IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA WAS POSTED MARCH 21, 2025 AT 9:45 A.M. AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MARCH 24, 2025

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 6:32 p.m.

2. CONSENT DOCKET

a. Approve March 10, 2025 meeting minutes.
b. Approve budget amendments to fund increased overtime related to the engine overhaul at the Stillwater Energy Center.

Trustee Hardin pulled Item B. for discussion.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO APPROVE ITEM A. ON THE CONSENT DOCKET.

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

Trustee Hardin asked for information related to status and cost of the rebuild.

Loren Smith, Electric Utility Director, explains that this is the first major overhaul of one of the three engines at Energy Center; engine hours at approximately 22,000; had disabled the engine down to the crank shaft; components shipped out for rebuild. Loren explains that when the overhaul plan was not fully developed when the FY25 budget was submitted; have had to increase overtime for FY25 budget; and during the rebuild process, staff has worked 7 days a week, 12 hours per day for days on end.

Loren states that the project was on time when engine was back up but after eight hours of operation it was discovered that there was exhaust in the coolant; evaluation and conversation with Wartsila and MHSH determined possible bad seals in the rebuilt kit; new seals are being expedited to Stillwater for installation.

Trustee Hardin asked if Stillwater staff has been doing rebuild; Loren responds that yes, it was City of Stillwater staff with testing being performed by Wartsila; Wartsila was on-site to commission the unit;

and have an ex-Wartsila staff member on City staff which is a great benefit. Loren added that attempts were made to have Wartsila staff on location but due to staffing issues, there were none available.

Trustee Hardin asked about number of units; Loren advises there are three units.

MOTION BY TRUSTEE HARDIN, SECOND BY TRUSTEE CLARK TO APPROVE CONSENT ITEM B.

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

5. GENERAL ORDERS

a. Approve Amendment No. 2 for a fee of $574,446 for the West College Sewer Project; authorize General Manager to execute West College Sewer Project Amendment No. 2 and related documents; authorize total project expenditures of $1,838,900 which includes past authorizations, design, land acquisition services, permitting, bidding, construction administration services, land acquisition purchases and contingency; and approve the related budget amendment.

Senior Project Manager Chris Humes explains project, project area, being at 90% of design and a third of easements acquired; project area is from Western to Kings Streets and University to 6th Avenue with a planned sewer line repair at County Club and 6th Avenue as well as improving 85 manholes through Stillwater; and funding sources.

Trustree Hardin asked about this being an increase in cost. Chris responds that the project concept was five years ago, easement acquisition was budgeted and planned to be done in-house, however, it had to be outsourced, ownerships have changed, RJN fees have increased and scope of work has changed.

Trustee Clark asked if this is related to the Highway 51 reconstruction. Chris responds no.

Chair Joyce asked for staff's recommendation.

Chris presents recommendation which is to
- Approve contract amendment #2 for a fee of $574,446 for the West College Sewer Project;
- Authorize the General Manager to execute contract amendment #2 and related documents;
- Authorize total project expenditures of $1,838,900 which includes design, land acquisition services, permitting, bidding, construction administration services, land acquisition purchases, contingency and previous project authorizations; and
- approve the related budget amendment.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO APPROVE CONTRACT AMENDMENT #2 FOR A FEE OF $574,446 FOR THE WEST COLLEGE SEWER PROJECT; AUTHORIZE THE GENERAL MANAGER TO EXECUTE CONTRACT AMENDMENT #2 AND RELATED DOCUMENTS; AUTHORIZE TOTAL PROJECT EXPENDITURES OF $1,838,900 WHICH INCLUDES DESIGN, LAND ACQUISITION SERVICES, PERMITTING, BIDDING, CONSTRUCTION ADMINISTRATION SERVICES, LAND ACQUISITION PURCHASES, CONTINGENCY AND PREVIOUS PROJECT AUTHORIZATIONS; AND APPROVE THE RELATED BUDGET AMENDMENT.

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

8. ADJOURN

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE DZIALOWSKI TO ADJOURN THE MARCH 24, 2025 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 March 24, 2025 regular meeting of the Stillwater Utilities Authority adjourned at 6:41 p.m.

William H. Joyce

WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY

Teresa Kadavy

TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY