

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED SEPTEMBER 29, 2023 AT 9:00 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA.

MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
OCTOBER 2, 2023

PRESENT: CHAIR WILLIAM H. JOYCE, VICE CHAIR AMY DZIALOWSKI
TRUSTEES CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN
ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:18 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of September 11, 2023 and special meeting minutes of September 25, 2023

MOTION BY TRUSTEE HAWKINS, SECOND BY VICE CHAIR DZIALOWSKI TO APPROVE THE
CONSENT DOCKET AS PRESENTED.

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

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

Robert Sitton, Jr., Chairman, Rural Water Advisory Board, 5717 W. Deanita Lane, stated that the current rural water agreements with the City of Stillwater contain contractual obligations to other districts that have not been included in the rate study report being presented tonight.

4. ITEMS REMOVED FROM CONSENT DOCKET

None.

5. GENERAL ORDERS

- a. Presentation and discussion of Water/Wastewater/Rural Water Rate Study results and recommendations

Utility & Billing Services Director Dana Mattox stated that on October 17, 2022, Trustees approved staff to enter into a water and wastewater cost of service/rate design agreement with NewGen Strategies and Solutions. The rate study has been completed and Dave Yanke with NewGen Strategies will present the results of the study. Ms. Mattox introduced Mr. Yanke.

Dave Yanke, President, NewGen Strategies and Solutions, presented the water rate study results. His presentation included purpose and methodology, revenue requirement, capital improvement plan and test-year, cost of water, water rates, wastewater rates, revenue recovery from proposed rates and bill comparisons and benchmarking.

Mr. Yanke, Engineering Director Candy Staring and Finance Director Christy Cluck answered Council's questions.

- b. Consider award of the bid for LED light fixtures to Stuart C Irby Company, approve budget amendment appropriating expenditures up to \$894,242 (includes contingency) from the rate stabilization fund, and authorize the Interim General Manager to execute contract documents in the amount of \$812,948

Electric Utility Director Loren Smith stated that the City of Stillwater has an outdated fleet of non-energy efficient street lights that are in need of replacement to achieve energy conservation goals. There are approximately 4400 street lights throughout the City. He reported that on August 21, 2023, the City Council requested that staff return with an implementation plan to replace the existing street light fleet with modern LED street lights. Staff has worked to create a plan and has taken steps to move forward. The plan includes releasing a bid to procure approximately half (2200) of the street lights in FY24 and release another bid in FY25 to procure the other half (2200) in preparation for installation using distribution staff. Mr. Smith stated that this will soften the capital expenditure impact on the electric capital budget and allow distribution staff adequate time to install all 4400 lights while continuing to maintain the electric system. Staff estimates two years to full roll out once they receive the light fixtures. He reported that Stuart C Irby Company met all the bid specifications making them the lowest responsible bidder and that the estimated delivery of the LED light fixtures is 28-56 days.

MOTION BY TRUSTEE CLARK, SECOND BY VICE CHAIR DZIALOWSKI TO AWARD THE BID FOR THE LED LIGHT FIXTURES TO STUART C IRBY COMPANY, APPROVE BUDGET AMENDMENT APPROPRIATING EXPENDITURES UP TO \$894,242 (INCLUDES CONTINGENCY) FROM THE RATE STABILIZATION FUND, AND AUTHORIZE THE INTERIM GENERAL MANAGER TO EXECUTE CONTRACT DOCUMENTS IN THE AMOUNT OF \$812,948.

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

6. 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

7. QUESTIONS & INQUIRIES

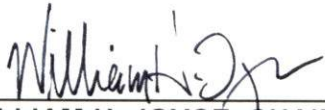
None.

8. ADJOURN

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE OCTOBER 2, 2023 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The October 2, 2023 regular meeting of the Stillwater Utilities Authority adjourned at 7:38 p.m.



WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY



TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY