

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, November 1, 2022 - 6:30 PM

NOTE: APPROPRIATE ACTION may include, but is not limited to: acknowledging, affirming, amending, approving, authorizing, awarding, denying, postponing, or tabling.

AGENDA

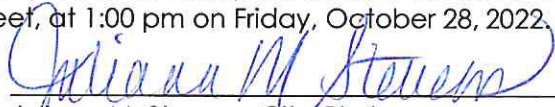
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OCT 28 2022 *HS*

City Clerk's Office

1. **Call to Order**
Chair Kelly Lewis
2. **Roll Call**
3. **Consideration and appropriate action relating to 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 – October 18, 2022, 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 October 22, 2022
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 10, 2021, and the Agenda posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, October 28, 2022.



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, OCTOBER 18, 2022

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, October 18, 2022, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 10, 2021; and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, October 14, 2022.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 7:37 pm.

2. **Roll Call** – A quorum was declared present.

Present	Absent
Chair – Kelly Lewis	Trustee – Bill Bush
Vice Chair – Alvin Fruga	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	

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 – October 4, 2022, and October 11, 2022, Regular Meetings
- B. Approve claims
- C. Accept the 2020 Owasso Market Sewer Improvement – Rebid Project and authorize final payment to Jerry's Excavation, Inc., of Hulbert, Oklahoma in the amount of \$70,957.55

Mr. Bonebrake moved, seconded by Mr. Dunn to approve the Consent Agenda as presented, with claims totaling \$1,464,417.88.

YEA: Bonebrake, Dunn, Fruga, Lewis

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 Fiscal Year 2022-2023 budget amendment for the re-appropriation of carryover funds from Fiscal Year 2021-2022**

Carly Novozinsky presented the item, recommending approval of a budget amendment, increasing the estimate of revenues by \$11,346,447.70, and appropriation for expenditures by \$15,491,591.84. There were no comments from the audience. Mr. Dunn moved, seconded by Mr. Fruga to approve the budget amendment, as recommended.

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

Motion carried: 4-0

6. **Consideration and appropriate action relating to an agreement for architectural and engineering design services for the Public Works and Vehicle Maintenance Facilities**

Roger Stevens presented the item, recommending approval of an architectural and engineering agreement between the OPWA and Beck Design of Tulsa, Oklahoma, in an amount not to exceed \$811,550.00, and authorization to execute all necessary documents. After discussion, Ms. Lewis moved, seconded by Mr. Dunn to approve the agreement and authorize execution of all necessary documents, as recommended.

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

Motion carried: 4-0

7. Consideration and appropriate action relating to a Development and Financing Agreement for development project assistance in the Owasso Redbud District Project Plan, Tax Increment Financing District No. 1, for a residential project located at 414 South Birch

Chris Garrett presented the item, recommending approval of the Development and Financing Agreement with New Age Homes, LLC, and authorization to execute all necessary documents. After discussion, Mr. Dunn moved, seconded by Mr. Bonebrake to approve the agreement and authorize execution of all necessary documents, as recommended.

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

Motion carried: 4-0

8. Report from OPWA Manager - None

9. Report from OPWA Attorney - None

10. Official Notices - The Chair acknowledged receipt of the following:

- Payroll Payment Report – Pay Period Ending Date October 8, 2022
- Monthly Budget Status Report – September 2022

11. New Business - None

12. Adjournment

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

YEA: Bonebrake, Dunn, Fruga, Lewis

NAY: None

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

Juliann M. Stevens, Authority Clerk

Kelly Lewis, Chair

Claims List - 11/01/2022

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	KELLOGG ENGINEERING, INC	117 LFT STAT & FORCE MAIN \$8,513.00
117TH STREET FORCE MAIN - Total			\$8,513.00
	JPMORGAN CHASE BANK	TWIN CITIES-CONCRETE	\$8,764.00
COFFEE CREEK LIFT STATION - Total			\$8,764.00
	AMERICAN MUNICIPAL SERVICES LTD	COLLECTION SERVICES	\$121.49
OPWA - Total			\$121.49
	AEP/PSO	ELECTRIC USE	\$1,816.49
	CINTAS CORPORATION	FIRST AID SUPPLIES	\$67.20
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	CITY OF OWASSO	GEN LIAB/PROP SELF-IN	\$150,000.00
	JPMORGAN CHASE BANK	AMAZON-SUPPLIES	\$36.29
	JPMORGAN CHASE BANK	CHAMBER-DUES	\$20.00
	JPMORGAN CHASE BANK	ODP BUS SOL-SUPPLIES	\$32.61
	JPMORGAN CHASE BANK	ODP-SUPPLIES	\$107.14
	JPMORGAN CHASE BANK	REASORS-SUPPLIES	\$48.95
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$535.49
	JPMORGAN CHASE BANK	SAPPHIRE-SERVICE	\$110.00
	JPMORGAN CHASE BANK	SUNDANCE-SUPPLIES	\$27.44
	OWASSO CHARACTER COUNCIL, INC	CHARACTER LUNCHEON	\$120.00
	ROBINSON GLASS OF TULSA	WINDOW REPLACEMENT	\$623.00
	STANDLEY SYSTEMS LLC	COPIER SERVICE	\$249.14
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$88.61
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	\$55.46
OPWA ADMINISTRATION - Total			\$178,937.82
	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	\$121,268.47
OPWA DEBT SERVICE - Total			\$240,343.27
	AEP/PSO	ELECTRIC USE	\$237.28
	JPMORGAN CHASE BANK	WASTE MGMT-DISPOSAL	\$1,226.68
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$37.40
RECYCLE CENTER - Total			\$1,501.36
	JPMORGAN CHASE BANK	BROWNSO-UNIFORM	\$156.20
	JPMORGAN CHASE BANK	BUMPER-EQUIPMENT	\$49.99
	JPMORGAN CHASE BANK	BUMPER-PARTS	\$6.18
	JPMORGAN CHASE BANK	BUMPER-SUPPLIES	\$84.30
	JPMORGAN CHASE BANK	FROST OIL-SUPPLIES	\$872.87
	JPMORGAN CHASE BANK	HOME DEPOT-REFUND	(\$239.52)

Claims List - 11/01/2022

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	HOME DEPOT-SUPPLIES \$629.92
		JPMORGAN CHASE BANK	LOWES-EQUIPMENT \$55.96
		JPMORGAN CHASE BANK	OK PUB-LICENSE \$30.16
		JPMORGAN CHASE BANK	PTG-REPAIR \$520.50
		JPMORGAN CHASE BANK	WASTE MGMT-DISPOAL \$12,279.60
		SPOK INC.	PAGER USE \$150.24
		TOTER, INC.	REFUSE CARTS \$13,946.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$140.52
		UNITED STATES CELLULAR CORPORATION	PW CELL PHONES \$49.52
REFUSE COLLECTIONS - Total			\$28,732.44
		JPMORGAN CHASE BANK	ODP-SUPPLIES \$33.32
		TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES \$3,598.49
UTILITY BILLING - Total			\$3,631.81
		AEP/PSO	ELECTRIC USE \$7,914.41
		CINTAS CORPORATION	FIRST AID SUPPLIES \$84.03
		JPMORGAN CHASE BANK	EQUIP ONE-SUPPLIES \$32.42
		JPMORGAN CHASE BANK	FASTENAL-REPAIR \$66.84
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$92.25
		SPOK INC.	PAGER USE \$79.16
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$122.70
		WASHINGTON CO RURAL WATER DISTRICT	MAGNOLIA LS WATER \$23.10
		WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER \$19.80
WASTEWATER COLLECTIONS - Total			\$8,434.71
		AEP/PSO	ELECTRIC USE \$40,734.29
		JPMORGAN CHASE BANK	ACCURATE-TESTING \$160.00
		JPMORGAN CHASE BANK	BLUE BOOK-SUPPLIES \$257.32
		JPMORGAN CHASE BANK	BUMPER-PARTS \$584.06
		JPMORGAN CHASE BANK	BUMPER-SUPPLIES \$42.92
		JPMORGAN CHASE BANK	CINTAS-REFILL \$80.61
		JPMORGAN CHASE BANK	CORE&MAIN-PARTS \$322.75
		JPMORGAN CHASE BANK	DYKMAN-PARTS \$1,080.00
		JPMORGAN CHASE BANK	GRAINGER-PARTS \$704.62
		JPMORGAN CHASE BANK	GRAINGER-REPAIR \$293.05
		JPMORGAN CHASE BANK	GRAINGER-SUPPLIES \$98.85
		JPMORGAN CHASE BANK	HACH-PARTS \$544.83
		JPMORGAN CHASE BANK	HOME DEPOT-PARTS \$19.64
		JPMORGAN CHASE BANK	ODP BUS SOL-EQUIPMENT \$119.98
		JPMORGAN CHASE BANK	SAMS-SUPPLIES \$28.57
		JPMORGAN CHASE BANK	SUNDANCE-SUPPLIES \$27.44
		JPMORGAN CHASE BANK	TULCO-SUPPLIES \$1,922.50
		JPMORGAN CHASE BANK	UV-PARTS \$14,267.88

Claims List - 11/01/2022

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	WALMART-SUPPLIES \$17.40
		JPMORGAN CHASE BANK	WASTE MGMT-DISPOSAL \$9,962.58
		SPOK INC.	PAGER USE \$79.33
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$324.94
		WASTEWATER TREATMENT - Total	\$71,673.56
		AEP/PSO	ELECTRIC USE \$311.03
		CITY OF TULSA DEPT OF FINANCE	LAB SERVICES-SEPT 22 \$820.00
		JPMORGAN CHASE BANK	ADVANCE-SUPPLIES \$24.27
		JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES \$6,541.95
		JPMORGAN CHASE BANK	HARBOR-PARTS \$32.97
		JPMORGAN CHASE BANK	LOWES-PARTS \$56.52
		JPMORGAN CHASE BANK	LOWES-SUPPLIES \$60.20
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$92.25
		JPMORGAN CHASE BANK	RED WING-UNIFORM \$157.49
		JPMORGAN CHASE BANK	TWIN CITIES-CONCRETE \$616.80
		OWASSO CHARACTER COUNCIL, INC	CHARACTER LUNCHEON \$40.00
		SPOK INC.	PAGER USE \$187.80
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$124.12
		WATER - Total	\$9,065.40
		CP&Y INC	WWTP LS EXPAN PROJ \$14,069.28
		WWTP UPGRADE - Total	\$14,069.28
		OPWA - Total	\$573,788.14
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE \$233,647.50
		BANCFIRST	800730038/2018 NOTE \$92,970.00
		BANCFIRST	800826026/2020 NOTE \$95,628.05
		OPWA STF DEBT SERVICE - Total	\$422,245.55
		OPWA SALES TAX - Total	\$422,245.55
68	OPWA TIF	CENTER FOR ECONOMIC DEVELOPMENT	LEGAL SERVICES \$450.00
		OPWA ECONOMIC DEV - Total	\$450.00
		OPWA TIF - Total	\$450.00
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT \$5,840.80
		OPWA ST SUB - DEBT SERV - Total	\$5,840.80
		OPWA SALES TAX SUB ACCOUN - Total	\$5,840.80
		OPWA Grand Total	\$1,002,324.49

**OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 10/22/22**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	17,505.67	26,028.72
405 Utility Billing	7,592.81	13,033.62
420 Water	16,670.72	26,793.20
450 Wastewater	14,939.93	24,314.03
455 Wastewater Collection	17,313.11	28,565.03
480 Refuse	17,124.79	28,510.36
485 Recycle Center	2,664.00	4,915.72
FUND TOTAL	93,811.03	152,160.68