>WASTEWATER TREATMENT - Total</b>	<b>\$38,210.04</b>
		AEP/PSO	ELECTRIC USE \$387.34
		CINTAS CORPORATION	REPLENISH FIRST AID KITS \$17.96
		CITY OF TULSA DEPT OF FINANCE	LAB SERVICES FOR MAY 2018 \$500.00
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE \$116.61
		JET TRUCKING, LLC	YARD DIRT \$135.00
		JET TRUCKING, LLC	YARD DIRT - DRESS UPS \$45.00
		JPMORGAN CHASE BANK	ATWOOD-SUPPLIES \$2.58
		JPMORGAN CHASE BANK	BLUE ENERGY-FUEL \$15.73
		JPMORGAN CHASE BANK	BROWN FARMS-SOD \$190.00
		JPMORGAN CHASE BANK	CORE&MAIN-METERS \$9,292.45
		JPMORGAN CHASE BANK	DEQ-LICENSE RENEWALS \$782.00
		JPMORGAN CHASE BANK	LOWES-SUPPLIES \$138.98
		JPMORGAN CHASE BANK	OREILLY-CLEANING WIPE \$16.97
		SPOK, INC.	PAGER USE \$89.40
		<b>WATER - Total</b>	<b>\$11,730.02</b>
	<b>OPWA - Total</b>		<b>\$256,304.53</b>
67	OPWA SALES TAX	BANCFIRST	800650020/2016 NOTE \$131,368.75
		BANCFIRST	800730/2018 NOTE \$23,722.59
		BANCFIRST	874405004/2008 NOTE \$99,039.90
		<b>OPWA STF DEBT SERVICE - Total</b>	<b>\$254,131.24</b>
	<b>OPWA SALES TAX - Total</b>		<b>\$254,131.24</b>
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT \$4,118.49
		<b>OPWA ST SUB - DEBT SERV - Total</b>	<b>\$4,118.49</b>
	<b>OPWA SALES TAX SUB ACCOUN - Total</b>		<b>\$4,118.49</b>
<b>OPWA Grand Total</b>			<b>\$514,554.26</b>

OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 06/23/18

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	11,138.32	13,315.94
405 Utility Billing	6,052.00	7,237.78
420 Water	14,448.50	17,224.04
450 Wastewater	13,418.46	16,013.82
455 Wastewater Collection	10,763.74	12,866.20
480 Refuse	13,569.79	16,069.43
485 Recycle Center	1,392.00	1,650.77
<u>FUND TOTAL</u>	<u>70,782.81</u>	<u>84,377.98</u>