



Together, Investing in Municipal Excellence

STILLWATER UTILITIES AUTHORITY MEETING AGENDA
JULY 21, 2025

723 S. Lewis Street, Room 1122B
Stillwater, OK 74074
5:30 PM

Chair Will Joyce, Vice Chair Amy Dzialowski, Trustees Christie Hawkins, Kevin Clark,
& Tim Hardin

1. Call Meeting to Order
2. Consent Docket

Items listed on the consent docket are routine administrative matters that may be approved without discussion. The Trustees will take action on these items collectively with a single vote. The requested action is indicated for each item listed. Should a Trustee elect to discuss, amend, revise, or table any item listed on the consent docket, the item will be moved to the section of the agenda titled "Items Removed from the Consent Docket" for consideration and possible action. Additionally, a Trustee or the General Manager may simply ask the Chair to remove an item from the consent docket prior to action by the Trustees and no action will be taken on the removed item at this meeting.

a.	Approve July 7, 2025 regular meeting minutes		
b.	Approve the purchase of a bucket truck from Altec available through Sourcewell in the amount of \$217,260; authorize expenditures up to \$240,000 (includes contingency) by approval of the attached budget amendment; and authorize the General Manager to sign any applicable documents.	SUA-25-21	Loren Smith
c.	Approve a Memorandum of Agreement with Oklahoma State University for the development of a Water Quality Management Plan for Lake McMurtry; authorize expenditures not-to-exceed \$174,682 and approve the associated budget amendment; and authorize the General Manager to sign the Agreement.	SUA-25-22	Chris Humes

d.	Award Bid #25-2025 for Agricultural Haying at the Wastewater Treatment Plant to Harting Farms at \$12.50/bale payable to Stillwater Utilities Authority per standard round bale of hay harvested and authorize the General Manager to sign the agreement.	SUA-25-23	James Driskel
e.	Award Bid #16-2025 to Powell Electrical Industries in the amount of \$996,523 for the purchase of Electrical Switchgear for the Lake McMurtry Raw Water Storage Project, approve associated budget amendment and authorize the General Manager to sign related documents.	SUA-25-24	Chris Humes

3. Public Comment on Items not Scheduled for Public Hearings

Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Trustees at a regularly scheduled meeting on any item of business listed on the meeting agenda provided they have submitted a written request prior to the meeting either online at Request to speak form or via the form found in the lobby outside Council chambers.

4. Items Removed from the Consent Docket

Items removed from the consent docket are placed on this section of the agenda for discussion, revision, amendment and/or tabling prior to action by the Trustees. The Trustees may take action, including a vote or series of votes, on items removed to this section of the agenda after the requested discussion, revision, or amendment.

5. Questions and Inquiries

6. Reports from Officers and Boards

Announcements and remarks of general interest may be made by Trustees, General Manager or General Counsel. Items of City business that may require discussion or action, including a vote or series of votes, are listed below

7. Adjourn

On July 17, 2025 at 11:50 a.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

The City of Stillwater encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, please notify the City Manager's office at least 48 hours prior to the meeting by calling 405.742.8243.

- Meetings are televised on AT&T U-verse channel 99 and Optimum channel 14.
- Find meeting agendas and minutes online at [Agendas and Minutes](#)
- Official minutes are archived in the City Clerk's office.

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED JULY 3, 2025 AT 1:45 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JULY 7, 2025**

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 5:54 p.m.

2. CONSENT DOCKET

- a. Approve June 16, 2025 regular meeting minutes.
- b. Approve carry forward of budget appropriations from FY25 to FY26.
- c. Award the FY26 chemical bid for each of the following chemicals to the lowest responsible bidder noted and authorize General Manager to sign all related documents.
 - Sodium Fluoride to CHEMRITE, INC. at \$3,849/Ton
 - Lime Calcium Oxide to U.S. Lime-St Clair at \$330.84/Ton
- d. Approve to extend the following chemical bids and authorize the General Manager to sign related documents.
 - Pennco, Inc. Bid #33-2024 – Liquid Ferric Sulfate
 - Air Products & Chemicals, Inc. Bid #33-2024 – Liquid Oxygen
 - Airgas Specialty Products, Inc. Bid #33-2024 – Anhydrous Ammonia
 - Brenntag Inc. Bid #33-2024 – Chlorine Gas
 - Brenntag Inc. Bid #37-2024 – Polymer
- e. Award bid #23-2025 for brass parts to Utility Technology Services Inc., Oklahoma City and Core & Main LP, St. Louis, MO on all items at the unit prices set forth on their bid forms and authorize the General Manager to sign all related documents.
- f. Approve Task Order with Black and Veatch for water modeling and general engineering support services for various issues and capital and development projects, authorize expenditures not to exceed \$200,000, authorize the General Manager to sign related documents, and approve the related budget amendment.

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE HARDIN 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. RESOLUTIONS

Resolution No. CC-2025-12; SUA-2025-3: A Resolution Amending Terms and Conditions of Service for Municipal Utilities by amending Section I, General Information, Chapter 2, General Policies by amending Section 1.2.5, Denial of Service; adding Section 1.2.11, Unified Bill; adding Section 1.2.12, Identity Theft Prevention Policy; amending Section 1, General Information, Chapter 3, Special Programs by amending Section 1.3.3, Utility Assistance Program; amending Section II, Policy Manual for Utility Accounts, Billing, & Collections, Chapter 4, Fraudulent Use of Utility Services By Adding Section 2.4.7, Deceased Account Holder; and by amending Section III, Definitions.

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA-2025-3 AS PRESENTED.

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 TRUSTEE HARDIN, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE JULY 7, 2025 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 July 7, 2025 regular meeting of the Stillwater Utilities Authority adjourned at 5:56 p.m.

WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY

TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY

REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: JULY 21, 2025**

Agenda Item:	2.b. SUA-25-21
Previous/Related Action:	N/A
Background/Issue:	The Electric distribution division has a 2015 Ford F550 48' bucket truck that has reached the end of its service life and is due to be replaced in FY26.
Proposal/Solution:	The bucket truck is available through Sourcewell. The City's purchasing policy exempts from competitive bidding any purchases made through government contracts, interlocal agreements, or government sponsored purchasing cooperatives. Sourcewell is a government sponsored purchasing cooperative in which the City is a contract member. State and local governments are eligible to purchase through the Sourcewell contracts. Sourcewell competitively bids on behalf of their members. Staff is requesting to purchase the Bucket Truck - Altec Model AT48M – \$217,260 through the Sourcewell contract #040924-ALT, Aerial work-platforms.
Financial Source/Impact:	Funds for this purchase are available and will be appropriated from the Rate Stabilization Fund with approval of the attached budget amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #3 SAFE COMMUNITY
Recommended Action/Motion:	Motion to approve the purchase of the bucket truck from Altec available through Sourcewell in the amount of \$217,260; authorize expenditures up to \$240,000 (includes contingency) by approval of the attached budget amendment; and authorize the General Manager to sign any applicable documents.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. EL - Bucket Truck - Exp - 7.21.25 - Signed Los
2. City of Stillwater - AT48M - Bucket Truck Replacement 7-21-25

Budget Amendment Request
For Budget Year _____

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: _____

Department: _____

Requested by: _____

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
	-				
	-				
	-				
	-				
Decrease:	-				
	-				
	-				
	-				
	-				

Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: Lo Smith

Date: _____

Reviewed by Finance: _____

Date: _____

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

--Print on Yellow Paper--

July 2, 2025
Our 96th Year

Ship To:
CITY OF STILLWATER
411 E 3rd AVE
STILLWATER, OK 74074
US

Attn:
Phone: 816-676-4098
Email:

Bill To:
CITY OF STILLWATER
411 E 3rd AVE
STILLWATER, OK 74074
US

Altec Sales Order: 8145681
Altec Quotation Number: 1639233 - 2
Run Number: 1486828
Account Manager: Jared E. Braswell
Technical Sales Rep: Ashleigh Thompson
Reference WO: Start From-92421191
Customer Inspection:
Customer Truck Number:

X7 Discrete Job: 1030534044
X7 Configured Item: 000000000-38836225
Quantity: 1
X4 Discrete Job: 1030582617
X4 Configured Item: 000024003-38836219
System Engineer: Hayden Plunket
Structural Engineer: Steven Stewart
Line Set Date: 03/09/2025

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	<u>Unit</u>	
1.	Altec Model AT48M Articulating Telescopic Aerial Device with a fiberglass upper boom and fiberglass insulator in the articulating arm and proportional joystick upper controls. Built in accordance to ALTEC's standard specifications and to include the following features:	1
2.	Pedestal	1
3.	Single 1-Man Platform, Fiberglass, 24" x 30" x 42", End Mount, 180 Degree Rotation	1
4.	Platform Mounted Single Handle Controls	1
5.	Material Handling Jib/Winch, Hydraulically Articulating, Top Mounted, Round (ARM Jib)	1
6.	One (1) Platform Step - located on the side of the platform nearest the elbow in the stowed position	1
7.	Platform Cover - soft vinyl, 24 x 30 inches (610 x 762 mm)	1
8.	Platform Liner, 24 x 30 x 42 inches (610 x 762 x 1067 mm), 50 kV Rating	1
9.	Hydraulic Tool Circuit at Platform: One set of quick disconnect couplings at the boom tip for open center tools.	1
10.	Engine Start/Stop & Secondary Stowage System: 12 VDC powered motor and pump assembly for temporary operation of the unit in a situation wherein the primary hydraulic source fails. Electric motor is powered by the chassis battery. This feature allows the operator to completely stow the booms, platform, and outriggers. Secondary Stowage & Start/Stop is activated with an air plunger at the platform or momentary switch at the lower control station and outriggers.	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
11.	Jib Stick, 36" L, non-extension, non certified, grey in color	1
12.	Slip Ring: Required for engine start/stop, secondary stowage system, and throttle control options	1
13.	Outriggers, Primary, Modified A-Frame, 30"-34" Chassis Height, Electric Interlock, No Valves On Legs, 112" Spread, Fixed Shoe (AT48M/ME/P/PE/S/SE)	1
14.	Auxiliary Vertical H Frame Outriggers with fixed shoe. For installation on a 30 to 34 inch chassis frame height.	1
	A. Maximum Spread: 87 inches	
	B. Outrigger Motion Alarms	
	C. Outrigger Interlocks: will not allow the unit to be operated until the outriggers have been at least partially deployed	
15.	Winch load line swivel hook	1
16.	Altec Unit Powder Painted White	1
<u>Unit and Hydraulic Acc.</u>		
17.	Scuff Pad, 24" x 30", No Step (For use with Platform Liner)	1
18.	Subbase	1
19.	Electric Outrigger Controls for two (2) sets of outriggers, drive hydraulic outrigger control valves. Durable weather proof sealed electronic switches mounted in aluminum boxes located at the rear of the unit unless otherwise specified.	1
20.	Hydraulic Reservoir, 15 Gallon, Rectangular, 22" L x 8.5" W x 24" H, and includes breather caps and dipsticks	1
21.	Temperature Sight Gauge	1
22.	Hydraulic Oil HVI-22 with Dye (Standard)	25
23.	Standard Pump For PTO	1
24.	Electric Shifted PTO	1
25.	Standard PTO/Transmission Functionality for Small Ford and Dodge Chassis	1
<u>Body</u>		
26.	Altec LGSS-132-84 (81) low-side general service body with step:	1
	A. Steel body	
	B. Steel structural channel crossmembers and smooth floor with ladder-style understructure	
	C. 132 in body length	
	D. 94 in body width	
	E. 40 in body compartment height	
	F. 20 in body compartment depth	
	G. 24 in from body floor to compartment tops	
	H. Finish paint entire body Altec white	
	I. Undercoat applied under the body	
	J. 5.5 in drop-in composite cargo retaining board at rear of body	

<u>Item</u>	<u>Description</u>	<u>Qty</u>
K.	5.5 in drop-in composite retaining board at top of side access step	
L.	Stainless steel rotary paddle latches with locks	
M.	Gas props on all vertical doors	
N.	Chains on all horizontal doors	
O.	Standard master body locking system	
P.	Hotstick shelf extending full length of body on streetside	
Q.	Two (2) hotstick brackets Installed on streetside	
R.	Standard drop-down hotstick door for one (1) shelf on streetside, stainless steel slam paddle latch with keyed lock	
S.	One chock holder on each side of body with retaining lip In fender panel	
T.	Adhesive strip lighting (LED) around top and sides of compartment door facings	
U.	1st vertical (SS) - 34 in w - One (1) outrigger housing and two (2) adjustable shelves with removable dividers on 4 in centers	
V.	2nd vertical (SS) - 24 in w - Two (2) adjustable shelves with removable dividers on 4 in centers	
W.	1st horizontal (SS) - 50 in w - One (1) fixed shelf with removable dividers on 4 in centers on bottom of compartment	
X.	Rear vertical (SS) - 24 in w - Six (6) locking swivel hooks on an adjustable rail (1-4-1)	
Y.	1st vertical (CS) - 34 in w - One (1) outrigger housing and two (2) adjustable shelves with removable dividers on 4 in centers	
Z.	2nd vertical (CS) - 24 in w - Gripstrut access steps with two (2) sloped grab handles, vented battery storage	
AA.	1st horizontal (CS) - 50 in w - One (1) adjustable shelf with removable dividers on 4 in centers and one (1) fixed shelf with removable dividers on 4 in centers on bottom of compartment	
AB.	Rear vertical (CS) - 24 in w - Six (6) locking swivel hooks on an adjustable rail (1-4-1)	
AC.	Body floor cut-out for AT48M/ME/P/PE aerial device near front of body	
AD.	Steel tailshelf, 29 in l x 94 in w, with rear cross storage and drop down doors, outrigger cutouts	
AE.	Two (2) wire thru channels at bulkhead with cover	
AF.	Underbody channels on streetside and curbside for wiring/plumbing	

Body and Chassis Accessories

27.	Underride Protection Bumper Installed At Rear	1
28.	Combination 2 Ball (10 000 LB MGTW) and Rigid Pintle Hitch (16 000 LB MGTW with 3 000 LB MVL), 4-Bolt, Buyers BH82000	1
29.	Set Of Eye Bolts for Trailer Safety Chain, installed one each side of towing device mount.	1
30.	Rigid Step Mounted Beneath Side Access Steps (Installed To Extend Approx. 2" Outward)	1
31.	Platform Rest, Rigid with Rubber Tube	1
32.	Articulating Arm Rest for a Telescopic Unit	1
33.	Boom Rest for a Telescopic Unit	1
34.	Wood Outrigger Pad, 19" x 19" x 2.5", With Rope Handle	4
35.	Outrigger Pad Holder, 20" L x 20" W x 7" H, Fits 19.5" x 19.5" And Smaller Pads, Bolt-On, Bottom Washout Holes, 3/4" Lip Retainer	2

<u>Item</u>	<u>Description</u>	<u>Qty</u>
36.	Pendulum Retainers For Outrigger Pad Holders	2
37.	Mud Flaps With Altec Logo (Pair)	1
38.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1
39.	Slope Indicator Assembly (Pair) For Machine With Outriggers	1
40.	Safety Harness & 4.5 FT Lanyard (Medium To X-large)	1
41.	Driveaway Safety Kit	1
42.	Soft Vinyl Lanyard Pouch	1
43.	Vinyl manual pouch for storage of all operator and parts manuals	1
<u>Electrical Accessories</u>		
44.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED, including LED reverse lights)	1
45.	4-Corner Strobes, Amber, LED, Two (2) Surface Mounted Lights In Grille, Two (2) Round Lights At Rear	1
46.	Strobe Beacons, Amber LED, with Brush Guard, Installed on Post at Front of Body, One (1) Each Side (Standard) (Tecniq #K10-AAAD-1)	1
47.	Dual Tone Back-Up With Outrigger Motion Alarm	1
48.	PTO Hour Meter, Digital, with 10,000 Hour Display	1
49.	6-Way Trailer Receptacle (Pin Type) Installed At Rear	1
50.	Ford Upfitter Switches (Supplied with Chassis)	1
51.	Power Distribution Module (PDM-6) is a compact self-contained electronic system that provides a standardized interface with the chassis electrical system. (Includes Operator's Manual)	1
52.	Power Distribution Module Is A Compact Self-Contained Electronic System That Provides A Standardized Interface With The Chassis Electrical System. (Includes Operator's Manual)	1
53.	Install Chassis (OEM) Supplied Backup Camera in Final Assembly	1
54.	Install secondary stowage system.	1
55.	Install Remote Start/Stop system in Final Assembly.	1
56.	Install Outrigger Interlock System	1
57.	Heavy Duty Secondary Stowage Pump	1
58.	PTO Indicator Light Installed In Cab	1
59.	Additional Sold Stock And Global Option	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
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Sales Text: Install OEM Supplied Back-Up Camera in FA
Last Updated By: Leslie J Handley on 17-JUN-2024 08:07

Finishing Details

60.	Powder Coat Unit Altec White	1
61.	Finish Paint Body Accessories Above Body Floor Altec White	1
62.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1
63.	Apply Non-Skid Coating to Curbside Compartment Top for use as a Non-Walking Surface	1
64.	Apply Non-Skid Coating to Streetside Compartment Top for use as a Non-Walking Surface	1
65.	Apply Non-Skid Coating to all walking surfaces	1
66.	Globalization includes Unit Condition Report and Placards	1
67.	English Safety And Instructional Decals	1
68.	Vehicle Height Placard - Installed In Cab	1
69.	Placard, HVI-22 Hydraulic Oil	1
70.	DOT Certification Required	1

Sales Text: 33 Inverness Center Parkway
Birmingham AL 35242
Last Updated By: Leslie J Handley on 17-JUN-2024 08:07

71.	Dielectric test unit according to ANSI requirements.	1
72.	Stability test unit according to ANSI requirements.	1
73.	Focus Factory Build	1
74.	Globalized Per Global Rental's Specification To Include Following:	1
A.	Global Key Rings Installed on Keys	
B.	Global Decal Kit	
C.	Full Discrete Job Numbers Located on Front Streetside and Curbside Rear of Vehicle	
D.	Fuse Kit in the Manual Pouch	
E.	Completed Service Sticker Located Next to the DOT Sticker	
F.	Weight Slip	
G.	Signed/Dated Dielectric and Stability Test	
H.	Completed Unit Condition Reports	
I.	Four (4) Pictures Showing the Front, Rear, Curbside and Streetside of the Full Truck	

<u>Item</u>	<u>Description</u>	<u>Qty</u>
	J. Temp Tag	
75.	Inbound Freight	1
76.	As Built Electrical And Hydraulic Schematics To Be Included In The Manual Pouch	1
	<u>Chassis</u>	
77.	Altec Supplied Chassis	1
78.	2025 Model Year	1
79.	Ford F600	1
80.	4x4	1
81.	Chassis Cab	1
82.	Regular Cab	1
83.	Chassis Color - White	1
84.	AM/FM Radio	1
85.	Bluetooth	1
86.	Block Heater	1
87.	Limited Slip Rear Axle	1
88.	Trailer Brake Controller (Factory Installed)	1
89.	Power Mirrors with Heated Glass	1
90.	Air Conditioning	1
91.	Cruise Control	1
92.	Keyless Entry	1
93.	Power Door Locks	1
94.	Power Windows	1
95.	Tilt Steering Wheel	1
96.	84 Clear CA (Round To Next Whole Number)	1
97.	Chassis Wheelbase Length - 169	1
98.	GVWR 19,500 LBS	1
	<u>Sales Text: 22,000</u>	
	Last Updated By: Leslie J Handley on 17-JUN-2024 08:07	
99.	7,500 LBS Front GAWR	1
100.	14,706 LBS Rear GAWR	1

<u>Item</u>	<u>Description</u>	<u>Qty</u>
Sales Text: 15,500		
Last Updated By: Leslie J Handley on 17-JUN-2024 08:07		
101.	Ford 6.7L Power Stroke Diesel	1
102.	330 HP Engine Rating	1
103.	Ford Torqshift 10-Speed Automatic Transmission (w/PTO Provision)	1
104.	Ford 40 Gallon Fuel Tank (Rear)	1
105.	Ford 7.2 Gallon DEF Tank (Mid Mount)	1
106.	Ford E/F250-550 Single Horizontal Right Side Exhaust	1
107.	CARB Clean Idle Certification	1
108.	50-State Emissions	1
109.	No Idle Engine Shut-Down Required	1
110.	225/70R19.5 Front Tire	1
111.	225/70R19.5 Rear Tire	1
112.	Hydraulic Brakes	1
113.	Park Brake In Rear Wheels	1
114.	63C - Aft Axle Frame Extension	1
115.	98R - Operator Commanded Regeneration (OCR)	1
116.	Vinyl Split Bench Seat	1
<u>Additional Pricing</u>		
117.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1
<u>Miscellaneous</u>		
118.	Global Spec Modification	1

Altec Industries, Inc.

BY _____
Ashleigh Thompson , Technical Sales Representative
Total Price: \$217,260; Sourcewell Quote Expiration: 8/15/2025

<u>Item Number</u>	<u>Description</u>
<u>Unselected Items</u>	
<u>New Selected Items</u>	
<u>Item Number</u>	<u>Description</u>

REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: JULY 21, 2025**

Agenda Item:	2.c. SUA-25-22
Previous/Related Action:	• SUA 22-11: Raw Water Storage Alternatives • CC 22-37: ARPA Grant Funding • SUA 23-04: Contract Amendment No. 4 • SUA 24-60: PSA Carollo • SUA 25-09: Easements Expenditures
Background/Issue:	The City's raw water delivery system has a single pump station and raw waterline to supply water from Kaw Lake to the WTP. The existing raw water storage tank at the WTP has a capacity of 4 million gallons which is approximately half of Stillwater's average daily demand. In October of 2024, Trustees authorized Carollo to design a pipeline and pump station in order to use Lake McMurry as a secondary water source and for raw water storage. As part of this project we need to develop a Water Quality Management Plan in order to minimize the potential for algae blooms at Lake McMurry.
Proposal/Solution:	Through the Memorandum of Agreement (MOA) with Oklahoma State University, OSU will gather water quality data pre- and post-pipeline in order to develop the plan. They have provided a proposal for \$174,682 to develop said plan.
Financial Source/Impact:	Funds for MOA are available in the Water Capital Fund.
Related Strategic Priority:	#4 CONNECTED SPACES
Recommended Action/Motion:	Staff recommends a motion to: • Approve Memorandum of Agreement with OSU for \$174,682 to develop a Water Quality Management Plan for the Lake McMurry Raw Water Storage Project; • Authorize General Manager to execute related documents; • Authorize total project expenditures of \$5,641,139 which includes the MOU and previous project authorizations for land acquisition purchases, design, land acquisition services, permitting, bidding and contingency; and

- approve the related budget amendment.

Prepared By:	Chris Humes
Reviewed By:	Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. 2025-06-19 OSU MOA McMurtry FINAL signed
2. 23WT03 Eng BA OSU MOA

**MEMORANDUM OF AGREEMENT
FOR GRADUATE PROGRAM FUNDING
FOR THE DEVELOPMENT OF A WATER QUALITY MANAGEMENT PLAN FOR LAKE MCMURTRY**

THE MEMORANDUM OF AGREEMENT ("MOA") made and entered into this 14th day of July, 2025, by and between Oklahoma State University ("University" or "OSU"), and the Stillwater Utility Authority of Stillwater, Oklahoma, ("SUA").

WITNESSETH:

WHEREAS, the University operates the Environmental Science Graduate Program to provide higher education opportunities and investigate Issues related to Environmental Science and related disciplines; and

WHEREAS, the University's Environmental Science Graduate Program possesses the capabilities and resources to acquire valuable and accurate data; and

WHEREAS, the SUA has approved funding to be used for the development of the Water Quality Management Plan for Lake McMurtry; and,

WHEREAS, the scope of services for the Water Quality Management Plan requires the acquisition of water quality data for the development of a comprehensive, long-term plan; and,

WHEREAS, the purpose of this Agreement is to establish responsibility for funding and services provided;

NOW, THEREFORE, in consideration of the conditions contained in this agreement, the SUA and University agree as follows:

ARTICLE I

1. Term: This MOA is effective for three-years beginning August_01, 2025 and ending on July_31, 2028.
2. Compensation: SUA shall pay to University no more than the sum of One Hundred and Seventy-Four Thousand Six Hundred and Eighty-Two Dollars (\$174,682) as compensation for the services to be provided pursuant to this MOA. Up front annual lump sum payments as per Exhibit #1 will be made. See Budget Detail attached hereto as Exhibit 1. SUA will be credited for expenses not incurred by University.

ARTICLE II

The University agrees to provide the SUA with the following in connection with this MOA:

1. Water quality management plan, for the SUA's review and approval, identifying recommended sampling locations, sample frequency, sample parameters required to develop a Water Quality Management Plan for Lake McMurtry.

2. Select laboratory services for sampling analysis.
3. A graduate student for an average of 20 hours per week during the term of this MOA, coinciding with the typical semester timeframes and during reasonable hours for the development of the monitoring plan and performance of associated field and laboratory work required to obtain and analyze water samples.
4. University staff and students shall abide by all applicable City ordinances, policies and standards while performing work associated with the project.
5. If and only to the extent allowed by applicable law, University agrees to be responsible for the negligent and intentional acts of its employees, agents, representatives, divisions, and affiliates that arise out of or are related to the performance of its obligations under this Agreement. Applicable law includes without limitation the Oklahoma Governmental Tort Claims Act.
6. All data and reports collected, obtained, or created as a result of this project will be considered public information and may be used by either party. Copyrightable works may be distributed under an applicable open source license such as CC BY 4.0 (<https://creativecommons.org/licenses/by/4.0/>). Pursuant to its mission and policy, University may publish and/or present results of the project or new scientific information regarding the services performed. University will provide SUA with copies of the proposed publication or presentation and SUA will have thirty (30) days after receipt to object because the same contains SUA's confidential information. University will remove any of SUA's confidential information.
7. University understands and agrees that City retains the right to dispute, with justification, any information or documentation generated as a result of this project. Any justified disputes must be included in potential publications related to the project.

The SUA agrees to provide the following in connection with this MOA:

1. Utilize an accredited third-party laboratory, at the expense of the SUA, for sample analyses not available through University laboratories.

ARTICLE III

The SUA and University do hereby mutually agree to the following:

1. Maintain open communication through regular meetings, e-mail, or phone calls as needed to ensure full understanding of all objectives and goals.
2. Collaborate to reach an agreement on all scope changes, deliverables, and procedures for meeting the objectives of the Water Quality Management Plan. Any such changes must be reduced to writing and signed by an authorized representative of both parties.
3. Nothing contained in this agreement shall create any agency, partnership, association or joint

EXHIBIT 1

BUDGET DETAIL

Water Quality Management Plan
August 01, 2025 through July 31, 2028
Dr. Thomas LaVanchy and Dr. Scott Stoodley

<u>SALARIES AND BENEFITS</u>	Year One	Year Two	Year Three
Graduate Student	\$21,600	\$22,248	\$22,915
FICA (10.02%)	\$2,164	\$2,296	\$2,436
Tuition (19.24% of salary)	\$4,156	\$4,281	\$4,409
<i>Sub-Total Salaries & Wages</i>	<i>\$27,920</i>	<i>\$28,825</i>	<i>\$29,760</i>
<u>DIRECT COSTS</u>			
Laboratory Supplies	\$6,500	\$6,500	\$6,500
Non-inventory equipment items for labs (first year only)	\$620	\$0	\$0
Transportation to Lake McMurtry	\$4,800	\$4,800	\$4,800
<i>Sub-Total Direct Costs</i>	<i>\$11,920</i>	<i>\$11,300</i>	<i>\$11,300</i>
F&A Costs	\$17,699	\$17,779	\$18,179
TOTAL PROJECT EXPENSES	\$57,539	\$57,904	\$59,239



Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449
Office: 405.372.0025
Web: stillwater.org

Budget Amendment Request
For Budget Year 2026

Date: 07/15/2025

Department: Water Resources Requested by: Bill Millis

Explanation:
Increase budget appropriations for the development of the Water Quality Management Plan for the Lake McMurtry Raw Water Storage project. Funding is from the Water Capital Fund.

Account Name	Account Number (xxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
McMurtry Project - Water Quality	9169216 - 54010	23WT03916	\$ 0	\$ 174,682	\$ 174,682
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 174,682

Reviewed by Department Manager: *W. H. H. H.* Date: 2026 Jul 16

Reviewed by Finance: _____ Date: _____

Approved by CMO: _____ Date: _____

Approved by City Council: _____ ☐ Yes ☐ No Date: _____

Processed by Finance: _____ Date: _____

Set ID: _____ Date Sent to SA&I: _____

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REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: JULY 21, 2025**

Agenda Item:	2.d. SUA-25-23
Previous/Related Action:	
Background/Issue:	The Stillwater Wastewater Treatment Plant currently performs beneficial land application of biosolids that is produced during the treatment process. The application process consists of subsurface injection onto approximately 280 acres of City-owned land that is immediately around the Wastewater Treatment Plant. To reduce nutrient loading in the soil, it is beneficial to harvest and remove hay from these fields. To accomplish this, a bid to cut, bale, and remove hay was advertised and multiple hay harvesters were notified. Bids were received and opened on July 11, 2025, at 3 P.M. One bid was received from Harting Farms.
Proposal/Solution:	Award bid #25-2025 to Harting Farms at \$12.50/bale paid to Stillwater Utility Authority.
Financial Source/Impact:	This proposal requires the winning bidder to pay SUA \$12.50 per bale harvested and removed from the Wastewater Treatment Plant grounds.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT
Recommended Action/Motion:	Staff recommends Trustees: Award bid #25-2025 to Harting Farms at \$12.50/bale paid to Stillwater Utility Authority for each bale harvested and removed from the Wastewater Treatment Plant grounds and authorize the General Manager to sign related documents.
Prepared By:	James Driskel, Water Utilities Dir.
Reviewed By:	James Driskel Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. Bid Tab WWTP Hay

Event Number	25-2025	Organization	City of Stillwater
Event Title	Agricultural Haying at Stillwater Wastewater	Workgroup	Purchasing
Event Description	Notice is hereby given that City of Stillwater, Stillwater Utilities Authority will receive sealed bids for the following:	Event Owner	John McClenny
Event Type	IFB	Email	john.mcclenny@stillwaterok.gov
Issue Date	6/28/2025 06:00:03 AM (CT)	Phone	
Close Date	7/9/2025 03:00:00 PM (CT)	Fax	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Harting Farms	stillwater	OK	7/7/2025 04:24:18 PM (CT)	1	\$12.50

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.

REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE: JULY 21, 2025



Agenda Item:	2.e. SUA-25-24						
Previous/Related Action:	• SUA 22-11: Raw Water Storage Alternatives • CC 22-37: ARPA Grant Funding • SUA 23-04: Contract Amendment No. 4 • SUA 24-60: PSA Carollo • SUA 25-09: Easements Expenditures • SUA 25-##: MOA with OSU						
Background/Issue:	The City's raw water delivery system has a single pump station and raw waterline to supply water from Kaw Lake to the WTP. The existing raw water storage tank at the WTP has a capacity of 4 million gallons, which is approximately half of Stillwater's average daily demand. In October 2024, Trustees authorized Carollo to design a pipeline and pump station to use Lake McMurtry for raw water storage. We are currently seeing delivery times for electrical switch gear in excess of one year and as a result, we need to pre-order this equipment in order to place the new Lake McMurtry pump station and pipeline in service by December 2027.						
Proposal/Solution:	• The initial advertisement for bids was May 31, 2025 and three pre-bid conferences were held on June 11, June 18, and June 25, 2025. Bids were opened on July 9, 2025 and the total bid amounts are summarized below. <table><tr><th>Bidder</th><th>Amount</th></tr><tr><td>Engineers Estimate</td><td>\$950,000 to \$1,300,000</td></tr><tr><td>Powell Electrical Industries</td><td>\$996,523</td></tr></table> • Carollo as well as staff reviewed the bid package from Powell Electrical Industries and found their bid to be responsive. • This agreement will be assigned to a general contractor once the design is complete, bid for construction, and awarded.	Bidder	Amount	Engineers Estimate	\$950,000 to \$1,300,000	Powell Electrical Industries	\$996,523
Bidder	Amount						
Engineers Estimate	\$950,000 to \$1,300,000						
Powell Electrical Industries	\$996,523						

Financial Source/Impact:	Funds for switchgear are available in the Water Fund.
Related Strategic Priority:	#4 CONNECTED SPACES
Recommended Action/Motion:	Staff recommends a motion to: • Award bid for the purchase of Electrical Switchgear for the Lake McMurtry Raw Water Storage Project to Powell Electrical Industries in the amount of \$996,523; • authorize total expenditures of \$6,637,662; • approve budget amendment appropriating funds from the Water Fund; and • authorize General Manager to sign related documents.
Prepared By:	Chris Humes
Reviewed By:	Bill Millis Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. 23WT03 Eng BA Elec Switchgear PrePurchase



Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Budget Amendment Request
For Budget Year 2026

Date: 07/15/2025

Department: Water Resources

Requested by: Bill Millis

Explanation:

Expenditures:

Increase budget appropriations for the Lake McMurtry Raw Water Storage project to purchase electrical switch gear. Funding is from the Water Fund.

Account Name	Account Number (xxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
McMurtry Project - Equipment	9129216 - 54008	23WT03912	\$ 0	\$ 996,523	\$ 996,523
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Increase:

Decrease:

Net Change: (will usually result in a total increase or decrease)

\$ 996,523

Reviewed by Department Manager: [Signature]

Date: 2025 Jul 16

Reviewed by Finance: _____

Date: _____

Approved by CMO: _____

Date: _____

Approved by City Council: _____

☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

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Date: _____

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Date: _____

Date: _____

Date: _____