

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

**Tuesday, September 7, 2021 - 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

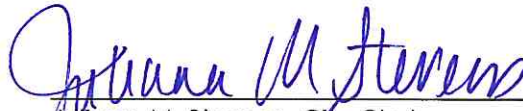
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City Clerk's Office

1. **Call to Order**  
Chair Bill Bush
2. **Roll Call**
3. **Consideration and other 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 - August 17, 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 Report – Pay Period Ending Date August 14, 2021, and August 28, 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, September 2, 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, August 17, 2021

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, August 17, 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 Thursday, August 12, 2021.

### 1. Call to Order

Chair Bill Bush called the meeting to order at 7:48 pm.

### 2. Roll Call

Present

Absent

Chair – Bill Bush

Trustee – Alvin Fruga

Vice Chair – Kelly Lewis

Trustee – Doug Bonebrake

Trustee – Lyndell Dunn

A quorum was declared present.

Staff:

Authority Manager – Warren Lehr

Acting Authority Attorney – Beth Anne Childs

### 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 - August 3, 2021, and August 10, 2021, Regular Meetings

B. Approve claims

Ms. Lewis moved, seconded by Mr. Dunn to approve the Consent Agenda, as presented with claims totaling \$1,007,497.08.

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. 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 July 31, 2021
- Monthly Budget Report – July 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. Dunn moved, seconded by Mr. Bonebrake to adjourn the meeting.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:49 pm.

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Bill Bush, Chair

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Juliann M. Stevens, Authority Clerk

## Claims List - 9/7/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	MSB CONSTRUCTION LLC	CONSTRUCTION SVCS - \$502,654.08
<b>COFFEE CREEK LIFT STATION - Total</b>			<b>\$502,654.08</b>
	JERRY'S EXCAVATION INC	2020 OWASSO MARKET	\$73,202.25
<b>GRAVITY SWR OWASSO MKT - Total</b>			<b>\$73,202.25</b>
	AEP/PSO	ELECTRIC USE	\$1,722.28
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	CITY OF OWASSO	GENERAL LIABILITY SELF-IN	\$150,000.00
	FELKINS ENTERPRISES LLC	BUSINESS CARDS	\$35.00
	JPMORGAN CHASE BANK	DEQ-LIC RENEW	\$108.00
	JPMORGAN CHASE BANK	HOME DEPOT-GLOVES	\$51.88
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$198.44
	JPMORGAN CHASE BANK	PIKEPASS-FEES	\$9.00
	JPMORGAN CHASE BANK	REASORS-SUPPLIES	\$8.76
	JPMORGAN CHASE BANK	RED WING-BOOTS	\$170.00
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$125.92
	STANDLEY SYSTEMS LLC	COPIER MAINTENANCE AGREEM	\$216.98
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$134.42
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE	\$50.15
<b>OPWA ADMINISTRATION - Total</b>			<b>\$177,830.83</b>
	BANCFIRST	800469017/09B	\$55,960.39
	BANCFIRST	800470015/09C	\$23,361.35
	BANCFIRST	800471013/SANTA FE	\$14,375.72
	BANCFIRST	800472011/RANCH CREEK	\$25,377.32
	BANCFIRST	800780017/19C	\$84,942.97
<b>OPWA DEBT SERVICE - Total</b>			<b>\$204,017.75</b>
	RETAIL ATTRACTIONS LLC	EASEMENT ACQUISITION - RA	\$20,000.00
	SWCA INCORPORATED	ENVIRONMENTAL SERVICES AG	\$385.99
<b>RANCH CRK INTCPY UPGRADE - Total</b>			<b>\$20,385.99</b>
	AEP/PSO	ELECTRIC USE	\$173.26
	JPMORGAN CHASE BANK	SEMI TRUCK-WASH	\$105.00
	OSI ENVIRONMENTAL INC	TIPPING FEE	\$100.00
	OSI ENVIRONMENTAL INC	USED OIL COLLECTION FEE	\$100.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$55.05
<b>RECYCLE CENTER - Total</b>			<b>\$533.31</b>
	J & R EQUIPMENT	QUICK EXHAUST VALVE	\$191.09
	JPMORGAN CHASE BANK	AMERIFLEX-HOSE	\$94.00
	JPMORGAN CHASE BANK	AMERIFLEX-PARTS	\$82.99
	JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES	\$118.13

## Claims List - 9/7/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$24.00
		JPMORGAN CHASE BANK	\$34.80
		JPMORGAN CHASE BANK	\$10,002.93
		JPMORGAN CHASE BANK	\$13.90
		JPMORGAN CHASE BANK	\$195.00
		JPMORGAN CHASE BANK	\$2,099.00
		JPMORGAN CHASE BANK	\$149.96
		JPMORGAN CHASE BANK	\$150.00
		JPMORGAN CHASE BANK	\$611.38
	MID-AMERICA PACKAGING & JANITORIAL	YARDWASTE BAGS	\$3,714.00
	REHRIG PACIFIC CO.	YARDWASTE CARTS	\$24,735.70
	TREASURER PETTY CASH	TITLE	\$11.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$216.54
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE	\$44.78
	VERIZON WIRELESS	WIRELESS CONNECTION	\$156.70
<b>REFUSE COLLECTIONS - Total</b>			<b>\$42,645.90</b>
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	\$57.05
	JPMORGAN CHASE BANK	STAPLES-SUPPLIES	\$101.97
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$1,406.89
<b>UTILITY BILLING - Total</b>			<b>\$1,565.91</b>
	AEP/PSO	ELECTRIC USE	\$9,164.09
	BILL BASORE TRUCKING & EXCAVATION,	JULY DIRT	\$195.00
	JAMES A. OZBUN	REPAIR	\$2,380.00
	JPMORGAN CHASE BANK	AMERIFLEX-REPAIR	\$14.50
	JPMORGAN CHASE BANK	BUMP2BUMP-REFUND	(\$1.15)
	JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES	\$13.99
	JPMORGAN CHASE BANK	COMM POWER-REPAIR	\$2,094.72
	JPMORGAN CHASE BANK	DEQ-LIC RENEW	\$92.00
	JPMORGAN CHASE BANK	HARDHAT SFTY-PPE	\$34.79
	JPMORGAN CHASE BANK	LOCKE-AC FILTERS	\$75.06
	JPMORGAN CHASE BANK	LOWES-FORM BOARDS	\$96.96
	JPMORGAN CHASE BANK	PIONEER-REPAIR	\$2,332.25
	JPMORGAN CHASE BANK	RED WING-BOOTS	\$340.00
	JPMORGAN CHASE BANK	UTILITY SPLY-SUPPLIES	\$240.00
	LOT MAINTENANCE OF OKLAHOMA, INC.	MOW SEWER LINE-FROM 12102	\$2,600.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$155.73
	VERIZON WIRELESS	WIRELESS CONNECTION	\$80.02
	WASHINGTON CO RURAL WATER DISTRICT	MAGNOLIA LS WATER	\$23.14
	WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER	\$19.80

## Claims List - 9/7/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	<b>WASTEWATER COLLECTIONS - Total</b>	<b>\$19,950.90</b>
	AEP/PSO	ELECTRIC USE	\$29,594.60
	AT&T	CONSOLIDATED PHONE	\$35.31
	JPMORGAN CHASE BANK	DEQ-PERMIT FEE	\$9,345.44
	JPMORGAN CHASE BANK	GRAINGER-EQUIP	\$35.95
	JPMORGAN CHASE BANK	GRAINGER-FUSE	\$329.07
	JPMORGAN CHASE BANK	HARDHAT SFTY-PPE	\$34.79
	JPMORGAN CHASE BANK	HOME DEPOT-PARTS	\$15.24
	JPMORGAN CHASE BANK	HUTHER-TESTING	\$1,225.00
	JPMORGAN CHASE BANK	KOMLINE-PARTS	\$796.83
	JPMORGAN CHASE BANK	MULLIN-REPAIR	\$750.00
	JPMORGAN CHASE BANK	NCL OF WISC-CHEMICALS	\$47.76
	JPMORGAN CHASE BANK	NCL OF WISC-PH BUFFER	\$297.73
	JPMORGAN CHASE BANK	NCL OF WISC-PH PROBES	\$465.91
	JPMORGAN CHASE BANK	QT-FUEL	\$90.75
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$68.92
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$28.44
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM	\$7,482.25
	SCHUERMANN ENTERPRISES, INC	REPLACED VFD	\$2,121.91
	SCHUERMANN ENTERPRISES, INC	TROUBLESHOOT SENSOR	\$845.92
	TULSA CITY-COUNTY HEALTH DEPARTMENT	AMMONIA TEST	\$60.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$175.17
	VERIZON WIRELESS	WIRELESS CONNECTION	\$80.02
		<b>WASTEWATER TREATMENT - Total</b>	<b>\$53,927.01</b>
	AEP/PSO	ELECTRIC USE	\$287.16
	BILL BASORE TRUCKING & EXCAVATION,	JULY DIRT	\$108.33
	CITY OF TULSA DEPT OF FINANCE	WQA LAB SERVICE JULY 2021	\$720.00
	JPMORGAN CHASE BANK	AMERIFLEX-HOSE	\$338.40
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	\$110.00
	JPMORGAN CHASE BANK	CDW GOCT-CAR MOUNT	\$285.33
	JPMORGAN CHASE BANK	CORE&MAIN-CRIMPERS	\$237.10
	JPMORGAN CHASE BANK	CORE&MAIN-HYDRANT	\$6,254.08
	JPMORGAN CHASE BANK	CORE&MAIN-METER CANS	\$1,190.00
	JPMORGAN CHASE BANK	CORE&MAIN-PIPE	\$380.00
	JPMORGAN CHASE BANK	HARDHAT SFTY-PPE	\$34.79
	JPMORGAN CHASE BANK	HOME DEPOT-PARTS	\$33.10
	JPMORGAN CHASE BANK	LOWES-BOARDS	\$28.86
	JPMORGAN CHASE BANK	LOWES-FITTING	\$6.54
	JPMORGAN CHASE BANK	LOWES-RAKES	\$62.96
	JPMORGAN CHASE BANK	LOWES-TAPE MEASURE	\$6.98
	JPMORGAN CHASE BANK	UTILITY SPLY-MATERIAL	\$971.65

## Claims List - 9/7/2021

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	UTILITY SPLY-TOOLS \$270.78
		TREASURER PETTY CASH	CDL RENEW-MAGGARD \$56.50
		TREASURER PETTY CASH	CITY OF TULSA WATER \$1,888.75
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$220.53
		<b>WATER - Total</b>	<b>\$13,491.84</b>
		CP&Y INC	WWTP LS EXP PROJECT \$30,403.55
		<b>WWTP UPGRADE - Total</b>	<b>\$30,403.55</b>
	<b>OPWA - Total</b>		<b>\$1,140,609.32</b>
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE \$233,579.08
		BANCFIRST	800730038/2018 NOTE \$95,996.67
		BANCFIRST	800826026/2020 NOTE \$95,765.63
		<b>OPWA STF DEBT SERVICE - Total</b>	<b>\$425,341.38</b>
	<b>OPWA SALES TAX - Total</b>		<b>\$425,341.38</b>
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT \$5,802.82
		<b>OPWA ST SUB - DEBT SERV - Total</b>	<b>\$5,802.82</b>
	<b>OPWA SALES TAX SUB ACCOUN - Total</b>		<b>\$5,802.82</b>
	<b>OPWA Grand Total</b>		<b>\$1,571,753.52</b>

**OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 08/14/21**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	16,484.30	24,839.75
405 Utility Billing	7,050.96	12,386.00
420 Water	15,700.79	26,706.16
450 Wastewater	13,430.81	21,739.88
455 Wastewater Collection	12,822.36	23,053.63
480 Refuse	13,670.97	24,473.35
485 Recycle Center	2,459.20	4,469.44
<b>FUND TOTAL</b>	<b>81,619.39</b>	<b>137,668.21</b>



**OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 08/28/21**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	16,219.31	24,522.05
405 Utility Billing	7,018.40	12,335.80
420 Water	15,851.60	26,897.74
450 Wastewater	13,599.48	21,338.36
455 Wastewater Collection	12,594.08	22,786.15
480 Refuse	13,880.09	24,719.53
485 Recycle Center	2,459.20	4,469.44
<b>FUND TOTAL</b>	<b>81,622.16</b>	<b>137,069.07</b>