

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED SEPTEMBER 28, 2022 AT 2:38 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
OCTOBER 3, 2022**

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

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:28 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of September 19, 2022

MOTION BY VICE CHAIR ZANNOTTI, SECOND BY TRUSTEE CLARK TO APPROVE THE
CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA.
NAY-NONE. MOTION CARRIED WITH FIVE 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 authorizing the purchase of 8 new waste management vehicles to replace 8 used vehicles as follows:
- lease/purchase of 7 new residential refuse vehicles and 1 new roll-off refuse vehicle from United Engines off of Oklahoma State Purchasing Contract SW197 at an initial purchase amount of \$3,495,000;
 - enter into a buy-back agreement with United Engines for the option to sell the 8 new vehicles after 3 years;
 - exercise the buy-back option for the 7 used residential vehicles and 1 used roll off vehicle and apply the funds received from the buy-back option to pay off the remaining balance of approximately \$848,238 to Bank of America; and
 - authorize the General Manager to sign related documents

Waste Management Director Matt Faulkner reported that Waste Management operates under a buy-back agreement with Carolina Environmental Systems, Inc. for residential refuse vehicles and roll-off refuse vehicles. The agreement provides for an option to sell the trucks at established prices provided that the vehicle meets the vendor's terms and conditions at the end of the 36 month warranty period. Mr. Faulkner stated that seven residential vehicles and one roll-off vehicle are approaching the 36-month time period. After conducting an extensive cost analysis, it is recommended to replace these eight vehicles. The quote submitted to Oklahoma State Purchasing Contract SW197 by United Engines meets all the critical vehicle specifications.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE CLARK TO AUTHORIZE THE PURCHASE OF 8 NEW WASTE MANAGEMENT VEHICLES TO REPLACE 8 USED VEHICLES AS FOLLOWS:

- LEASE/PURCHASE OF 7 NEW RESIDENTIAL REFUSE VEHICLES AND 1 NEW ROLL-OFF REFUSE VEHICLE FROM UNITED ENGINES OFF OF OKLAHOMA STATE PURCHASING CONTRACT SW197 AT AN INITIAL PURCHASE AMOUNT OF \$3,495,000;
- ENTER INTO A BUY-BACK AGREEMENT WITH UNITED ENGINES FOR THE OPTION TO SELL THE 8 NEW VEHICLES AFTER 3 YEARS;
- EXERCISE THE BUY-BACK OPTION FOR THE 7 USED RESIDENTIAL VEHICLES AND 1 USED ROLL OFF VEHICLE AND APPLY THE FUNDS RECEIVED FROM THE BUY-BACK OPTION TO PAY OFF THE REMAINING BALANCE OF APPROXIMATELY \$848,238 TO BANK OF AMERICA; AND
- AUTHORIZE THE GENERAL MANAGER TO SIGN RELATED DOCUMENTS.

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

- b. Consider bid award to KVA Incorporated for panel boards for Kinzie and Hospital substations in the amount of \$395,786; authorize the General Manager to sign contract documents; and authorize expenditures up to \$435,365 (includes contingency)

Electric Utility Director Loren Smith reported that on November 16, 2020, Trustees approved the 6th Avenue transmission and distribution relocation project. On October 4, 2021, Trustees authorized staff to enter into a professional services agreement with Burns and McDonnell (BMcD) for engineering services for the project. Mr. Smith stated that staff has been working with BMcD to procure the long lead time materials and equipment for the project. The relay panel boards consist of the actual cabinets and protective relay type devices necessary to protect the new substation terminals and transmission lines at each substation. Specifications and bid documents were prepared by BMcD and solicited with two bids being received. Mr. Smith stated that BMcD and staff reviewed the bids and decided that KVA Incorporated met all the bid specifications making them the lowest responsible bidder.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO AWARD THE BID FOR PANEL BOARDS TO KVA INCORPORATED; AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE CONTRACT IN THE AMOUNT OF \$395,786; AND AUTHORIZE EXPENDITURES UP TO \$435,365 (INCLUDES CONTINGENCY).

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

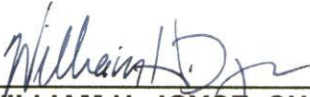
None.

8. ADJOURN

MOTION BY VICE CHAIR ZANNOTTI, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE OCTOBER 3, 2022 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The October 3, 2022 regular meeting of the Stillwater Utilities Authority adjourned at 6:34 p.m.



WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY



TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY