

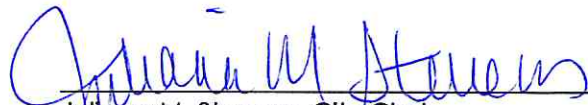
**PUBLIC NOTICE OF THE MEETING OF THE  
OWASSO PUBLIC WORKS AUTHORITY**

Council Chambers, Old Central Building  
109 N Birch, Owasso, OK 74055  
Regular Meeting  
Tuesday, August 7, 2018 – 6:30 pm

RECEIVED  
AUG 03 2018  
City Clerk's Office

1. **Call to Order**  
Dr. Chris Kelley, Chair
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
    - July 17, 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 7/21/2018
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, August 3, 2018.

  
\_\_\_\_\_  
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, July 17, 2018

The Owasso Public Works Authority met in regular session on Tuesday, July 17, 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, July 13, 2018.

### 1. Call to Order

Vice Chair Bill Bush called the meeting to order at 7:02 pm.

### 2. Roll Call

Present

Absent

Vice-Chair – Bill Bush

Chair – Dr. Chris Kelley

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

- July 3, 2018, Regular Meeting
- July 10, 2018, Regular Meeting

#### B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$469,477.16.

YEA: Bonebrake, Dunn, Lewis, Bush

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 a Resolution establishing the Garrett Creek-Morrow Place Sanitary Sewer Assessment Fee

Roger Stevens presented the item recommending adoption of Resolution 2018-08, establishing the Garrett Creek-Morrow Place Sanitary Sewer Assessment (GCMPSI) fee at \$3,146.00 per acre.

There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Dunn to approve Resolution 2018-08, as recommended.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0

**6. Consideration and appropriate action relating to an agreement between the Authority and Owasso Land Trust for partial exclusion from the Garrett Creek-Morrow Place Sanitary Sewer Assessment Fee**

Roger Stevens presented the item recommending approval of an agreement between the OPWA and Owasso Land Trust for partial exclusion of approximately 57.75 acres from the Garrett Creek-Morrow Place Sanitary Sewer assessment fee of \$3,146.00 per acre for a total of \$181,700.49, as partial reimbursement for engineering design fees paid by Owasso Land Trust, and authorization to execute the necessary document.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Ms. Lewis to approve and execute the partial exclusion agreement, as recommended.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0

**7. Report from OPWA Manager**

None

**8. Report from OPWA Attorney**

None

**9. Official Notices to Authority (documents for acknowledgment or information only, no discussion or action will be taken)**

The Vice-Chair acknowledged receipt of the following:

- Payroll Payment Report – Pay Period Ending Date 7/07/18
- Monthly Budget Status Report - June 2018

**10. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**

None

**11. Adjournment**

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

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried 4-0 and the meeting adjourned at 7:16 pm.

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Bill Bush, Vice-Chair

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Juliann M. Stevens, City Clerk

## Claims List - 8/7/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES \$148.52
<b>OPWA - Total</b>			<b>\$148.52</b>
	AEP/PSO	ELECTRIC USE	\$1,533.15
	AT&T	CONSOLIDATED PHONE	\$146.08
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$139.64
	JPMORGAN CHASE BANK	AMAZON-MATS	\$73.90
	JPMORGAN CHASE BANK	AMAZON-VARIDESKS	\$790.00
	JPMORGAN CHASE BANK	APWA-CONFERENCE FEE	\$829.00
	JPMORGAN CHASE BANK	BEWLEY-VACUUM	\$239.19
	JPMORGAN CHASE BANK	BIG POPPYS-UNIFORM	\$40.00
	JPMORGAN CHASE BANK	BROWN CO-MESH	\$1,320.00
	JPMORGAN CHASE BANK	BROWN CO-PARTS	\$276.00
	JPMORGAN CHASE BANK	BROWN CO-STAKES	\$175.00
	JPMORGAN CHASE BANK	CHARACTER TRAINING	\$35.64
	JPMORGAN CHASE BANK	DELL-MONITOR	\$144.39
	JPMORGAN CHASE BANK	DELL-PC EQUIP	\$1,166.71
	JPMORGAN CHASE BANK	GRAINGER-FLOOR MAT	\$47.27
	JPMORGAN CHASE BANK	LODGING EXPENSE	\$1,091.39
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$502.46
	JPMORGAN CHASE BANK	MAXWELL-DOWELS	\$309.15
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$52.92
	JPMORGAN CHASE BANK	OWASSO CHAMBER-FEE	\$20.00
	JPMORGAN CHASE BANK	SHI INTL-SOFTWARE	\$194.00
	JPMORGAN CHASE BANK	WALGREENS-CHARGERS	\$14.98
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM	\$300.83
	TREASURER PETTY CASH	PARKING FEE	\$11.00
	TWIN CITIES READY MIX, INC	CONCRETE	\$2,610.00
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	\$36.39
<b>OPWA ADMINISTRATION - Total</b>			<b>\$37,099.09</b>
	BANCFIRST	874320013/13-06DW	\$112,515.34
	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 FE	\$14,375.74
	BANCFIRST	ORF-13-0005-CW/RANCH CRK	\$25,377.32
	OKLAHOMA WATER RESOURCES BOARD	ORF-01-0002-CW/2001A	\$26,126.59
	OKLAHOMA WATER RESOURCES BOARD	ORF-02-0017-CW/2002A	\$22,661.82
	OKLAHOMA WATER RESOURCES BOARD	ORF-99-0008-CW/1999A	\$23,947.48
<b>OPWA DEBT SERVICE - Total</b>			<b>\$311,514.40</b>

## Claims List - 8/7/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AEP/PSO	\$197.23
		AT&T	\$11.98
		CLEAN UNIFORM COMPANY	\$18.44
		JPMORGAN CHASE BANK	\$2,178.23
		<b>RECYCLE CENTER - Total</b>	<b>\$2,405.88</b>
		AT&T	\$11.98
		CLEAN UNIFORM COMPANY	\$124.54
		CRANE CARRIER COMPANY	\$224.58
		JPMORGAN CHASE BANK	\$34.60
		JPMORGAN CHASE BANK	\$493.33
		JPMORGAN CHASE BANK	\$47.00
		JPMORGAN CHASE BANK	\$71.54
		JPMORGAN CHASE BANK	\$148.50
		JPMORGAN CHASE BANK	\$10.49
		JPMORGAN CHASE BANK	\$115.00
		JPMORGAN CHASE BANK	\$19.99
		JPMORGAN CHASE BANK	\$8.24
		JPMORGAN CHASE BANK	\$7.69
		JPMORGAN CHASE BANK	\$17.71
		JPMORGAN CHASE BANK	\$37.53
		JPMORGAN CHASE BANK	\$10.49
		JPMORGAN CHASE BANK	\$126.95
		JPMORGAN CHASE BANK	\$16.05
		JPMORGAN CHASE BANK	\$118.89
		JPMORGAN CHASE BANK	\$16.74
		JPMORGAN CHASE BANK	\$617.74
		JPMORGAN CHASE BANK	\$65.00
		JPMORGAN CHASE BANK	\$24.22
		JPMORGAN CHASE BANK	\$370.84
		L & M DUMPTRUCK & BACKHOE SERVICE	\$3,200.00
		MID-AMERICA PACKAGING & JANITORIAL	\$6,828.00
		SPOK, INC.	\$69.56
		UNITED STATES CELLULAR CORPORATION	\$38.07
		<b>REFUSE COLLECTIONS - Total</b>	<b>\$12,875.27</b>
		TECHNICAL PROGRAMMING SERVICES INC	\$5,453.33
		TODD C. KIMBALL	\$330.90
		TYRONE EUGENE DINKINS	\$1,349.70
		<b>UTILITY BILLING - Total</b>	<b>\$7,133.93</b>
		AEP/PSO	\$6,027.37
		JPMORGAN CHASE BANK	\$293.33

## Claims List - 8/7/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	BROWN CO-PPE \$47.00
		JPMORGAN CHASE BANK	CORE&MAIN-REPAIR \$200.00
		JPMORGAN CHASE BANK	DEQ-LIC RENEWAL \$322.00
		JPMORGAN CHASE BANK	GRAINGER-PPE \$16.07
		JPMORGAN CHASE BANK	LOCKE-CABLE CUTTERS \$212.21
		JPMORGAN CHASE BANK	LOCKE-PARTS \$12.75
		JPMORGAN CHASE BANK	LOWES-TOOLS \$212.87
		JPMORGAN CHASE BANK	N SAFETY-GAS \$347.81
		JPMORGAN CHASE BANK	TIMMONS-FUEL \$1,361.26
		JPMORGAN CHASE BANK	TRANSCO-PPE \$24.22
		SCHUERMANN ENTERPRISES, INC	ELECTRICAL CONTROL \$24,617.06
		SPOK, INC.	PAGER USE \$44.95
		WASHINGTON CO RURAL WATER DISTRICT	WATER \$19.80
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$33,758.70</b>
		AEP/PSO	ELECTRIC USE \$32,992.78
		AT&T	CONSOLIDATED PHONE \$71.88
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE \$240.73
		JPMORGAN CHASE BANK	ALLMAX-PROGRAM SUPPOR \$880.00
		JPMORGAN CHASE BANK	AMERIFLEX-HOSES \$95.55
		JPMORGAN CHASE BANK	BIG POPPYS-UNIFORM \$373.33
		JPMORGAN CHASE BANK	BROWN CO-PPE \$47.00
		JPMORGAN CHASE BANK	CINTAS-SUPPLIES \$60.75
		JPMORGAN CHASE BANK	DEQ-LIC RENEW \$92.00
		JPMORGAN CHASE BANK	GRAINGER-GAUGE \$21.78
		JPMORGAN CHASE BANK	GRAINGER-GLOVES \$270.00
		JPMORGAN CHASE BANK	GRAINGER-PPE \$16.07
		JPMORGAN CHASE BANK	GRAINGER-REGENT \$70.89
		JPMORGAN CHASE BANK	GRAINGER-STRAINER \$39.87
		JPMORGAN CHASE BANK	HACH CO-REGENT \$332.70
		JPMORGAN CHASE BANK	HACH-PARTS \$141.79
		JPMORGAN CHASE BANK	HUTHER & ASSOC-FEE \$1,015.00
		JPMORGAN CHASE BANK	INSTRUMENT SPLY-MODUL \$532.91
		JPMORGAN CHASE BANK	INTERSTATE-BATTERIES \$112.80
		JPMORGAN CHASE BANK	NCL OF WISC-SUPPLIES \$170.81
		JPMORGAN CHASE BANK	OFFICE DEPOT-CARTRIDG \$153.99
		JPMORGAN CHASE BANK	TRANSCO-PPE \$24.22
		JPMORGAN CHASE BANK	UV DOCTOR LAMPS-REPAI \$2,690.49
		SPOK, INC.	PAGER USE \$17.78
<b>WASTEWATER TREATMENT - Total</b>			<b>\$40,465.12</b>
		AEP/PSO	ELECTRIC USE \$427.71

## Claims List - 8/7/2018

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	CITY OF TULSA DEPT OF FINANCE	JUNE LAB SERVICES	\$560.00
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$121.77
		JET TRUCKING, LLC	DIRT	\$45.00
		JPMORGAN CHASE BANK	BIG POPPYS-UNIFORM	\$368.33
		JPMORGAN CHASE BANK	BROWN CO-PPE	\$47.00
		JPMORGAN CHASE BANK	BROWN FARMS-SOD	\$190.00
		JPMORGAN CHASE BANK	CORE&MAIN-CLAMP	\$105.72
		JPMORGAN CHASE BANK	CORE&MAIN-WIRE	\$100.00
		JPMORGAN CHASE BANK	GRAINGER-PPE	\$16.07
		JPMORGAN CHASE BANK	KUM&GO-FUEL	\$74.66
		JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$144.43
		JPMORGAN CHASE BANK	OREILLY-SUPPLIES	\$53.96
		JPMORGAN CHASE BANK	TRANSCO-PPE	\$24.22
		SPOK, INC.	PAGER USE	\$89.40
		TWIN CITIES READY MIX, INC	CONCRETE	\$689.00
		<b>WATER</b>	<b>- Total</b>	<b>\$3,057.27</b>
		<b>OPWA</b>	<b>- Total</b>	<b>\$448,458.18</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</b>	<b>- Total</b>	<b>\$254,131.24</b>
	<b>OPWA SALES TAX</b>	<b>- Total</b>	<b>\$254,131.24</b>	
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT	\$4,817.05
		<b>OPWA ST SUB - DEBT SERV</b>	<b>- Total</b>	<b>\$4,817.05</b>
	<b>OPWA SALES TAX SUB ACCOUN</b>	<b>- Total</b>	<b>\$4,817.05</b>	
<b>OPWA Grand Total</b>			<b>\$707,406.47</b>	

OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 07/21/18

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	11,879.02	17,476.65
405 Utility Billing	5,991.63	11,317.10
420 Water	15,479.70	26,078.81
450 Wastewater	15,747.29	26,308.94
455 Wastewater Collection	11,840.56	19,540.37
480 Refuse	14,780.40	22,497.39
485 Recycle Center	1,200.00	1,850.45
<u>FUND TOTAL</u>	<u>76,918.60</u>	<u>125,069.71</u>