IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA WAS POSTED SEPTEMBER 19, 2024 AT 4:30 P.M. AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
SEPTEMBER 23, 2024

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

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:07 p.m.

2. CONSENT DOCKET

a. Approve September 9, 2024 regular meeting minutes
b. Approve budget amendment appropriating $290,000 from the RSF for the 69kV laminated pole replacement project.
c. Approve Blue Peak Pole Attachment Agreement #25 and authorize the General Manager to sign the agreement.

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

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-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 the Task Order Agreement with Black and Veatch for Engineering Services for FY25 Water and Sewer Capital Projects; authorize expenditures associated with Task Orders 1 and 2; approve the associated budget amendment appropriating $4,256,476 for the initial two Task Orders and a 10% contingency; and authorize the General Manager to sign all related documents.

Engineering Manager of Water Utilities David Barth reported that the Water Utilities Capital Improvement Plan (CIP) includes more than 100 water and sewer projects that are slated for design and construction within the next 5-8 years. Beyond this list of staff identified projects, various projects may be added to the top of the prioritized list due to emergencies or economic development needs. In order to complete the Projects listed on the CIP, staff have planned to implement a new Annual Program system that places higher responsibility and accountability on consultants to complete the work and reduces the number of consultants being managed by staff. Although the project support functions for staff will continue, the efficiency of having multiple projects funneled through a single consultant team will provide for more progress than a project-by-project system can accomplish.

Mr. Barth stated that between April and August 2024, staff conducted a selection process seeking engineering consultants capable of designing and overseeing construction for the FY25 Program, for which projects were identified by staff, and for developling a 5-year Execution Plan for the FY26 through FY30 Annual Programs. Mr. Barth reported that for the selection process, 20 firms submitted letters of interest and three were interviewed. Staff selected the team led by Black & Veatch (B&V). Staff & B&V have negotiated a scope and fee for a Task Order (TO) Agreement for the requested services.The initial TO's are based on completing the FY25 Program in two work packages.

Mr. Barth presented and discussed the water projects that are part of the FY25 package and answered Trustee's questions.

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE HARDIN TO APPROVE THE TASK ORDER AGREEMENT WITH BLACK AND VEATCH FOR ENGINEERING SERVICES FOR FY25 WATER AND SEWER CAPITAL PROJECTS; AUTHORIZE EXPENDITURES ASSOCIATED WITH TASK ORDERS 1 AND 2; APPROVE THE ASSOCIATED BUDGET AMENDMENT APPROPRIATING $4,256,476 FOR THE INITIAL TWO TASK ORDERS AND A 10% CONTINGENCY; AND AUTHORIZE THE GENERAL MANAGER TO SIGN ALL RELATED DOCUMENTS.

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

6. QUESTIONS & INQUIRIES

None.

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. ADJOURN

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE SEPTEMBER 23, 2024 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The September 23, 2024 regular meeting of the Stillwater Utilities Authority adjourned at 6:21 p.m.

William H. Joyce

WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY

Teresa Kadavy

TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY