

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED AUGUST 11, 2022 AT 12:40 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
AUGUST 15, 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 7:19 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of August 1, 2022
- b. Approve budget amendment appropriating a total of \$831,000 from the Water Capital Fund and the Water Fund for the 32nd Avenue waterline replacement project as approved on August 1, 2020

City Attorney Kimberly Carnley removed item b. to correct a scrivener's error in the date.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO APPROVE THE CONSENT DOCKET MINUS ITEM B.

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

- b. Approve budget amendment appropriating a total of \$831,000 from the Water Capital Fund and the Water Fund for the 32nd Avenue waterline replacement project as approved on August 1, 2020

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO APPROVE ITEM B FROM THE CONSENT DOCKET WITH THE CORRECT DATE OF AUGUST 1, 2022.

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

5. GENERAL ORDERS

- a. Approve award of the bid for sanitary sewer chemical root control services to Duke's Root Control, Inc. in the amount of \$1.78 per linear foot for 6-inch and 8-inch sewer pipes

Water Utilities Director James Driskel stated that continuing the annual application of root control chemicals is a necessary step in maintaining a working sanitary sewer system. Bids were solicited with one bid being received from Duke's Root Control, Inc. in the amount of \$1.78 per linear foot of line treated for both 6' and 8' sewer lines.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO AWARD THE BID FOR SANITARY SEWER CHEMICAL ROOT CONTROL SERVICES TO DUKE'S ROOT CONTROL, INC. IN THE AMOUNT OF \$1.78 PER LINEAR FOOT FOR 6-INCH AND 8-INCH SEWER PIPES.

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

- b. Approve bid award to Bertrem Products, Inc. for the Water Treatment Plant Actuator Project and approve budget amendment appropriating funds in an amount not to exceed \$113,058, which includes a 10% contingency

Water Utilities Director James Driskel reported that during the freezing temperatures in February 2021, drains within the Water Treatment Plant filter systems froze and caused flooding, which damaged multiple remote valve actuators. Without these actuators, these valves must be manually operated by staff. Due to the location of these valves, staff must descend, by access ladders down approximately 12' to manually operate the valves for backwashing filters. For safe and proper operation of the WTP, all automated systems, including remote valve actuators, must be maintained in good working condition. Mr. Driskel stated that bids were solicited with one bid being received from Bertrem Products, Inc. This proposal requires a new appropriation in the amount of \$113,058, including a 10% contingency.

MOTION BY TRUSTEE HAWKINS, SECOND BY VICE CHAIR ZANNOTTI TO AWARD BID TO BERTREM PRODUCTS, INC. AND APPROVE BUDGET AMENDMENT FOR THE PROJECT IN AN AMOUNT NOT TO EXCEED \$113,058, WHICH INCLUDES A 10% 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

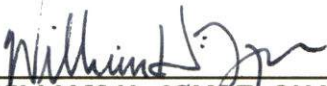
None.

8. ADJOURN

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE AUGUST 15, 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 August 15, 2022 regular meeting of the Stillwater Utilities Authority adjourned at 7:26 p.m.



WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY



TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY