

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED JULY 29, 2022 AT 8:30 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
AUGUST 1, 2022**

PRESENT: CHAIR WILLIAM H. JOYCE, VICE CHAIR ALANE ZANNOTTI
TRUSTEES AMY DZIALOWSKI AND KEVIN CLARK
ABSENT: TRUSTEE CHRISTIE HAWKINS

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 5:55 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of July 18, 2022

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

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA, CLARK-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. Approve bid award to Sierra Container Group for the purchase of new residential poly-carts and
authorize expenditures up to \$150,000

Waste Management Director Chris Knight reported that Waste Management currently provides residential waste and recycling services through the placement of poly-carts to approximately 15,000 residential customers in the City of Stillwater and the surrounding area. Due to the normal wear and tear and growth in the residential waste and recycling collection service, a number of new poly-carts are required. He stated bids were solicited and four bids were received. The bid submitted by Sierra Container Group met all the technical specifications and was the most responsible bidder.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE CLARK TO AWARD THE BID TO SIERRA CONTAINER GROUP AND AUTHORIZE EXPENDITURES UP TO \$150,000 FOR THE PURCHASE OF NEW RESIDENTIAL POLY-CARTS.

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

- b. Approve bid award to Rolloffs USA for the purchase of new commercial dumpsters and authorize expenditures up to \$100,000

Waste Management Director Chris Knight reported that Waste Management currently provides commercial waste through the placement of dumpsters to approximately 1,000 commercial customers in the City of Stillwater and the surrounding area. Due to the normal wear and tear on the existing dumpster inventory, a number of new dumpsters are required. Mr. Knight stated that bids were solicited with one bid being received. That bid was submitted by Rolloffs USA and it met all the technical specifications and was the most responsible bidder.

MOTION BY TRUSTEE CLARK, SECOND BY VICE CHAIR ZANNOTTI TO AWARD THE BID FOR THE PURCHASE OF NEW COMMERCIAL DUMPSTERS TO ROLLOFFS USA AND AUTHORIZE EXPENDITURES UP TO \$100,000.

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

- c. Approve award of the 32nd Avenue waterline replacement and add alternate bid to Danny Wick Excavating in the amount of \$720,000; authorize the general manager to execute the construction contract and associated documents; and authorize \$831,000 in construction expenditures, which includes construction, testing, and approximately 15% in contingency

Director of City Engineering Monty Karns reported that a 6" diameter asbestos pipe (ACP) waterline along 32nd Avenue has experienced more than 20 leaks over the past three years. The City previously replaced the ACP waterline west of this location; however, the waterline continues to be problematic. He stated that City engineering staff performed in-house design for a 6-inch PVC waterline to replace the remaining 5,000 feet of ACP waterline along 32nd Avenue. An additional alternate alignment to both abandon the SH-177 waterline crossing at 32nd Avenue and eliminate a dead-end north of 32nd Avenue was designed and included in the bid. Bids were solicited with two bids being received. Mr. Karns stated that separate from the bidding process, the City requested a bid through the State of Oklahoma Job Order Contracting System (JOC). City staff reviewed the bid packages and found Danny Wick Excavating to be the lowest responsible bidder.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE CLARK TO AWARD THE 32ND AVENUE WATERLINE REPLACEMENT AND ADD ALTERNATE BID TO DANNY WICK EXCAVATING IN THE AMOUNT OF \$720,000; AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE CONSTRUCTION CONTRACT AND ASSOCIATED DOCUMENTS; AND AUTHORIZE \$831,000 IN CONSTRUCTION EXPENDITURES, WHICH INCLUDES CONSTRUCTION, TESTING, AND APPROXIMATELY 15% IN CONTINGENCY.

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

6. RESOLUTIONS

- a. Resolution No. SUA-2022-7: A resolution authorizing the transfer of certain reserve funds to the Stillwater Economic Development Authority; ratifying all actions taken by the chairman to transfer certain reserve funds; approving and authorizing the chairman or vice chairman of the Authority to approve, finalize, execute, modify and/or deliver the necessary or appropriate documents to accomplish the transfer of certain reserve funds

Deputy City Manager Melissa Reames reported that on May 15, 2022, City Council and SEDA Trustees authorized City staff to go ahead and secure a loan so the City could advance money to the USA Rare Earth Economic Development Project. Staff was able to accomplish this task and some of the requirements of this transaction is that \$7 million dollars will need to be borrowed from the SUA Reserve Fund. That money will be loaned to SEDA to purchase the CD that will secure the line of credit with Great Plains Bank. This resolution is to solidify the transfer of funds from one municipal trust to another.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY VICE CHAIR ZANNOTTI TO ADOPT RESOLUTION NO. SUA-2022-7 AS PRESENTED.

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

7. 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

8. QUESTIONS & INQUIRIES

None.

9. ADJOURN

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE CLARK TO ADJOURN THE AUGUST 1, 2022 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The August 1, 2022 regular meeting of the Stillwater Utilities Authority adjourned at 6:07 p.m.



WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY



TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY