

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED DECEMBER 16, 2021 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
DECEMBER 20, 2021**

PRESENT: CHAIR WILLIAM H. JOYCE, VICE CHAIR ALANE ZANNOTTI,
TRUSTEES AMY DZIALOWSKI AND CHRISTIE HAWKINS
ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:49 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of November 15, 2021
- b. Approve budget amendment allocating \$25,000 from the Wastewater Fund for the purchase of easements required for the South Sanitary Sewer Interceptor Project

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA, HAWKINS-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. Motion to approve Contract Amendment No. 1 to Agreement for Construction Management at Risk Services with Burns & McDonnell to modify scope of services to include services for Preconstruction Phase for the caustic feed system, finished water pump station, and recovered pump station; authorize General Manager to sign the amendment; and approve the budget amendment appropriating \$437,000 for the project and authorize expenditures not to exceed \$437,000

Capital Project Manager David Barth reported that on June 7, 2021, SUA authorized Professional Services Agreements (PSA) with Carollo Engineers (Carollo) and Burns & McDonnell (B&M) to perform Project Definition Services for improvements to the Water Treatment Plant (WTP) and Raw Water Delivery

System (RWDS) including determination on feasibility of constructing new facilities. In selecting and recommending Carollo and B&M to SUA for the Project Definition Phase, it was the intent for those firms to move into design and construction of any needed improvements. Mr. Barth reported that on September 27, 2021, staff presented to City Council alternatives for additional raw water storage, improvements to the WTP and confirmed previous identified system improvements were compatible with the alternatives for other work at the WTP. On October 25, 2021, staff provided an update to City Council and estimated that the SUA would be asked to consider authorization of the confirmed system improvement projects in November/December. Mr. Barth stated that the confirmed system improvements include:

- Caustic Feed System
- Recovered Water Pump Station
- Finished Water Pump Station
- Cathodic Protection System—still within the study phase and design/construction will be considered by SUA in the future.

Staff believe it is in the best interest of the SUA to continue to use Carollo and B&M for the design, preconstruction services and Construction Manager at Risk (CMAR) services for the caustic feed system, finished water pump station and recovered water pump station in advance of the other elements of the WTP and RWDS.

Mr. Barth stated that B&M will serve as CMAR and will provide pre-construction services for the caustic feed system, finished water pump station and recovered water pump station through Contract Amendment No. 1 to the PSA in an amount not to exceed \$437,000.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO APPROVE CONTRACT AMENDMENT NO. 1 TO AGREEMENT FOR CONSTRUCTION MANAGEMENT AT RISK SERVICES WITH BURNS & MCDONNELL TO MODIFY SCOPE OF SERVICES TO INCLUDE SERVICES FOR PRECONSTRUCTION PHASE FOR THE CAUSTIC FEED SYSTEM, FINISHED WATER PUMP STATION AND RECOVERED PUMP STATION; AUTHORIZE GENERAL MANAGER TO SIGN THE AMENDMENT; AND APPROVE THE BUDGET AMENDMENT APPROPRIATING \$437,000 FOR THE PROJECT AND AUTHORIZE EXPENDITURES NOT TO EXCEED \$437,000.

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

- b. Motion to approve Contract Amendment No. 1 to Professional Services Agreement with Carollo Engineers to modify scope of services to include design services for the caustic feed system; authorize General Manager to sign the amendment; and approve the budget amendment appropriating \$198,000 for the project and authorize expenditures not to exceed \$198,000

Capital Project Manager David Barth stated that Carollo will provide design services for the caustic feed system through Contract Amendment No. 1 not to exceed \$198,000.

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE DZIALOWSKI TO APPROVE CONTRACT AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERS TO MODIFY SCOPE OF SERVICES TO INCLUDE DESIGN SERVICES FOR THE CAUSTIC FEED SYSTEM; AUTHORIZE GENERAL MANAGER TO SIGN THE AMENDMENT; AND APPROVE THE BUDGET AMENDMENT APPROPRIATING \$198,000 FOR THE PROJECT AND AUTHORIZE EXPENDITURES NOT TO EXCEED \$198,000.

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

- c. Motion to approve Contract Amendment No. 2 to Professional Services Agreement with Carollo Engineers to modify scope of services to include design services for the finished water pump station and recovered water pump station; authorize General Manager to sign the amendment; and approve the budget amendment appropriating \$2,198,000 for the project and authorize expenditures not to exceed \$2,198,000

Capital Project Manager David Barth stated that Carollo will provide design services for the finished water pump station and recovered water pump station through Contract Amendment No. 2 in an amount not to exceed \$2,198,000.

MOTION BY VICE MAYOR ZANNOTTI, SECOND BY TRUSTEE HAWKINS TO APPROVE CONTRACT AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERS TO MODIFY SCOPE OF SERVICES TO INCLUDE DESIGN SERVICES FOR THE FINISHED WATER PUMP STATION AND RECOVERED WATER PUMP STATION; AUTHORIZE GENERAL MANAGER TO SIGN THE AMENDMENT; AND APPROVE THE BUDGET AMENDMENT APPROPRIATING \$2,198,000 FOR THE PROJECT AND AUTHORIZE EXPENDITURES NOT TO EXCEED \$2,198,000.

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

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. QUESTIONS & INQUIRIES

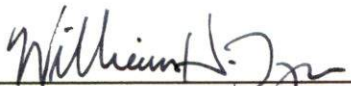
None.

8. ADJOURN

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE DZIALOWSKI TO ADJOURN THE DECEMBER 20, 2021 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The December 20, 2021 regular meeting of the Stillwater Utilities Authority adjourned at 7:07 p.m.



WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY



TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY