

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

Council Chambers Old Central Building

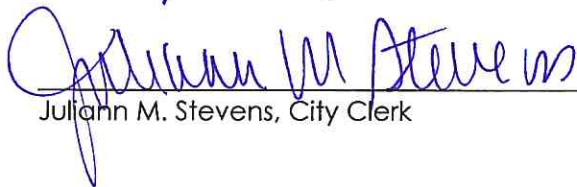
109 North Birch, Owasso, OK

TUESDAY, NOVEMBER 3, 2020 - 6:30 PM

AGENDA

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 - October 20, 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 October 24, 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 30, 2020.



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

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City Clerk's Office
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OWASSO PUBLIC WORKS AUTHORITY (OPWA)

MINUTES OF REGULAR MEETING

Tuesday, October 20, 2020

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, October 20, 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, October 16, 2020.

1. Call to Order

Chair Bill Bush called the meeting to order at 7:13 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 - October 6, 2020, and October 13, 2020, Regular Meetings
- B. Approve claims

Mr. Kelley moved, seconded by Ms. Lewis to approve the Consent Agenda, as presented, with claims totaling \$426,647.90.

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 budget amendments for the re-appropriation of carryover funds from Fiscal Year 2019-2020

Jennifer Newman presented the item, recommending approval of a budget amendment increasing the estimate of revenues by \$29,376,052.00 and the appropriation for expenditures by \$31,245,382.00 for the Owasso Public Works Authority.

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

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0

6. Consideration and appropriate action relating to the purchase of a new truck and declaration of a surplus vehicle

Robert Allison presented the item, recommending approval to purchase a 2021 Chevrolet 1500 4x4, Crew Cab truck, in the amount of \$30,829.00, from Carter Chevrolet of Edmond, Oklahoma, per the State of Oklahoma's approved contract #SW035; and, to declare the 2009 Dodge Dakota (VIN# 1D3HW38K99S726795) as surplus to the needs of Owasso Public Works Authority and disposed of via on line auction.

There were no comments from the audience. After discussion, Mr. Kelley moved, seconded by Mr. Dunn to approve the purchase and declare the 2009 vehicle surplus, as recommended.

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

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 Report – pay period ending date October 10, 2020
- Monthly Budget Status Report – September 2020

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

YEA: Bonebrake, Dunn, Kelley, Lewis, Bush

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:19 pm.

Bill Bush, Chair

Juliann M. Stevens, Authority Clerk

Claims List - 11/3/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AT&T	CONSOLIDATED PHONE \$13.50
		CITY OF OWASSO	ADMIN OVERHEAD \$25,000.00
		JPMORGAN CHASE BANK	AMAZON-FILTER \$51.90
		JPMORGAN CHASE BANK	BEWLEY-SUPPLIES \$31.45
		JPMORGAN CHASE BANK	DELL-MONITOR \$364.78
		JPMORGAN CHASE BANK	DELL-PC \$1,112.33
		JPMORGAN CHASE BANK	DELL-SPEAKER \$31.58
		JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES \$2.99
		JPMORGAN CHASE BANK	SAMS-SUPPLIES \$109.29
		JPMORGAN CHASE BANK	SUNDANCE-SUPPLIES \$71.35
		JPMORGAN CHASE BANK	WALMART-SUPPLIES \$6.96
		RICH & CARTMILL	NOTARY BOND RENEWAL - CHE \$30.00
		STANDLEY SYSTEMS LLC	COPIER MAINTENANCE AGREEM \$234.59
		TREASURER PETTY CASH	NOTARY FEES-GRANT \$20.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$76.46
		UNITED STATES CELLULAR CORPORATION	PW MONTHLY CELL PHONE CHA \$50.75
OPWA ADMINISTRATION - Total			\$27,207.93
		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
OPWA DEBT SERVICE - Total			\$203,966.60
		GREELEY & HANSEN LLC LBX 619776	ENGINEERING SERVICES - RA \$2,898.72
RANCH CRK INTCPT UPGRADE - Total			\$2,898.72
		AT&T	CONSOLIDATED PHONE \$13.50
		OSI ENVIRONMENTAL INC	USED OIL - COLLECTION SER \$150.00
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE \$36.70
RECYCLE CENTER - Total			\$200.20
		CINTAS CORPORATION	FIRST AID SUPPLIES - INV# \$84.60
		JPMORGAN CHASE BANK	AFFILIATED ELECT-PART \$29.30
		JPMORGAN CHASE BANK	AMERIFLEX-SUPPLIES \$94.89
		JPMORGAN CHASE BANK	BUMP2BUMP-PARTS \$18.97
		JPMORGAN CHASE BANK	BUMP2BUMP-SUPPLIES \$56.68
		JPMORGAN CHASE BANK	FLEETPRIDE-PARTS \$27.78
		JPMORGAN CHASE BANK	FLEETPRIDE-SUPPLIES \$761.96
		JPMORGAN CHASE BANK	HARD HAT SFTY-GLOVES \$62.79
		JPMORGAN CHASE BANK	KW TULSA-PARTS \$93.08
		JPMORGAN CHASE BANK	LOWES-HEAD LIGHT \$19.97

Claims List - 11/3/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	\$1,738.98
		JPMORGAN CHASE BANK	\$25.85
		JPMORGAN CHASE BANK	\$635.25
		JPMORGAN CHASE BANK	\$120.00
		SPOK INC.	\$80.82
		UNIFIRST HOLDINGS LP	\$122.96
		UNITED STATES CELLULAR CORPORATION	\$45.32
		YELLOWHOUSE MACHINERY CO OF OK	\$832.00
		REFUSE COLLECTIONS - Total	\$4,851.20
		TECHNICAL PROGRAMMING SERVICES INC	\$1,395.82
		UTILITY BILLING - Total	\$1,395.82
		BRIGHT LIGHT ELECTRIC, LLC	\$16,700.00
		JAMES A. OZBUN	\$1,734.00
		JPMORGAN CHASE BANK	\$124.00
		JPMORGAN CHASE BANK	\$23.37
		JPMORGAN CHASE BANK	\$17.50
		JPMORGAN CHASE BANK	\$49.36
		JPMORGAN CHASE BANK	\$49.78
		JPMORGAN CHASE BANK	\$350.00
		JPMORGAN CHASE BANK	\$117.36
		JPMORGAN CHASE BANK	\$111.31
		JPMORGAN CHASE BANK	\$46.00
		JPMORGAN CHASE BANK	\$10.84
		JPMORGAN CHASE BANK	\$2.09
		JPMORGAN CHASE BANK	\$62.79
		JPMORGAN CHASE BANK	\$52.60
		JPMORGAN CHASE BANK	\$175.84
		JPMORGAN CHASE BANK	\$44.97
		JPMORGAN CHASE BANK	\$9.08
		JPMORGAN CHASE BANK	\$8.88
		JPMORGAN CHASE BANK	\$32.99
		JPMORGAN CHASE BANK	\$25.87
		SCHUERMAN ENTERPRISES, INC	\$23,500.00
		SPOK INC.	\$54.38
		UNIFIRST HOLDINGS LP	\$105.68
		WASHINGTON CO RURAL WATER DISTRICT	\$23.10
		WASHINGTON CO RURAL WATER DISTRICT	\$19.81
		YELLOWHOUSE MACHINERY CO OF OK	\$192.00
		YELLOWHOUSE MACHINERY CO OF OK	\$832.00

Claims List - 11/3/2020

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	WASTEWATER COLLECTIONS - Total	\$44,475.60
	AT&T	CONSOLIDATED PHONE	\$40.49
	JAMES A. OZBUN	WWTP - NEW MOTOR BLOWER #	\$3,580.00
	JPMORGAN CHASE BANK	AMAZON-BATTERIES	\$44.99
	JPMORGAN CHASE BANK	FASTENAL-TOOLS	\$137.83
	JPMORGAN CHASE BANK	FORT BEND-POLYMER	\$5,280.00
	JPMORGAN CHASE BANK	FORT BEND-SUPPLIES	\$3,795.00
	JPMORGAN CHASE BANK	GRAINGER-CONES	\$417.80
	JPMORGAN CHASE BANK	GRAINGER-CYLINDER	\$51.50
	JPMORGAN CHASE BANK	GRAINGER-PAPER TOWELS	\$67.30
	JPMORGAN CHASE BANK	GRAINGER-REAGENT	\$89.00
	JPMORGAN CHASE BANK	GRAINGER-TOOLS	\$150.00
	JPMORGAN CHASE BANK	HACH CO-PIPETS/REAGEN	\$553.14
	JPMORGAN CHASE BANK	HARD HAT SFTY-GLOVES	\$62.79
	JPMORGAN CHASE BANK	KOMLINE-PARTS	\$300.57
	JPMORGAN CHASE BANK	MUSTANG MOWERS-SUPPLI	\$74.83
	JPMORGAN CHASE BANK	MUSTANG MOWERS-SVC	\$254.41
	JPMORGAN CHASE BANK	NCH CO-SUPPLIES	\$199.65
	JPMORGAN CHASE BANK	NCL OF WISC-THERM	\$282.52
	JPMORGAN CHASE BANK	NCL-THERMOMETER	\$67.61
	JPMORGAN CHASE BANK	PAGERSDIRECT-BUNGEEES	\$25.87
	JPMORGAN CHASE BANK	SCHRIEBER-PARTS	\$766.00
	JPMORGAN CHASE BANK	TULCO-OIL	\$300.80
	JPMORGAN CHASE BANK	WALMART-WATER	\$12.24
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM	\$6,054.81
	SPOK INC.	PAGER USE	\$26.94
	UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$116.78
	YELLOWHOUSE MACHINERY CO OF OK	BULL DOZER RENTAL - INV#	\$832.00
		WASTEWATER TREATMENT - Total	\$23,584.87
	BILL BASORE TRUCKING & EXCAVATION,	DIRT	\$65.00
	CITY OF TULSA DEPT OF FINANCE	WATER REIMBURSEMENTS INV#	\$840.00
	INDEPTH UTILITY SOLUTIONS LLC	AQUAPHON WATER KIT	\$9,842.00
	JET TRUCKING, LLC	YARD DIRT	\$480.00
	JPMORGAN CHASE BANK	CORE&MAIN-REFUND	(\$14.50)
	JPMORGAN CHASE BANK	CORE&MAIN-REPAIR	\$526.50
	JPMORGAN CHASE BANK	DITCH WITCH-EQUIP	\$100.13
	JPMORGAN CHASE BANK	GREENHILL-GRAVEL	\$439.42
	JPMORGAN CHASE BANK	HARD HAT SFTY-GLOVES	\$62.79
	JPMORGAN CHASE BANK	LOCKE-GAUGE	\$19.55
	JPMORGAN CHASE BANK	LOCKE-PARTS	\$4.38

Claims List - 11/3/2020

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	JPMORGAN CHASE BANK	LOWES-BATTERY	\$131.98
		JPMORGAN CHASE BANK	PAGERSDIRECT-BUNGEES	\$25.87
		JPMORGAN CHASE BANK	RED WING-BOOTS	\$139.49
		JPMORGAN CHASE BANK	UTILITY SPLY-TAP SADD	\$533.76
		SCHUERMANN ENTERPRISES, INC	SERVICE	\$890.20
		SPOK INC.	PAGER USE	\$81.32
		UNIFIRST HOLDINGS LP	UNIFORM SERVICE	\$153.18
		YELLOWHOUSE MACHINERY CO OF OK	BULL DOZER RENTAL - INV#	\$832.00
		WATER - Total		\$15,153.07
		CP&Y INC	DESIGN SERVICES	\$49,288.82
		TULSA WORLD	PUBLICATION	\$91.02
		WWTP UPGRADE - Total		\$49,379.84
		OPWA - Total		\$373,113.85
	67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE
		BANCFIRST	800730038/2018 NOTE	\$96,294.70
		BANCFIRST	800826026/2020 NOTE	\$96,036.12
		OPWA STF DEBT SERVICE - Total		\$424,208.32
	OPWA SALES TAX - Total		\$424,208.32	
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT	\$4,648.56
		OPWA ST SUB - DEBT SERV - Total		\$4,648.56
	OPWA SALES TAX SUB ACCOUN - Total		\$4,648.56	
OPWA Grand Total			\$801,970.73	

OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 10/24/20

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	16,055.37	19,423.81
405 Utility Billing	6,768.00	8,180.39
420 Water	16,885.89	20,348.22
450 Wastewater	11,427.18	13,840.72
455 Wastewater Collection	12,515.28	15,131.47
480 Refuse	14,610.44	17,488.89
485 Recycle Center	2,276.38	2,771.83
<u>FUND TOTAL</u>	<u>80,538.54</u>	<u>97,185.33</u>