

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED SEPTEMBER 4, 2025 AT 11:30 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
SEPTEMBER 8, 2025**

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 6:48 p.m.

2. CONSENT DOCKET

- a. Approve August 18, 2025 regular meeting minutes

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE CLARK 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 the Outage Management System upgrade project; authorize the General Manager to execute applicable documents related to the contract with DataVoice International Inc. in the amount of \$405,315.50; Authorize expenditures from the Electric Rate Stabilization Fund up to \$228,004 (Electric cost, plus contingency); and Authorize expenditures from the Water Capital Fund up to \$217,844 (Water cost, plus contingency).

Electric Utility Director Loren Smith reported that In 2012, the Electric Utility installed an Outage Management System (OMS) to manage electric outages. The system has performed well over the years. However, it needs replacement/upgrade to allow staff to more efficiently manage outages, to better integrate with newer technologies, and to provide better internal and external customer support. Mr. Smith stated that the current system has become antiquated and is using multiple vendors to provide critical needs, which has become problematic, making the system less reliable. Lastly, the current system does

not provide a solution for Water Utility outage management. He stated that staff feels there are efficiencies and advantages to be gained by implementing a more modernized solution for outage management, that includes both Electric and Water Utility. Mr. Smith reported that RFP's were solicited with six responses received. After staff's evaluation, they chose DataVoice International Inc. as they met all the requirements for Electric and Water. Mr. Smith answered Trustees questions.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO APPROVE THE OMS UPGRADE PROJECT; AUTHORIZE THE GENERAL MANAGER TO EXECUTE APPLICABLE DOCUMENTS RELATED TO THE CONTRACT WITH DATAVOICE INTERNATIONAL INC. IN THE AMOUNT OF \$405,315.50; AUTHORIZE EXPENDITURES FROM THE ELECTRIC RATE STABILIZATION FUND UP TO \$228,004 (ELECTRIC COST, PLUS CONTINGENCY); AND AUTHORIZE EXPENDITURES FROM THE WATER CAPITAL FUND UP TO \$217,844 (WATER COST, PLUS CONTINGENCY).

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

- b. Consider approval of the GRDA Stillwater 69 substation to Jardot transmission replacement project; authorize the General Manager to execute a contract with Halff Associates, Inc. in the amount of \$704,442.34; and authorize expenditures from the Electric Rate Stabilization Fund up to \$810,109 (Includes contingency).

Electric Utility Director Loren Smith reported that the Stillwater Electric Utility operates a 69kV loop that supplies energy to five electrical substations throughout its service territory. The loop infrastructure consists of poles, insulators, and conductors that are strategically routed to connect all five substations to three 138kV delivery points from the Grand River Dam Authority. Mr. Smith stated that due to the age of the loop infrastructure, staff is planning to replace the loop in phases to ensure future reliability of the electric system. Staff has identified the loop section that supplies energy from the GRDA Stillwater 69 substation to Ferguson substation as the section in the highest need of replacement/upgrade. Due to the estimated cost, staff has broken the project up into two phases.

- Phase 1 – GRDA Stillwater 69 Substation to Jardot - \$6.75M
- Phase 2 – Jardot and Virginia to Ferguson – \$6.75M

Mr. Smith reported that RFQ's were solicited and ten responses were received. After evaluating the RFQ's, staff chose Halff Associates, Inc. Mr. Smith answered Trustees questions.

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE CLARK TO APPROVE THE GRDA STILLWATER 69 SUBSTATION TO JARDOT TRANSMISSION REPLACEMENT PROJECT; AUTHORIZE THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH HALFF ASSOCIATES, LLC IN THE AMOUNT OF \$704,442.34; AND AUTHORIZE EXPENDITURES FROM THE ELECTRIC RATE STABILIZATION FUND UP TO \$810,109 (INCLUDES CONTINGENCY).

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

6. RESOLUTIONS

- a. Resolution No. SUA-2025-7: A resolution adopting a Revised Rate Schedule for Solid Waste Collection Services; providing for subsequent rate increases; and providing effective dates.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HARDIN TO ADOPT RESOLUTION NO. SUA-2025-7 AS PRESENTED.

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

7. QUESTIONS & INQUIRIES

None.

8. REPORTS FROM OFFICERS AND BOARDS

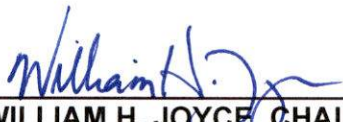
- a. Miscellaneous items from the General Counsel: No report.
- b. Miscellaneous items from the General Manager: No report.
- c. Miscellaneous items from Trustees: No report.
 - i) Discussion about scheduling items for upcoming meetings

9. ADJOURN

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE HARDIN TO ADJOURN THE SEPTEMBER 8, 2025 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 September 8, 2025 regular meeting of the Stillwater Utilities Authority adjourned at 7:01 p.m.



WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY



TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY