

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

**TUESDAY, OCTOBER 6, 2020 - 6:30 PM**

**AGENDA**

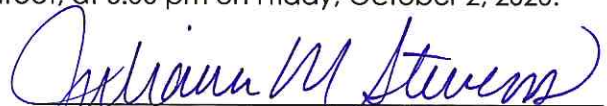
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City Clerk's Office

1. **Call to Order**  
Chair Bill Bush
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 15, 2020, 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 Report – pay period ending date September 12, 2020, and September 26, 2020
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 13, 2019, and the Agenda posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, October 2, 2020.

  
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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, September 15, 2020

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, September 15, 2020, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma, per the Notice of Public Meeting filed Friday, December 13, 2019; 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 11, 2020.

### 1. Call to Order

Chair Bill Bush called the meeting to order at 7:43 pm.

### 2. Roll Call

Present Absent

Chair – Bill Bush None

Vice Chair – Kelly Lewis

Trustee – Chris Kelley

Trustee – Doug Bonebrake

Trustee – Lyndell Dunn

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 1, 2020, and September 8, 2020, Regular Meetings

B. Approve claims

C. Accept the Water Meter Replacement Program and authorize final payment to Second Sight Systems, LLC, of Barnhart, Missouri, in the amount of \$35,295.00

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda, as presented, with claims totaling \$390,514.41.

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

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 the purchase of a service truck

Larry Escalanta presented the item, recommending approval to purchase a 2021 Ford F250 Crew Cab 4x4 7.3L V8 gasoline service truck from Bill Knight Ford Fleet and Commercial Center of Tulsa, Oklahoma, in the amount of \$34,037.00, per the State of Oklahoma approved contract # SW035.

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

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0

**6. Report from OPWA Manager**

None

**7. Report from OPWA Attorney**

None

**8. 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 Report – pay period ending date August 29, 2020
- Monthly Budget Status Report – August 2020

**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. Kelley moved, seconded by Ms. Lewis to adjourn the meeting.

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:47 pm.

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Bill Bush, Chair

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Juliann M. Stevens, Authority Clerk

## Claims List - 10/6/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	KELLOGG ENGINEERING, INC	DESIGN SERVICES \$10,674.00
<b>COFFEE CREEK LIFT STATION - Total</b>			<b>\$10,674.00</b>
		AMERICAN MUNICIPAL SERVICES LTD	COLLECTION SERVICES \$102.30
<b>OPWA - Total</b>			<b>\$102.30</b>
	AEP/PSO	ELECTRIC USE	\$1,392.10
	AT&T	CONSOLIDATED PHONE	\$13.16
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	JPMORGAN CHASE BANK	ANCHOR PAINT-SUPPLIES	\$26.57
	JPMORGAN CHASE BANK	DEQ-LIC RENEW	\$92.00
	JPMORGAN CHASE BANK	DEQ-LIC RENEW FEE	\$92.00
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	\$27.40
	JPMORGAN CHASE BANK	MURPHY-SUPPLIES	\$44.64
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$99.98
	JPMORGAN CHASE BANK	OWASSO CHAMBER-FEE	\$20.00
	JPMORGAN CHASE BANK	OWASSO FENCE-ROLLER	\$106.41
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$117.36
	JPMORGAN CHASE BANK	STAPLES-SUPPLIES	\$72.47
	JPMORGAN CHASE BANK	SUNDANCE-SUPPLIES	\$62.82
	STANDLEY SYSTEMS LLC	COPIER MAINTENANCE AGREEM	\$234.74
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$106.69
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE INV	\$49.76
<b>OPWA ADMINISTRATION - Total</b>			<b>\$27,558.10</b>
	BANCFIRST	800469017/09B	\$55,960.40
	BANCFIRST	800470015/09C	\$23,361.34
	BANCFIRST	800471013/SANTA FE	\$14,375.74
	BANCFIRST	800472011/RANCH CREEK	\$25,377.32
	BANCFIRST	800780017/19C	\$84,891.80
<b>OPWA DEBT SERVICE - Total</b>			<b>\$203,966.60</b>
	GREELEY & HANSEN LLC LBX 619776	ENGINEERING SERVICES - RA	\$17,502.56
<b>RANCH CRK INTCPY UPGRADE - Total</b>			<b>\$17,502.56</b>
	AEP/PSO	ELECTRIC USE	\$137.19
	AT&T	CONSOLIDATED PHONE	\$13.16
	INTEGRITY WEIGHING SOLUTIONS LLC	REPLACED J-BOX	\$356.99
	JPMORGAN CHASE BANK	NATURAL EVOLUTION-SVC	\$513.82
	JPMORGAN CHASE BANK	TERMINIX-PEST CONTROL	\$219.00
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$1,917.00
	OSI ENVIRONMENTAL INC	USED OIL COLLECTION SERVI	\$150.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$52.50
<b>RECYCLE CENTER - Total</b>			<b>\$3,359.66</b>

## Claims List - 10/6/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	COVANTA LANCASTER, INC	\$2,930.75
		JPMORGAN CHASE BANK	\$21.60
		JPMORGAN CHASE BANK	\$159.99
		JPMORGAN CHASE BANK	\$21.93
		JPMORGAN CHASE BANK	\$26.10
		JPMORGAN CHASE BANK	\$49.73
		JPMORGAN CHASE BANK	\$603.07
		JPMORGAN CHASE BANK	\$325.00
		JPMORGAN CHASE BANK	\$1,922.29
		JPMORGAN CHASE BANK	\$910.76
		JPMORGAN CHASE BANK	\$9,157.20
		JPMORGAN CHASE BANK	\$290.48
	SPOK INC.	PAGER USE	\$80.82
	TREASURER PETTY CASH	CDL RENEW-MERSEBURGH	\$59.80
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$184.44
	UNITED ENGINES, LLC	2012 STREET SWEEPER	\$910.76
	UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE INV	\$44.43
<b>REFUSE COLLECTIONS - Total</b>			<b>\$17,699.15</b>
	FELKINS ENTERPRISES LLC	DOOR HANGERS	\$190.00
	JPMORGAN CHASE BANK	STAPLES-TONER	\$25.87
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$5,389.21
<b>UTILITY BILLING - Total</b>			<b>\$5,605.08</b>
	AEP/PSO	ELECTRIC USE	\$5,540.86
	JPMORGAN CHASE BANK	BROWN FARMS-SOD	\$42.00
	JPMORGAN CHASE BANK	BUMP2BUMP-CONNECTORS	\$2.45
	JPMORGAN CHASE BANK	BUMP2BUMP-HOSE	\$7.09
	JPMORGAN CHASE BANK	BUMP2BUMP-PARTS	\$101.52
	JPMORGAN CHASE BANK	CORE&MAIN-FLAGS	\$100.00
	JPMORGAN CHASE BANK	DEQ-LIC FEE	\$138.00
	JPMORGAN CHASE BANK	DEQ-LIC RENEW	\$92.00
	JPMORGAN CHASE BANK	LOWES-RAGS	\$34.44
	JPMORGAN CHASE BANK	MORE&MAIN-PARTS	\$157.81
	JPMORGAN CHASE BANK	NEXT LEVEL-SAFETY HAT	\$171.00
	JPMORGAN CHASE BANK	RED WING-BOOTS	\$510.00
	SPOK INC.	PAGER USE	\$54.38
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$158.52
	WASHINGTON CO RURAL WATER DISTRICT	MAGNOLIA LS WATER	\$23.10
	WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER	\$19.86

## Claims List - 10/6/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	<b>WASTEWATER COLLECTIONS - Total</b>	<b>\$7,153.03</b>
	AEP/PSO	ELECTRIC USE	\$25,688.55
	AT&T	CONSOLIDATED PHONE	\$39.49
	JPMORGAN CHASE BANK	ACCURATE ENV-TESTING	\$1,030.00
	JPMORGAN CHASE BANK	AMAZON-PARTS	\$209.90
	JPMORGAN CHASE BANK	AMAZON-RELAY	\$39.50
	JPMORGAN CHASE BANK	DEQ-TEST FEE	\$62.00
	JPMORGAN CHASE BANK	FORT BEND-POLYMER	\$7,425.00
	JPMORGAN CHASE BANK	FORT BEND-TOTE	\$3,795.00
	JPMORGAN CHASE BANK	GELCO-BOOTS	\$179.99
	JPMORGAN CHASE BANK	GREEN COUNTRY-SUPPLIE	\$50.00
	JPMORGAN CHASE BANK	GREEN COUNTRY-TESTING	\$55.00
	JPMORGAN CHASE BANK	HACH CO-REAGENTS	\$777.66
	JPMORGAN CHASE BANK	HACH-REAGENT	\$57.44
	JPMORGAN CHASE BANK	LAWSON-GLOVES	\$439.06
	JPMORGAN CHASE BANK	LOWES-BOLTS	\$2.56
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$90.00
	JPMORGAN CHASE BANK	LOWES-TOOLS	\$44.96
	JPMORGAN CHASE BANK	MOORE'S-GRASS CARP	\$700.00
	JPMORGAN CHASE BANK	NCL OF WISC-SUPPLIES	\$155.16
	JPMORGAN CHASE BANK	SAMS-TOWELS	\$16.98
	JPMORGAN CHASE BANK	STAPLES-SUPPLIES	\$15.99
	JPMORGAN CHASE BANK	SUNDANCE-SUPPLIES	\$27.96
	JPMORGAN CHASE BANK	UPS-SHIPPING	\$24.14
	JPMORGAN CHASE BANK	WALMART-WATER	\$10.20
	JPMORGAN CHASE BANK	WALMART-WATER HOSE	\$10.20
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM	\$15,174.54
	SCHUERMANN ENTERPRISES, INC	EQUIPMENT REPAIRS	\$1,128.00
	SCHUERMANN ENTERPRISES, INC	SERVICE	\$3,000.00
	SPOK INC.	PAGER USE	\$26.94
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$217.57
		<b>WASTEWATER TREATMENT - Total</b>	<b>\$60,493.79</b>
	AEP/PSO	ELECTRIC USE	\$299.49
	CITY OF TULSA DEPT OF FINANCE	WQA LAB SERVICES	\$740.00
	JET TRUCKING, LLC	DIRT	\$125.00
	JPMORGAN CHASE BANK	ACCURATE ENV-TESTING	\$805.00
	JPMORGAN CHASE BANK	CORE&MAIN-PARTS	\$172.38
	JPMORGAN CHASE BANK	CORE&MAIN-RESETTERS	\$15,900.00
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$4,058.21
	JPMORGAN CHASE BANK	CORE&MAIN-TOOLS	\$88.50
	JPMORGAN CHASE BANK	DEQ-LIC RENEW	\$828.00

## Claims List - 10/6/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	EQUIP ONE-REPAIR \$50.00
		JPMORGAN CHASE BANK	J QUINTON-REPAIR \$155.00
		JPMORGAN CHASE BANK	LOWES-CAPS \$8.14
		JPMORGAN CHASE BANK	LOWES-MAIL BOX \$39.98
		JPMORGAN CHASE BANK	LOWES-PINS \$127.94
		JPMORGAN CHASE BANK	LOWES-SUPPLIES \$167.44
		JPMORGAN CHASE BANK	LOWES-WATER HOSE \$29.98
		JPMORGAN CHASE BANK	NEXT LEVEL-SAFETY HAT \$171.00
		JPMORGAN CHASE BANK	UTILITY SUPPLY-SUPPLI \$793.30
		JPMORGAN CHASE BANK	YELLOWHOUSE-HOSES \$87.05
		SPOK INC.	PAGER USE \$81.32
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$248.63
		<b>WATER - Total</b>	<b>\$24,976.36</b>
		CP&Y INC	DESIGN SERVICES \$4,200.00
		CP&Y INC	DESIGN SERVICES - WWTP U \$19,115.89
		JPMORGAN CHASE BANK	OFFICE DEPOT-FLASH DR \$49.98
		<b>WWTP UPGRADE - Total</b>	<b>\$23,365.87</b>
		<b>OPWA - Total</b>	<b>\$402,456.50</b>
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE \$231,877.50
		BANCFIRST	800730038/2018 NOTE \$96,294.66
		BANCFIRST	800826026/2020 NOTE \$96,036.11
		<b>OPWA STF DEBT SERVICE - Total</b>	<b>\$424,208.27</b>
		<b>OPWA SALES TAX - Total</b>	<b>\$424,208.27</b>
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT \$4,728.41
		<b>OPWA ST SUB - DEBT SERV - Total</b>	<b>\$4,728.41</b>
		<b>OPWA SALES TAX SUB ACCOUN - Total</b>	<b>\$4,728.41</b>
		<b>OPWA Grand Total</b>	<b>\$831,393.18</b>

**OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 09/12/2020**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	15,243.82	22,890.04
405 Utility Billing	6,768.00	11,861.41
420 Water	16,438.89	27,182.63
450 Wastewater	15,593.85	24,446.45
455 Wastewater Collection	13,084.70	22,224.75
480 Refuse	16,025.47	26,039.78
485 Recycle Center	1,792.00	4,054.64
<b>FUND TOTAL</b>	<b>84,946.73</b>	<b>138,699.70</b>



OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 09/26/2020

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	15,523.02	23,217.63
405 Utility Billing	6,768.00	11,861.42
420 Water	16,764.22	27,564.18
450 Wastewater	11,644.80	19,589.53
455 Wastewater Collection	12,698.05	21,776.25
480 Refuse	14,252.68	23,903.31
485 Recycle Center	2,344.00	4,729.81
<u>FUND TOTAL</u>	<u>79,994.77</u>	<u>132,642.13</u>