**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA WAS POSTED JULY 6, 2023 AT 6:00 P.M. AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

# MINUTES
## STILLWATER UTILITIES AUTHORITY
## REGULAR MEETING
## COUNCIL HEARING ROOM
## 723 S. LEWIS
## JULY 10, 2023

**PRESENT:** CHAIR WILLIAM H. JOYCE, TRUSTEES CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN
**ABSENT:** VICE CHAIR AMY DZIALOWSKI

## 1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 7:19 p.m.

## 2. CONSENT DOCKET

a. Approve regular meeting minutes of June 5, 2023 and June 12, 2023
b. Authorize the Interim General Manager to execute Blue Peak Pole Attachment Licensing Agreement #9
c. Approve bid award to Hodges Farms and Dredging, LLC for a unit price contract amount of $1,079,639 for the Water Treatment Plant Lagoon Dredging Project Base Bid plus Alternate No. 1; approve budget amendment appropriating construction expenditures of $1,187,600; and authorize Interim General Manager to sign documents
d. Approve award of the base bid plus Alternate 2 to Firebrand Construction, LLC for repair of the roof, trim, and guttering of the Water Treatment Plant Administration Building in the amount of $107,550; authorize total expenditures of $118,550; approve budget amendment appropriating funds; and authorize Interim General Manager to sign related documents
e. Approve bid award to Roll-Offs USA for the purchase of new commercial dumpsters for Waste Management and authorize expenditures up to $100,000
f. Consider approval of Master Services Agreement between City of Stillwater/Stillwater Utilities Authority and Bancroft International for surveying and engineering services and authorize the Interim City Manager/General Manager to sign agreement documents
g. Approve carry forward of budget appropriations from FY23 to FY24
h. Approve budget amendment allocating funds of $16,915 received from insurance proceeds to repair a damaged Waste Management collection unit

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

## 3. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

There were no requests to speak on agenda items not scheduled for public hearing.

## 4. ITEMS REMOVED FROM CONSENT DOCKET

None.

## 5. GENERAL ORDERS

a. Consider approval of Task Order No. 1 and related expenditures to include engineering, testing, potholing, permitting, and easements under the Master Services Agreement with Bancroft International for The Hub Sewerline Connection Project, and approve budget amendment appropriating $25,645 from the Sewer Fund, including a 15% contingency

Director of City Engineering Candy Staring reported that the City is currently in the planning stages to design the sewerline extension necessary for the The Hub Entertainment Center to discharge to the City's public main. The Hub will be located in the Chamber Business Park southeast of the intersection of Perkins and Airport Roads. Keystone/Bancroft was the engineer of record for the Chamber Business Park Development and already has survey to support the sewerline extension design.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO APPROVE TASK ORDER NO. 1 AND RELATED EXPENDITURES TO INCLUDE ENGINEERING, TESTING, POTHOLING, PERMITTING, AND EASEMENTS UNDER THE MASTER SERVICES AGREEMENT WITH BANCROFT INTERNATIONAL FOR THE HUB SEWERLINE CONNECTION PROJECT, AND APPROVE BUDGET AMENDMENT APPROPRIATING $25,645 FROM THE SEWER FUND, INCLUDING A 15% CONTINGENCY AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE TAKE ORDER NO. 1.

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

## 6. RESOLUTIONS

a. Resolution SUA-2023-4: A resolution authorizing the filing of an application with the Oklahoma Water Resources Board for financial assistance through The Drinking Water State Revolving Fund Program to finance water system improvements; approving professional services agreements; and containing other provisions related thereto

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE CLARK TO ADOPT RESOLUTION NO. SUA-2023-4 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

b. Resolution SUA-2023-5: A resolution stating Stillwater Utilities Authority's intent to reimburse capital expenditures

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA-2023-5 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

## 7. REPORTS FROM OFFICERS & BOARDS

a. Miscellaneous items from the General Counsel: No report.
b. Miscellaneous items from the General Manager: No report.
c. Miscellaneous items from Trustees: No report.
    i) Discussion about scheduling items for upcoming meetings

## 8. QUESTIONS & INQUIRIES

None.

## 9. ADJOURN

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE JULY 10, 2023 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

The July 10, 2023 regular meeting of the Stillwater Utilities Authority adjourned at 7:19 p.m.

William H. Joyce

**WILLIAM H. JOYCE, CHAIR**
**STILLWATER UTILITIES AUTHORITY**

Teresa Kadavy

**TERESA KADAVY, SECRETARY**
**STILLWATER UTILITIES AUTHORITY**