

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

RECEIVED
SEP 27 2019
City Clerk's Office

Council Chambers, Old Central Building
109 North Birch, Owasso, OK 74055
Regular Meeting
Tuesday, October 1, 2019 – 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
 - September 17, 2019, 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 September 14, 2019
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 December 14, 2018, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, September 27, 2019.



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, September 17, 2019

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, September 17, 2019, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma, per the Notice of Public Meeting filed December 14, 2018, 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, September 13, 2019.

1. Call to Order

Chair Chris Kelley called the meeting to order at 7:41 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 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

- September 3, 2019, Regular Meeting
- September 10, 2019, Regular Meeting

B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$398,166.53.

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 a budget amendment in the OPWA Fund following the issuance of the Series 2019 Promissory Note to the Oklahoma Water Resources Board

Jennifer Newman presented the item, recommending approval of a budget amendment increasing the estimate of revenues by \$4,589,623.80, and the appropriation for expenditures by \$4,752,572.80.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Ms. Lewis to approve the budget amendment, as recommended.

YEA: Bonebrake, Dunn, Lewis, Kelley

NAY: None

Motion carried: 4-0

6. Consideration and appropriate action to award a bid for the Public Works Building Renovation Project

Roger Stevens presented the item, recommending awarding the bid to Voy Construction of Tulsa, Oklahoma, in the amount of \$135,408.00 and authorization for the Chair to execute the construction agreement.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Mr. Bonebrake to award the bid and authorize the Chair to execute the agreement, as recommended.

YEA: Bonebrake, Dunn, Lewis, Kelley

NAY: None

Motion carried: 4-0

7. Report from OPWA Manager

None

8. Report from OPWA Attorney

None

9. 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 Reports – Pay Period Ending Date August 31, 2019
- Monthly Budget Status Report - August 2019

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 Ms. Lewis to adjourn the meeting.

YEA: Bonebrake, Dunn, Lewis, Kelley

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:50 pm.

Chris Kelley, Chair

Juliann M. Stevens, Authority Clerk

Claims List - 10/1/2019

Fund	Vendor Name	Payable Description	Payment Amount
61 OPWA	KELLOGG ENGINEERING, INC	ENGINEERING AGREEMENT - C	\$8,095.00
COFFEE CREEK LIFT STATION - Total			\$8,095.00
	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	\$217.75
OPWA - Total			\$217.75
	AEP/PSO	ELECTRIC USE	\$1,552.31
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	JPMORGAN CHASE BANK	EMPLOYEE RECOGNITION	\$61.79
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	\$41.10
	JPMORGAN CHASE BANK	LOCKE-PARTS	\$13.37
	JPMORGAN CHASE BANK	MEETING EXPENSE	\$191.86
	JPMORGAN CHASE BANK	OFFICE DEPOT-MOUSE	\$14.99
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$4.33
	JPMORGAN CHASE BANK	REASORS-SUPPLIES	\$12.76
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE	\$527.19
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$65.91
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONE SERVICE	\$5.11
OPWA ADMINISTRATION - Total			\$27,490.72
	BANCFIRST	800469017/09B	\$55,960.40
	BANCFIRST	800470015/09C	\$23,361.34
	BANCFIRST	800471013/SANTA FEE	\$14,375.74
	BANCFIRST	800472011/RANCH CREEK	\$25,377.32
	BANCFIRST	FY19 WWTP-OWRB FAP LOAN	\$84,892.50
OPWA DEBT SERVICE - Total			\$203,967.30
	AEP/PSO	ELECTRIC USE	\$130.58
	JPMORGAN CHASE BANK	TERRACYCLE-PARTS	\$524.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$101.16
RECYCLE CENTER - Total			\$755.74
	JPMORGAN CHASE BANK	A&N-TRAILER JACK	\$40.75
	JPMORGAN CHASE BANK	AMERIFLEX-AIR LINE	\$380.70
	JPMORGAN CHASE BANK	AMERIFLEX-LINES	\$32.25
	JPMORGAN CHASE BANK	AMERIFLEX-PARTS	\$37.30
	JPMORGAN CHASE BANK	ATWOODS-RAIN GEAR	\$22.99
	JPMORGAN CHASE BANK	ATWOODS-SUPPLIES	\$37.98
	JPMORGAN CHASE BANK	BUMP2BUMP-BATTERIES	\$287.64
	JPMORGAN CHASE BANK	BUMP2BUMP-DRILL BIT	\$10.99
	JPMORGAN CHASE BANK	BUMP2BUMP-GLOVES	\$38.17
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS	\$18.98
	JPMORGAN CHASE BANK	BUMP2BUMP-PLIERS	\$32.99
	JPMORGAN CHASE BANK	BUMP2BUMP-REFUND	(\$109.99)
	JPMORGAN CHASE BANK	BUMP2BUMP-RELAY	\$17.33

Claims List - 10/1/2019

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$20.94
		JPMORGAN CHASE BANK	\$128.98
		JPMORGAN CHASE BANK	\$258.26
		JPMORGAN CHASE BANK	\$161.99
		JPMORGAN CHASE BANK	\$47.37
		JPMORGAN CHASE BANK	\$156.61
		JPMORGAN CHASE BANK	\$19.98
		JPMORGAN CHASE BANK	\$11.70
		JPMORGAN CHASE BANK	\$1,119.11
		JPMORGAN CHASE BANK	\$402.00
		JPMORGAN CHASE BANK	\$232.48
		JPMORGAN CHASE BANK	\$1,246.30
		JPMORGAN CHASE BANK	\$5,152.83
	REHRIG PACIFIC CO.	REFUSE CARTS	\$21,134.62
	SPOK, INC.	PAGER USE	\$71.60
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$65.60
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONE SERVICE	\$5.11
	REFUSE COLLECTIONS	- Total	\$31,083.56
	JPMORGAN CHASE BANK	BULLYABS-VARIDESK	\$368.05
	JPMORGAN CHASE BANK	CDW-MONITORS	\$560.66
	JPMORGAN CHASE BANK	CDW-PCS	\$1,599.98
	JPMORGAN CHASE BANK	OFFICE DEPOT-BATTERY	\$79.99
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$27.04
	JPMORGAN CHASE BANK	SHI-SOFTWARE	\$966.00
	UTILITY BILLING	- Total	\$3,601.72
	AEP/PSO	ELECTRIC USE	\$6,604.77
	JPMORGAN CHASE BANK	AMERIFLEX-HOSE	\$135.85
	JPMORGAN CHASE BANK	AMERIFLEX-PARTS	\$113.00
	JPMORGAN CHASE BANK	ANCHOR STONE-GRAVEL	\$259.81
	JPMORGAN CHASE BANK	ATWOODS-TRASH BAGS	\$8.99
	JPMORGAN CHASE BANK	BUMP2BUMP-FUEL CAP	\$7.32
	JPMORGAN CHASE BANK	CORE&MAIN-MATERIALS	\$235.04
	JPMORGAN CHASE BANK	CORE&MAIN-PIPE	\$732.00
	JPMORGAN CHASE BANK	DEQ-LIC RENEW	\$124.00
	JPMORGAN CHASE BANK	GE APPL-PARTS	\$42.96
	JPMORGAN CHASE BANK	LOCKE-PARTS	\$47.25
	JPMORGAN CHASE BANK	LOWES-A/C	\$1,420.87
	JPMORGAN CHASE BANK	LOWES-GATE	\$52.75
	JPMORGAN CHASE BANK	LOWES-MATERIALS	\$25.38
	JPMORGAN CHASE BANK	LOWES-PARTS	\$23.06
	JPMORGAN CHASE BANK	UNITED RENTALS-HOSE	\$2,782.63

Claims List - 10/1/2019

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	JPMORGAN CHASE BANK	\$1,392.00	
		JPMORGAN CHASE BANK	\$72.81	
		SPOK, INC.	\$36.30	
		UNIFIRST HOLDINGS LP	\$78.60	
		WASHINGTON CO RURAL WATER DISTRICT	\$19.82	
	WASTEWATER COLLECTIONS - Total			\$14,215.21
		AEP/PSO	ELECTRIC USE	\$29,651.49
		JPMORGAN CHASE BANK	BA ELECTRIC-PARTS	\$629.43
		JPMORGAN CHASE BANK	BA ELECTRIC-REPAIR	\$1,735.64
		JPMORGAN CHASE BANK	GELCO-BOOTS	\$152.99
		JPMORGAN CHASE BANK	GRAINGER-FUSES	\$169.84
		JPMORGAN CHASE BANK	GREEN COUNTRY-TESTING	\$750.00
		JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	\$52.10
		JPMORGAN CHASE BANK	LOCKE-TRANSFORMERS	\$284.93
		JPMORGAN CHASE BANK	LOWES-PUMPS	\$605.30
		JPMORGAN CHASE BANK	NCL OF WISC-SOLUTIONS	\$876.19
		JPMORGAN CHASE BANK	NCL OF WISC-SUPPLIES	\$57.77
		JPMORGAN CHASE BANK	ROYAL FILTER-FILTERS	\$513.36
		JPMORGAN CHASE BANK	TULCO-PARTS	\$463.20
		JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM	\$5,215.22
		SPOK, INC.	PAGER USE	\$17.90
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$108.84
	WASTEWATER TREATMENT - Total			\$41,284.20
	AEP/PSO	ELECTRIC USE	\$275.62	
	JPMORGAN CHASE BANK	ACCURATE-SAMPLING	\$805.00	
	JPMORGAN CHASE BANK	ADVANCE AUTO-SUPPLIES	\$46.83	
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	\$171.00	
	JPMORGAN CHASE BANK	CORE&MAIN-PARTS	\$51.38	
	JPMORGAN CHASE BANK	FASTENAL-SCREWS	\$3.55	
	JPMORGAN CHASE BANK	IRBY-REPAIR	\$6,830.00	
	JPMORGAN CHASE BANK	LOCKE-PARTS	\$1.44	
	JPMORGAN CHASE BANK	LOWES-CAPS	\$18.75	
	JPMORGAN CHASE BANK	LOWES-MATERIALS	\$5.58	
	JPMORGAN CHASE BANK	OK.GOV-FEE	\$3.75	
	JPMORGAN CHASE BANK	OREILLY-BELT	\$9.00	
	SPOK, INC.	PAGER USE	\$81.05	
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$203.41	
WATER - Total			\$8,506.36	
OPWA - Total			\$339,217.56	
67	OPWA SALES TAX	BANCFIRST	\$231,866.20	
		BANCFIRST	\$95,370.78	

Claims List - 10/1/2019

Fund	Vendor Name	Payable Description	Payment Amount
67	OPWA SALES TAX	OPWA STF DEBT SERVICE - Total	\$327,236.98
	OPWA SALES TAX - Total		\$327,236.98
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC DEVELOPMENT AGREEMENT	\$4,657.34
		OPWA ST SUB - DEBT SERV - Total	\$4,657.34
	OPWA SALES TAX SUB ACCOUN - Total		\$4,657.34
OPWA Grand Total			\$671,111.88

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 09/14/19

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	15,360.97	22,725.99
405 Utility Billing	6,448.00	11,849.40
420 Water	14,643.79	24,022.62
450 Wastewater	11,299.61	18,707.54
455 Wastewater Collection	13,675.50	23,336.00
480 Refuse	15,934.83	26,014.37
485 Recycle Center	2,529.48	3,447.63
<u>FUND TOTAL</u>	<u>79,892.18</u>	<u>130,103.55</u>