

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

Council Chambers Old Central Building

109 North Birch, Owasso, OK

Tuesday, November 7, 2023 - 6:30 PM

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

AGENDA

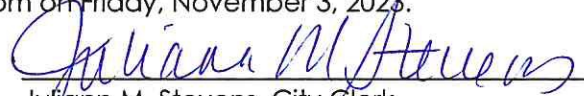
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City Clerk's Office

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 17, 2023, 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 21, 2023
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 9, 2022, and the Agenda posted at City Hall, 200 South Main Street, at 1:00 pm on Friday, November 3, 2023.


Juliann M. Stevens, City Clerk

The City of Owasso encourages citizen participation. To request an accommodation due to a disability, contact the City Clerk 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 17, 2023

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, October 17, 2023, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed Friday, December 9, 2022; 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 13, 2023.

1. **Call to Order** - Chair Kelly Lewis called the meeting to order at 7:09 pm.

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

Present	Absent
Chair – Kelly Lewis	None
Vice Chair – Alvin Fruga	
Trustee – Doug Bonebrake	
Trustee – Lyndell Dunn	
Trustee – Paul Loving	

Staff: Authority Manager – Warren Lehr / Authority Attorney - Julie Lombardi

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 3, 2023, and October 10, 2023, Regular Meetings
- B. Approve claims

Mr. Dunn moved, seconded by Mr. Fruga, to approve the Consent Agenda as presented, with claims totaling \$1,080,358.97.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

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 Fiscal Year 2023-2024 budget amendment for the re-appropriation of carryover funds from Fiscal Year 2022-2023**

Carly Novozinsky presented the item, recommending approval of a budget amendment in the OPWA Fund, increasing the appropriation for expenditures by \$4,462,344.85. There were no comments from the audience. Ms. Lewis moved, seconded by Mr. Bonebrake, to approve the budget amendment, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

6. **Consideration and appropriate action relating to bids received for the purchase of universal rollout waste containers**

Travis Blundell presented the item, recommending to award the base bid and the alternate bid to Rehrig Pacific Company of Dallas, Texas, for the purchase of green, red, and blue waste collection containers at \$76.00 per container when purchased in quantities of fifty, and \$56.42 per container when purchased by the truckload shipment of 702 containers; and, authorization to execute all necessary documents. There were no comments from the audience. After discussion, Mr. Bonebrake moved, seconded by Mr. Dunn, to award the bid and alternate bid, and authorize execution of all necessary documents, as recommended.

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0

7. Report from OPWA Manager

None

8. Report from OPWA Attorney

None

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

- Payroll Payment Report – Pay Period Ending Date October 7, 2023
- Monthly Budget Report – September 2023

10. New Business - None

11. Adjournment

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

YEA: Bonebrake, Dunn, Loving, Fruga, Lewis

NAY: None

Motion carried: 5-0 and the meeting adjourned at 7:16 pm.

Juliann M. Stevens, Authority Clerk

Kelly Lewis, Chair

Claims List - 11/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	UNIVERSAL FIELD SERVICES INC	EASEMENT CONSULTANT \$2,800.00
117TH STREET FORCE MAIN - Total			\$2,800.00
	AEP/PSO	ELECTRIC USE	\$2,145.51
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	COX COMMUNICATIONS	PHONE USAGE	\$26.63
	JPMORGAN CHASE BANK	CHAMBER-FEES	\$30.00
	JPMORGAN CHASE BANK	ODP-BATTERIES	\$64.81
	JPMORGAN CHASE BANK	ODP-SUPPLIES	\$27.93
	JPMORGAN CHASE BANK	ONG-NATURAL GAS USAGE	\$160.41
	JPMORGAN CHASE BANK	REASORS-LUNCHEON	\$130.00
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$385.63
	JPMORGAN CHASE BANK	STABLEPOINT-HOSTING	\$19.99
	JPMORGAN CHASE BANK	WALMART-CHARGER	\$9.88
	JPMORGAN CHASE BANK	WALMART-LUNCHEON	\$244.99
	OWASSO CHARACTER COUNCIL, INC	CHARACTER LUNCHEON	\$40.00
	STANDLEY SYSTEMS LLC	COPIER SERVICES	\$257.19
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$106.56
	UNITED STATES CELLULAR CORPORATION	PW CELL PHONES	\$82.89
OPWA ADMINISTRATION - Total			\$28,732.42
	BECK ASSOCIATES ARCHITECTS, PLLC	DESIGN SERVICES	\$14,632.88
OPWA BUILDING RENOVATION - Total			\$14,632.88
	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	\$121,342.64
OPWA DEBT SERVICE - Total			\$240,417.44
	AEP/PSO	ELECTRIC USE	\$248.17
	COX COMMUNICATIONS	PHONE USAGE	\$3.80
	JPMORGAN CHASE BANK	ACADEMY-SHOES	\$69.99
	JPMORGAN CHASE BANK	LOWES-SIGN	\$144.86
	TERMINIX	PEST CONTROL	\$89.00
	UNIFIRST HOLDINGS LP	UNIFORM SERVICES	\$55.20
RECYCLE CENTER - Total			\$611.02
	FELKINS ENTERPRISES LLC	RECYCLE CENTER SIGN	\$120.00
	TLS GROUP INC	DRILLING-RECYCLE CENT	\$450.00
RECYCLE CENTER EXPANSION - Total			\$570.00
	COX COMMUNICATIONS	PHONE USAGE	\$3.80
	JPMORGAN CHASE BANK	AMERIFLEX-HOSE CLAMPS	\$44.00
	JPMORGAN CHASE BANK	ATWOOD-GAS CAN	\$29.47

Claims List - 11/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	ATWOOD-SAFETY BOOTS \$179.99
		JPMORGAN CHASE BANK	BUMPER-FILTERS \$963.05
		JPMORGAN CHASE BANK	BUMPER-OIL FILTERS \$255.38
		JPMORGAN CHASE BANK	BUMPER-SUPPLIES \$94.65
		JPMORGAN CHASE BANK	BUMPER-WASHER FLUID \$220.20
		JPMORGAN CHASE BANK	GELCO-SAFETY BOOTS \$125.99
		JPMORGAN CHASE BANK	GRAINGER-BUMPERS \$1,591.02
		JPMORGAN CHASE BANK	HOOTEN-MOTOR OIL \$932.64
		JPMORGAN CHASE BANK	KIMS-HYDRAULIC HOSE \$119.33
		JPMORGAN CHASE BANK	KIMS-STREET SWEEPER \$72.10
		JPMORGAN CHASE BANK	LOWES-DRILL BITS \$49.38
		JPMORGAN CHASE BANK	PIKEPASS-FEES \$18.00
		JPMORGAN CHASE BANK	PREMIER TRUCK-REPAIR \$745.70
		JPMORGAN CHASE BANK	PTG-PARTS \$200.98
		JPMORGAN CHASE BANK	QUIKSERVICE-FLAT BAR \$28.86
		JPMORGAN CHASE BANK	SAMS-SUPPLIES \$29.32
		JPMORGAN CHASE BANK	SEMI CRAZY-CAR WASH \$400.00
		NOREGON SYSTEMS LLC	DIAGNOSTIC SOFTWARE \$2,499.00
		SPOK INC.	PAGER USE \$80.56
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$207.69
		UNITED STATES CELLULAR CORPORATION	PW CELL PHONES \$38.08
REFUSE COLLECTIONS - Total			\$8,929.19
		COX COMMUNICATIONS	PHONE USAGE \$19.04
		JPMORGAN CHASE BANK	AMAZON-OFFICE CHAIR \$229.99
		JPMORGAN CHASE BANK	SAMS-SUPPLIES \$9.34
		TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES \$6,480.88
UTILITY BILLING - Total			\$6,739.25
		AEP/PSO	ELECTRIC USE \$5,482.19
		COX COMMUNICATIONS	PHONE USAGE \$7.61
		J & R EQUIPMENT	PARTS FOR JETTER \$405.33
		JPMORGAN CHASE BANK	ONG-NATURAL GAS USAGE \$348.37
		LOT MAINTENANCE OF OKLAHOMA, INC.	CLEAN LIFT STATION \$1,500.00
		NOREGON SYSTEMS LLC	DIAGNOSTIC SOFTWARE \$1,129.57
		SPOK INC.	PAGER USE \$80.56
		UNIFIRST HOLDINGS LP	UNIFORM SERVICES \$128.54
		WASHINGTON CO RURAL WATER DISTRICT	COFFEE CREEK LS WATER \$23.10
		WASHINGTON CO RURAL WATER DISTRICT	MAGNOLIA LS WATER \$23.10
		WASHINGTON CO RURAL WATER DISTRICT	MORROW LS WATER \$19.80
WASTEWATER COLLECTIONS - Total			\$9,148.17
		AEP/PSO	ELECTRIC USE \$38,752.05
		AT&T	PHONE USE \$87.31

Claims List - 11/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	COX COMMUNICATIONS	\$15.21
		HAYNES EQUIPMENT COMPANY	\$11,024.01
		JPMORGAN CHASE BANK	\$295.00
		JPMORGAN CHASE BANK	\$150.00
		JPMORGAN CHASE BANK	\$29.00
		JPMORGAN CHASE BANK	\$520.45
		JPMORGAN CHASE BANK	\$5,170.11
		JPMORGAN CHASE BANK	\$74.28
		JPMORGAN CHASE BANK	(\$38.28)
		JPMORGAN CHASE BANK	\$73.10
		JPMORGAN CHASE BANK	\$27.95
		JPMORGAN CHASE BANK	\$408.91
		JPMORGAN CHASE BANK	\$447.52
		JPMORGAN CHASE BANK	\$132.05
		JPMORGAN CHASE BANK	\$41.38
		JPMORGAN CHASE BANK	\$60.97
		JPMORGAN CHASE BANK	\$20.34
		JPMORGAN CHASE BANK	\$20.10
		JPMORGAN CHASE BANK	\$11,453.11
		NOREGON SYSTEMS LLC	\$1,129.00
		SPOK INC.	\$30.21
		UNIFIRST HOLDINGS LP	\$234.95
		WASTEWATER TREATMENT - Total	\$70,158.73
		AEP/PSO	\$377.99
		CITY OF TULSA DEPT OF FINANCE	\$620.00
		COX COMMUNICATIONS	\$7.61
		JPMORGAN CHASE BANK	\$657.00
		NOREGON SYSTEMS LLC	\$1,129.00
		SPOK INC.	\$114.77
		UNIFIRST HOLDINGS LP	\$190.35
		WATER - Total	\$3,096.72
		CP&Y INC	\$26,153.26
		WWTP UPGRADE - Total	\$26,153.26
		OPWA - Total	\$411,989.08
67	OPWA SALES TAX	BANCFIRST	\$229,335.08
		BANCFIRST	\$94,718.34
		BANCFIRST	\$93,424.85
		OPWA STF DEBT SERVICE - Total	\$417,478.27
		OPWA SALES TAX - Total	\$417,478.27
69	OPWA SALES TAX SUB ACCON	MORROW PLACE INVESTMENT GROUP LLC	\$5,915.32

Claims List - 11/07/2023

Fund	Vendor Name	Payable Description	Payment Amount
69	OPWA SALES TAX SUB ACCOUN	OPWA ST SUB - DEBT SERV - Total	\$5,915.32
	OPWA SALES TAX SUB ACCOUN - Total		\$5,915.32
OPWA Grand Total			\$835,382.67

**OWASSO PUBLIC WORKS AUTHORITY
PAYROLL PAYMENT REPORT
PAY PERIOD ENDING DATE 10/21/23**

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	19,047.98	27,927.39
405 Utility Billing	8,799.20	14,678.03
420 Water	17,500.89	28,237.27
450 Wastewater	15,250.92	24,578.41
455 Wastewater Collection	15,192.90	25,736.17
480 Refuse	17,072.88	29,078.51
485 Recycle Center	2,845.60	5,238.92
FUND TOTAL	95,710.37	155,474.70