

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

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Council Chambers, Old Central Building  
109 N Birch, Owasso, OK 74055  
Regular Meeting  
Tuesday, December 4, 2018 – 6:30 pm

**RECEIVED**  
**NOV 30 2018**  
City Clerk's Office

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, November 20, 2018, 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 Reports – Pay Period Ending Date 11/24/18
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 December 15, 2017, and the Agenda posted at City Hall, 200 S Main St, at 6:00 pm on Friday, November 30, 2018.

  
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Juliann M. Stevens, City Clerk

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*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)*

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# OWASSO PUBLIC WORKS AUTHORITY

## MINUTES OF REGULAR MEETING Tuesday, November 20, 2018

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, November 20, 2018, in the Council Chambers at Old Central, 109 N Birch, Owasso, Oklahoma per the Notice of Public Meeting filed December 15, 2017, and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 S Main St, at 6:00 pm on Friday, November 16, 2018.

**1. Call to Order**

Chair Chris Kelley called the meeting to order at 7:52 pm.

**2. Roll Call**

Present

Absent

Chair – Chris Kelley

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**

- November 6, 2018, Regular Meeting
- November 13, 2018, Regular Meeting

**B. Approve claims**

Mr. Dunn moved, seconded by Ms. Lewis to approve the Consent Agenda with claims totaling \$331,034.99.

YEA: Bonebrake, Dunn, Lewis, Kelley

NAY: None

Motion carried: 4-0

**4. Consideration and appropriate action relating to items removed from the Consent Agenda**  
None

**5. Report from OPWA Manager**  
None

**6. Report from OPWA Attorney**  
None

**7. 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 11/10/2018
- Monthly Budget Status Report - October 2018

**8. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**

None

**9. Adjournment**

Mr. Bonebrake moved, seconded by Ms. Lewis to adjourn the meeting.

YEA: Bonebrake, Dunn, Lewis, Kelley

NAY: None

Motion carried: 4-0 and the meeting adjourned at 7:53 pm.

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Chris Kelley, Chair

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Juliann M. Stevens, Authority Clerk

## Claims List - 12/4/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	AMERICAN MUNICIPAL SERVICES CORP.	COLLECTION SERVICES \$302.06
		TREASURER PETTY CASH	REIMB BANK FEE \$22.00
	<b>OPWA</b>	<b>- Total</b>	<b>\$324.06</b>
	AMERICAN PUBLIC WORKS ASSOCIATION	MEMBERSHIP FEE	\$202.00
	CITY OF OWASSO	ADMIN OVERHEAD	\$25,000.00
	JPMORGAN CHASE BANK	INTERSTATE-BATTERIES	\$24.20
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$188.60
	JPMORGAN CHASE BANK	SAMS-SUPPLIES	\$201.82
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$44.98
	STANDLEY SYSTEMS, LLC	COPIER MAINTENANCE	\$249.28
	<b>OPWA ADMINISTRATION</b>	<b>- Total</b>	<b>\$25,910.88</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</b>	<b>- Total</b>	<b>\$126,380.91</b>
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$4.61
	JPMORGAN CHASE BANK	LOWES-HEAT/AC UNIT	\$615.33
	JPMORGAN CHASE BANK	LOWES-HEATER	\$49.98
	JPMORGAN CHASE BANK	WASTE MGMT-REC TIP FE	\$1,014.45
	TREASURER PETTY CASH	CDL-CYRUS	\$71.50
	<b>RECYCLE CENTER</b>	<b>- Total</b>	<b>\$1,755.87</b>
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$51.16
	CRANE CARRIER COMPANY	PARTS	\$870.62
	JPMORGAN CHASE BANK	WASTE MGMT-REF TIP FE	\$682.97
	SPOK, INC.	PAGER USE	\$71.28
	UNITED ENGINES, LLC	PARTS	\$1,208.06
	<b>REFUSE COLLECTIONS</b>	<b>- Total</b>	<b>\$2,884.09</b>
	JPMORGAN CHASE BANK	OFFICE DEPOT-SUPPLIES	\$21.78
	TECHNICAL PROGRAMMING SERVICES INC	BILLING SERVICES	\$1,554.40
	TODD C. KIMBALL	METER READER	\$800.25
	TYRONE EUGENE DINKINS	METER READER	\$1,335.75
	<b>UTILITY BILLING</b>	<b>- Total</b>	<b>\$3,712.18</b>
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$50.80
	JPMORGAN CHASE BANK	AMAZON-WATER COOLER	\$169.17
	JPMORGAN CHASE BANK	ATWOODS-OIL	\$239.04
	JPMORGAN CHASE BANK	ATWOODS-SUPPLIES	\$14.98
	JPMORGAN CHASE BANK	CLIFFORD POWER-OIL FI	\$42.09
	JPMORGAN CHASE BANK	CORE&MAIN-MATERIALS	\$184.62

## Claims List - 12/4/2018

Fund	Vendor Name	Payable Description	Payment Amount
61	OPWA	JPMORGAN CHASE BANK	HOME DEPOT-RETURN (\$840.74)
		JPMORGAN CHASE BANK	JOHNSTONE-PARTS \$12.22
		JPMORGAN CHASE BANK	LOWES-MATERIALS \$2.25
		JPMORGAN CHASE BANK	LOWES-PARTS \$38.38
		JPMORGAN CHASE BANK	LOWES-TOOL BOX \$403.95
		JPMORGAN CHASE BANK	OREILLY-OIL \$35.05
		JPMORGAN CHASE BANK	OREILLY-OIL FILTER \$19.71
	SPOK, INC.	PAGER USE	\$45.05
	WASHINGTON CO RURAL WATER DISTRICT	WATER	\$19.80
<b>WASTEWATER COLLECTIONS - Total</b>			<b>\$436.37</b>
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$55.11
	JPMORGAN CHASE BANK	AMAZON-MANUAL	\$328.68
	JPMORGAN CHASE BANK	AMAZON-REAGENT	\$270.89
	JPMORGAN CHASE BANK	AMAZON-WATER COOLER	\$169.17
	JPMORGAN CHASE BANK	AMERICAN-AIRFARE	\$723.22
	JPMORGAN CHASE BANK	AMERIFLEX-LINES	\$78.00
	JPMORGAN CHASE BANK	ATWOODS-GLOVES	\$6.99
	JPMORGAN CHASE BANK	CINTAS-SUPPLIES	\$97.83
	JPMORGAN CHASE BANK	GRAINGER-PPE	\$99.40
	JPMORGAN CHASE BANK	GRAINGER-PUMP	\$108.59
	JPMORGAN CHASE BANK	GRAINGER-SUPPLIES	\$58.16
	JPMORGAN CHASE BANK	HOME DEPOT-TOOLS	\$79.92
	JPMORGAN CHASE BANK	LOCKE-PARTS	\$264.62
	JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$126.28
	JPMORGAN CHASE BANK	NCL OF WISC-REAGENT	\$91.04
	JPMORGAN CHASE BANK	OREILLY-PARTS	\$24.99
	JPMORGAN CHASE BANK	PRECISION FITTING-PAR	\$55.18
	JPMORGAN CHASE BANK	TERMINIX-PEST CONTROL	\$72.00
	JPMORGAN CHASE BANK	TULCO-OIL	\$1,072.95
	JPMORGAN CHASE BANK	WALMART-SUPPLIES	\$26.02
	JPMORGAN CHASE BANK	WASTE MGMT-SLUDGE REM	\$5,543.18
	KTURBO USA, INC	KTURBO BLOWER REPAIR	\$15,000.00
	SPOK, INC.	PAGER USE	\$17.82
<b>WASTEWATER TREATMENT - Total</b>			<b>\$24,370.04</b>
	CLEAN UNIFORM COMPANY	UNIFORM SERVICE	\$37.51
	JPMORGAN CHASE BANK	AMAZON-WATER COOLER	\$169.17
	JPMORGAN CHASE BANK	CORE&MAIN-BOOTS	\$197.00
	JPMORGAN CHASE BANK	CORE&MAIN-CAPS	\$513.50
	JPMORGAN CHASE BANK	CORE&MAIN-SUPPLIES	\$744.50
	JPMORGAN CHASE BANK	CORE&MAIN-TOOLS	\$305.00
	JPMORGAN CHASE BANK	GREENHILL-GRAVEL	\$598.35

## Claims List - 12/4/2018

Fund	Vendor Name	Payable Description	Payment Amount	
61	OPWA	JPMORGAN CHASE BANK	HOME DEPOT-MASONITE	\$12.94
		JPMORGAN CHASE BANK	LOWES-PLIERS	\$61.78
		JPMORGAN CHASE BANK	LOWES-REBAR	\$112.50
		JPMORGAN CHASE BANK	LOWES-SUPPLIES	\$138.80
		JPMORGAN CHASE BANK	QT-FUEL	\$39.74
		SPOK, INC.	PAGER USE	\$89.60
		TULSA ASPHALT, LLC	ASPHALT	\$799.25
		<b>WATER</b>	<b>- Total</b>	<b>\$3,819.64</b>
	<b>OPWA</b>	<b>- Total</b>	<b>\$189,594.04</b>	
67	OPWA SALES TAX	BANCFIRST	800650012/2016 NOTE	\$132,503.08
		BANCFIRST	800730038/2018 NOTE	\$93,700.00
		<b>OPWA STF DEBT SERVICE</b>	<b>- Total</b>	<b>\$226,203.08</b>
	<b>OPWA SALES TAX</b>	<b>- Total</b>	<b>\$226,203.08</b>	
69	OPWA SALES TAX SUB ACCOUN	MORROW PLACE INVESTMENT GROUP LLC	DEVELOPMENT AGREEMENT	\$4,138.23
		<b>OPWA ST SUB - DEBT SERV</b>	<b>- Total</b>	<b>\$4,138.23</b>
	<b>OPWA SALES TAX SUB ACCOUN</b>	<b>- Total</b>	<b>\$4,138.23</b>	
<b>OPWA Grand Total</b>			<b>\$419,935.35</b>	

OWASSO PUBLIC WORKS AUTHORITY  
PAYROLL PAYMENT REPORT  
PAY PERIOD ENDING DATE 11/24/18

<u>Department</u>	<u>Payroll Expenses</u>	<u>Total Expenses</u>
400 OPWA Administration	11,202.02	13,541.09
405 Utility Billing	6,175.20	7,456.53
420 Water	16,855.65	20,315.14
450 Wastewater	14,129.65	17,057.27
455 Wastewater Collection	11,101.04	13,374.10
480 Refuse	13,406.58	16,179.06
485 Recycle Center	2,224.90	2,598.00
<u>FUND TOTAL</u>	<u>75,095.04</u>	<u>90,521.19</u>