



Together, Investing in Municipal Excellence

**STILLWATER UTILITIES AUTHORITY MEETING AGENDA**

MAY 18, 2026, 5:30 PM

723 S. Lewis Street, Room 1122  
Stillwater, OK 74074

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 May 4, 2026 regular meeting minutes.		
b.	Approve Proof of Authority Letter for the City Attorney’s Office to file claims on behalf of the Stillwater Utilities Authority in the Discover Card Merchant Class Action Settlement.		
c.	Approve Amendment 1 for additional design services for the Professional Services Agreement (25TR04) with CEC Corporation; authorize the total additional expenditures of \$16,000; authorize the General Manager to sign related documents; and approve the associated budget amendment.	SUA-26-19	Bill Millis
d.	Award Bid #7-2026 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	SUA-26-20	James Driskel

sign the agreement.		
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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 May 14, 2026 at 4:55 p.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

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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 APRIL 30, 2026 AT 5:15 P.M. AT THE MUNICIPAL BUILDING,  
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES  
STILLWATER UTILITIES AUTHORITY  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
MAY 4, 2026**

**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 6:21 p.m.

**2. CONSENT DOCKET**

- a. Approve April 20, 2026 regular meeting minutes.
- b. Approve the engagement of HSPG and Associates, PC to perform the audit for the Stillwater Utilities Authority for the fiscal year ending June 30, 2026.
- c. Approve the sale of 0.10 acres to the Oklahoma Department of Transportation (ODOT) for a road project.
- d. Award Bid #4-2026 for High Voltage Line Clearance Tree Trimming and Tree Removal Services to the lowest responsible bidder, XYLEM I LLC., authorize the general manager to execute the contract and authorize expenditures in the amount of \$1,247,958.40.
- e. Declare an emergency for the repair of the Kaw Raw Waterline; award a construction contract to Civil Builders, LLC in an amount of \$352,605; authorize the total construction expenditure of \$530,000 which includes construction, testing, inspection, and contingency; authorize the General Manager to execute the contract and all related documents; and approve the associated budget amendment.

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. QUESTIONS & INQUIRIES**

None.

**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. ADJOURN**

MOTION BY TRUSTEE HARDIN, SECOND BY TRUSTEE CLARK TO ADJOURN THE MAY 4, 2026 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 May 4, 2026 regular meeting of the Stillwater Utilities Authority adjourned at 6:21 p.m.

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**WILLIAM H. JOYCE, CHAIR  
STILLWATER UTILITIES AUTHORITY**

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**TERESA KADAVY, SECRETARY  
STILLWATER UTILITIES AUTHORITY**



**City Attorney's Office**

723 S. Lewis Street/P.O. Box 1449  
Stillwater, Oklahoma 74074-1449  
Office: (405) 742-8205

May 14, 2026

Discover Card Merchant Class Action Settlement Administrator  
P.O. Box 5370  
Portland, OR 97228-5370

Re: Proof of Authority to file claims – CLAIM ID: 818325

Dear Settlement Administrator:

Please accept this letter as proof of authority that the City Attorney's Office is authorized to file claims on behalf of the Stillwater Utilities Authority:

Stillwater Utilities Authority  
71-0956784

Registrant: Assistant City Attorney

Sincerely,

William H. Joyce  
Chair

MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	2.c. SUA-26-19
<b>Previous/Related Action:</b>	<ul style="list-style-type: none"> <li>• SUA-24-57 (CC-24-122) Approval of a Professional Service Agreement with CEC Corporation for design services</li> </ul>
<b>Background/Issue:</b>	<p>On October 7, 2024, staff presented and received approval for a proposal to City Council and Stillwater Utility Authority for a project that would combine efforts for a roadway and utility improvement project in the area of:</p> <ul style="list-style-type: none"> <li>• Knoblock from 4th to University</li> <li>• 4th from Hester to Duck</li> <li>• 4th from Orchard to Walnut</li> <li>• 4th from Garfield to Lincoln</li> <li>• Lincoln from 6th to 4th</li> </ul> <p>Waterline design for the area of Knoblock from 3rd to University and 4th from Orchard to Walnut was not originally included in the Engineer’s scope of work. Staff have since determined that these areas should be included.</p>
<b>Proposal/Solution:</b>	Staff and the design engineer for the project, CEC Corporation, have negotiated an amendment for the additional work, for a total additional expenditure of \$16,000.
<b>Financial Source/Impact:</b>	Sufficient funds are available in the Water Fund budget to complete the effort.
<b>Related Pillar(s):</b>	Strong Infrastructure
<b>Recommended Action/Motion:</b>	<ul style="list-style-type: none"> <li>• Approve Amendment 1 for additional design services for the Professional Services Agreement (25TR04) with CEC Corporation;</li> <li>• Authorize the total additional expenditures of \$16,000;</li> <li>• Authorize the General Manager to sign related documents; and</li> <li>• Approve the associated Budget Amendment.</li> </ul>
<b>Prepared By:</b>	Bill Millis, Director of Engineering
<b>Reviewed By:</b>	Bill Millis Brady Moore

Teresa Kadavy

**Submitted By:**

Brady Moore, General Manager

**Attachments**

1. Budget Amendment



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: 05/08/2026

Requested by: Bill Millis

Department: Water Resources

Expenditures:  
 Appropriate funding for Amendment 1 for the Professional Services Agreement with CEC Corporation. Funding is from the Water Fund.

Account Name	Account Number (xxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
RW&UI-Kn,4th,Linc	9129216 - 54020	25TR04912	\$ 18,515	\$ 16,000	\$ 34,515
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Increase:

Decrease:

Net Change: (will usually result in a total increase or decrease) \$ 16,000

Reviewed by Department Manager: [Signature] Date: 2026 may 12

Reviewed by Finance: [Signature] Date: 5/12/2026

Approved by CMO: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by City Council: \_\_\_\_\_ Date: \_\_\_\_\_

Processed by Finance: \_\_\_\_\_ Date: \_\_\_\_\_

Set ID: \_\_\_\_\_ Date Sent to SA&I: \_\_\_\_\_

--Print on Yellow Paper--

MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	2.d. SUA-26-20
<b>Previous/Related Action:</b>	
<b>Background/Issue:</b>	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 injections 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. Bids were received and opened on May 6, 2026, at 3 P.M. One bid was received from Harting Farms.
<b>Proposal/Solution:</b>	Award Bid #7-2026 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
<b>Financial Source/Impact:</b>	This proposal requires the winning bidder to pay SUA \$12.50 per bale harvested and removed from the Wastewater Treatment Plant grounds.
<b>Related Pillar(s):</b>	Effective Services
<b>Recommended Action/Motion:</b>	Staff recommends Trustees:  Award Bid #7-2026 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.
<b>Prepared By:</b>	James Driskel, Water Utilities Dir.
<b>Reviewed By:</b>	Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, General Manager

**Attachments**

None