

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

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**Council Chambers, Old Central Building  
109 N Birch, Owasso, OK 74055  
Regular Meeting  
Tuesday, October 2, 2018 – 6:30 pm**

**RECEIVED  
SEP 28 2018  
City Clerk's Office** *JS*

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 18, 2018, Regular Meeting
  - B. Approve claims
4. **Consideration and appropriate action relating to items removed from the Consent Agenda**
5. **Consideration and appropriate action relating to the purchase of a vehicle**  
Travis Blundell  

Staff recommends approval to purchase a 2019 Ford F150 4x4 Crew Cab Bi-fuel truck in the amount of \$42,997.25 from John Vance Auto Group of Guthrie, Oklahoma, per Oklahoma State approved contract #SW035.
6. **Report from OPWA Manager**
7. **Report from OPWA Attorney**
8. **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 15, 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)**
10. **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, September 28, 2018.

  
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Juliann M. Stevens, City Clerk



# OWASSO PUBLIC WORKS AUTHORITY

## MINUTES OF REGULAR MEETING Tuesday, September 18, 2018

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, September 18, 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, September 14, 2018.

### 1. Call to Order

Chair Chris Kelley called the meeting to order at 8:06 pm.

### 2. Roll Call

Present	Absent
Chair – Chris Kelley	None
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 4, 2018, Regular Meeting
  - September 11, 2018, Regular Meeting
- B. Approve claims

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$555,088.48.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

### 4. Consideration and appropriate action relating to items removed from the Consent Agenda

None

### 5. Consideration and appropriate action relating to a bid award for the purchase of various size water meters

Travis Blundell presented the item recommending to award the bid to Core and Main LP of Owasso, Oklahoma, for the purchase of water meters as follows:

- 5/8" x 3/4" AMR meters at \$195.00 each,
- 1" AMR meters at \$294.00 each,
- 1-1/2" AMR meters at \$556.00 each,
- 2" AMR meters at \$682.00 each,
- 2" compound AMR meters at \$1,541.00 each,
- 3" compound AMR meters at \$2,215.00 each,

4" compound AMR meters at \$2,783.00 each,  
6" compound AMR meters at \$4,531.00 each,  
5/8" x 3/4" Mach 10 meter at \$240.00,  
1" Mach 10 meter at \$340.00 each,  
1-1/2" Mach 10 meter at \$662.00 each,  
2" Mach 10 meter at \$785.00 each,  
5/8" x 3/4" direct read water meters at \$55.00 each, and  
5/8" x 3/4" Integrated Register only at \$166.75 each.

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

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**6. Consideration and appropriate action relating to the award of a bid to provide uniforms and related accessories**

Roger Stevens presented the item recommending to award the bid to Unifirst Corporation of Tulsa, Oklahoma, to provide uniforms and accessories for various Public Works Divisions and authorization to execute all necessary documents.

There were no comments from the audience. Mr. Bush moved, seconded by Ms. Lewis to award the bid as recommended.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0

**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 09/01/2018
- Monthly Budget Status Report – August 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. Bush to adjourn the meeting.

YEA: Bonebrake, Bush, Dunn, Lewis, Kelley

NAY: None

Motion carried: 5-0 and the meeting adjourned at 8:15 pm.

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Chris Kelley, Chair

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Juliann M. Stevens, Authority Clerk

## Claims List - 10/2/2018

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	CP&Y INC	DESIGN SERVICES	\$13,614.29
		<b>2017 WWTP UPGRADE - Total</b>		<b>\$13,614.29</b>
		AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES	\$70.61
		<b>OPWA - Total</b>		<b>\$70.61</b>
		AEP/PSO	ELECTRIC USE	\$1,345.10
		BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - AUGUST,	\$87.31
		CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$112.23
		JPMORGAN CHASE BANK	ADMIRAL EXP-SUPPLIES	\$55.98
		JPMORGAN CHASE BANK	GREEHILL-GRAVEL	\$1,563.20
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$91.48
		JPMORGAN CHASE BANK	REASORS-MEETING EXPEN	\$47.65
		JPMORGAN CHASE BANK	TERMINIX-PEST CONTROL	\$2,654.64
		STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE AGREEM	\$445.74
		TWIN CITIES READY MIX, INC	CONCRETE	\$9,679.00
		UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	\$36.39
		<b>OPWA ADMINISTRATION - Total</b>		<b>\$41,118.72</b>
		BANCFIRST	800329021/10	\$7,306.11
		BANCFIRST	800469017/09B	\$55,960.40
		BANCFIRST	800470015/09C	\$23,361.34
		BANCFIRST	800471013/SANTA FE	\$14,375.74
		BANCFIRST	800472011/RANCH CRK	\$25,377.32
		<b>OPWA DEBT SERVICE - Total</b>		<b>\$126,380.91</b>
		GRADE LINE CONSTRUCTION	BLOCK 22 ORIGINAL TOWN AL	\$18,996.53
		<b>OPWA STREET REHAB FY18 - Total</b>		<b>\$18,996.53</b>
		AEP/PSO	ELECTRIC USE	\$180.11
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$9.22
		JPMORGAN CHASE BANK	OFFICE EV-SUPPLIES	\$64.15
		JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$1,249.68
		<b>RECYCLE CENTER - Total</b>		<b>\$1,503.16</b>
		BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - AUGUST,	\$3,724.25
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$60.38
		JPMORGAN CHASE BANK	AMERIFLEX-PARTS	\$19.30
		JPMORGAN CHASE BANK	BROWN CO-PPE	\$30.60
		JPMORGAN CHASE BANK	BUMP2BUMP-CLAMPS	\$21.28
		JPMORGAN CHASE BANK	BUMP2BUMP-GAUGE	\$23.48
		JPMORGAN CHASE BANK	BUMP2BUMP-PARTS	\$13.94
		JPMORGAN CHASE BANK	BUMP2BUMP-PPE	\$22.49
		JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES	\$86.75

## Claims List - 10/2/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	FLEETPRIDE-MUD FLAP \$11.98
		JPMORGAN CHASE BANK	GELCO-BOOTS \$152.99
		JPMORGAN CHASE BANK	OLD DOMINION-BROOMS \$283.40
		JPMORGAN CHASE BANK	OLD DOMINION-BRUSH \$2,010.79
		JPMORGAN CHASE BANK	SEMI TRUCK-WASH \$265.00
		JPMORGAN CHASE BANK	SHOE CARNIVAL-BOOTS \$89.98
		JPMORGAN CHASE BANK	WASTE MGMT-REF TIP FE \$444.80
		LENOX WRECKER SERVICE INC	TOWING \$235.00
		SPOK, INC.	PAGER USE \$71.12
		UNITED STATES CELLULAR CORPORATION	PW CELL PHONES \$38.07
<b>REFUSE COLLECTIONS - Total</b>			<b>\$7,605.60</b>
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$13.92
		TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES \$3,485.01
		TODD C. KIMBALL	METER READER \$696.00
		TYRONE EUGENE DINKINS	METER READER \$611.25
<b>UTILITY BILLING - Total</b>			<b>\$4,806.18</b>
		AEP/PSO	ELECTRIC USE \$6,527.39
		BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - AUGUST, \$264.36
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE \$50.80
		JPMORGAN CHASE BANK	ACADEMY-BATTERY \$7.99
		JPMORGAN CHASE BANK	ATWOODS-PANEL \$254.98
		JPMORGAN CHASE BANK	BROWN CO-PPE \$30.60
		JPMORGAN CHASE BANK	BROWN FARMS-REFUND (\$4.00)
		JPMORGAN CHASE BANK	BROWN FARMS-SOD \$55.00
		JPMORGAN CHASE BANK	J&R EQUIP-REPAIR \$2,789.69
		SPOK, INC.	PAGER USE \$48.95
		WASHINGTON CO RURAL WATER DISTRICT	WATER \$19.80
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$10,045.56</b>
		AEP/PSO	ELECTRIC USE \$28,738.27
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE \$166.11
		JPMORGAN CHASE BANK	ACCURATE ENV-RENTAL \$175.00
		JPMORGAN CHASE BANK	ACCURATE ENV-TESTING \$1,875.00
		JPMORGAN CHASE BANK	ACCURATE ENVIRONMENTA \$210.00
		JPMORGAN CHASE BANK	AQUAFIX-TESTING \$1,200.00
		JPMORGAN CHASE BANK	BA ELECTRIC-SUPPLIES \$42.14
		JPMORGAN CHASE BANK	BROWN CO-PPE \$30.60
		JPMORGAN CHASE BANK	DEQ-PERMIT \$347.71
		JPMORGAN CHASE BANK	ENV IMPROVE-PARTS \$1,797.32
		JPMORGAN CHASE BANK	GRAINGER-RETURN (\$113.40)

## Claims List - 10/2/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	HACH COMPANY-EQUIPMEN \$349.98
		JPMORGAN CHASE BANK	HACH COMPANY-REAGENT \$104.28
		JPMORGAN CHASE BANK	HACH COMPANY-REAGENTS \$574.35
		JPMORGAN CHASE BANK	HACH COMPANY-REFUND (\$250.00)
		JPMORGAN CHASE BANK	HOME DEPOT-SPRAYER \$14.98
		JPMORGAN CHASE BANK	IRBY-BREAKER \$3,944.86
		JPMORGAN CHASE BANK	KOMLINE-ASSEMBLY \$1,494.00
		JPMORGAN CHASE BANK	LOWES-SUPER GLUE \$3.58
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$2.50
		JPMORGAN CHASE BANK	ROYAL FILTER-FILTERS \$770.23
		JPMORGAN CHASE BANK	WALMART-WATER \$11.28
		JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM \$7,066.21
		SPOK, INC.	PAGER USE \$17.78
		<b>WASTEWATER TREATMENT - Total</b>	<b>\$48,572.78</b>
		AEP/PSO	ELECTRIC USE \$385.69
		BLUE ENERGY FUELS, LLC	CNG FUEL PURCH - AUGUST, \$96.00
		CLEAN UNIFORM COMPANY	UNIFORM SERVICE \$172.12
		JPMORGAN CHASE BANK	ACCURATE ENV-TESTING \$275.00
		JPMORGAN CHASE BANK	AMAZON-BATTERY \$53.99
		JPMORGAN CHASE BANK	BROWN CO-PPE \$30.60
		JPMORGAN CHASE BANK	GREENHILL-SCREENINGS \$376.44
		JPMORGAN CHASE BANK	LOWES-BOARDS \$26.28
		SPOK, INC.	PAGER USE \$89.40
		TOMMY E. KITCHEN	PROFESSIONAL SERVICES \$1,329.13
		TWIN CITIES READY MIX, INC	CONCRETE \$216.00
		<b>WATER - Total</b>	<b>\$3,050.65</b>
		<b>OPWA - Total</b>	<b>\$275,764.99</b>
67	OPWA SALES TAX	BANCFIRST	800492019/2008 NOTE \$99,039.90
		BANCFIRST	800650012/2016 NOTE \$131,368.75
		BANCFIRST	800730038/2018 NOTE \$23,722.59
		<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 \$4,151.33
		<b>OPWA ST SUB - DEBT SERV - Total</b>	<b>\$4,151.33</b>
		<b>OPWA SALES TAX SUB ACCOUN - Total</b>	<b>\$4,151.33</b>
		<b>OPWA Grand Total</b>	<b>\$534,047.56</b>







**TO:** The Honorable Chair and Trustees  
Owasso Public Works Authority

**FROM:** Travis Blundell  
Utility Superintendent

**SUBJECT:** Purchase of a Truck  
Wastewater Collection Division

**DATE:** September 28, 2018

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**BACKGROUND:**

Public Works Department staff annually assesses the motor fleet in order to determine the safety and reliability of the vehicles assigned to each division. These evaluations are used as the basis for vehicle replacement and Public Works budgeting.

Based upon the assessment of the motor fleet, staff is proposing the replacement of the 2002 Chevy truck in the Wastewater Collection Division with the purchase of a new truck. Staff is proposing that the 2002 Chevy truck remain a part of the Public Works Fleet. This truck will be utilized as a dedicated fuel truck for all of the Public Works departments and as a back-up truck to the Maintenance Division.

**VEHICLE DESCRIPTION:**

Staff proposes the purchase of a 2019 Ford F150 4x4 Crew Cab Bi-Fuel truck. The truck will be equipped with the standard XL package, a five liter-V8 engine, a 5.5-foot bed and a spray-in bed liner.

**FUNDING:**

The FY 2018-2019 Wastewater Collection Division Budget includes \$48,000 for the purchase of a new vehicle.

**RECOMMENDATION:**

Staff recommends approval to purchase a 2019 Ford F150 4x4 Crew Cab Bi-fuel truck in the amount of \$42,997.25 from John Vance Auto Group of Guthrie, Oklahoma, per Oklahoma State approved contract #SW035.

**ATTACHMENT:**

John Vance Auto Group Bid Quote

**John Vance Auto Group**  
 Fleet & Government Sales Division  
 PO Box 400 Guthrie, OK 73044-0400  
 405-282-3800 Fax: 405-260-3010



City of Owasso Public Works  
 301 W. 2nd  
 Owasso, OK 74055  
 Phone: (918)272-4959

## Sales Quotation

Questions? Please call Lloyd Lovely

Quote Number: 022159 Date 8/9/2018 Quote Expires: 10/19/2018

Qty	CODE	Description	Price	Extend
1	SW035	OKLAHOMA STATE VEHICLE CONTRACT	\$0.00	\$0.00
1	W1E	2019 FORD F150 CREW CAB	\$26,232.00	\$26,232.00
1	145	145" Wheelbase, 5.5' Bed	\$0.00	\$0.00
1	4X4	4 Wheel Drive	\$2,590.00	\$2,590.00
1	995	5.0L V8 Engine	\$0.00	\$0.00
1	44G	10 Speed Automatic Transmission	\$0.00	\$0.00
1	101A	XL Equipment Group	\$0.00	\$0.00
1	413	Skid Plates	\$0.00	\$0.00
1	50S	Cruise Control	\$0.00	\$0.00
1	52P	SYNC	\$399.00	\$399.00
1	53B	Class IV Trailer Hitch Receiver	\$95.00	\$95.00
1	58B	Radio: AM/FM Stereo/Single-CD Player	\$267.00	\$267.00
1	85A	XL Power Equipment Group	\$0.00	\$0.00
1	98G	CNG Gaseous Engine Prep Package	\$299.00	\$299.00
1	96W	Spray-In Bedliner	\$470.00	\$470.00
1	T7C	Tires: LT245/70R17E 10 PLY BSW A/T	\$300.00	\$300.00
1	XL3	Electronic Locking w/3.31 Axle Ratio	\$387.00	\$387.00
1	KEY	Keyless Entry	\$0.00	\$0.00
1	18B	Black Platform Running Boards	\$275.00	\$275.00
1	TINT	Deep Tinted, Windows, Front to Match	\$278.00	\$278.00
1	WG	Int Color: Dark Gray, Cloth 40/Console/40	\$280.25	\$280.25
1	YZ	Ext Color: Oxford White	\$0.00	\$0.00
		Subtotal		\$31,872.25
1	CNG	Bi-Fuel CNG Conversion -Underbody Tanks (2) 14x32, 10 GGE <b>OPTION:</b> Bi-Fuel CNG Conversion -In-Bed Tank, 17 GGE, -Deletes Underbody Tanks -Adds \$925	\$11,125.00	\$11,125.00

I accept the terms and conditions of this quotation  
 Signed: \_\_\_\_\_  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_  
**Terms:**  
 1) TAG & TAXES NOT INCLUDED UNLESS ITEMIZED ON QUOTE  
 2) ALL FLEET REBATES & INCENTIVES INCLUDED IN TOTAL PRICE  
 3) PURCHASE ORDER REQUIRED TO ORDER VEHICLE  
 4) BALANCE DUE AT TIME OF DELIVERY UNLESS PREVIOUS ARRANGEMENTS ARE MADE

Sub-Total \$42,997.25  
 Tag & Tax  
**Total \$42,997.25**

**Thank you for the opportunity to be of service.**

Dealer Approval: \_\_\_\_\_

OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 09/15/18

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	11,172.52	16,657.71
405 Utility Billing	6,052.00	11,376.92
420 Water	14,863.31	25,351.70
450 Wastewater	14,106.45	24,393.92
455 Wastewater Collection	11,250.57	18,845.84
480 Refuse	14,019.10	22,864.64
485 Recycle Center	2,478.50	3,292.08
<u>FUND TOTAL</u>	<u>73,942.45</u>	<u>122,782.81</u>

