

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED MARCH 30, 2023 AT 11:20 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
APRIL 3, 2023**

**PRESENT: CHAIR WILLIAM H. JOYCE, VICE CHAIR AMY DZIALOWSKI
TRUSTEES CHRISTIE HAWKINS AND TIM HARDIN
ABSENT: TRUSTEE KEVIN CLARK**

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:37 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of March 20, 2023
- b. Consider approval of budget amendment reflecting an additional \$7,000,000 appropriation and expenditure for the GRDA purchase power contract
- c. Consider approval of budget amendment appropriating an additional \$250,000 from the Electric Rate Stabilization fund for service and or parts for three engines/generators at Stillwater Energy Center

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

**ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-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. GENERAL ORDERS

- a. Consider awarding the substation packager bid to Peak Substation Services in the amount of \$591,800; authorize General Manager to execute the contract; and authorize expenditures up to \$650,980, including 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 specifications and bid documents for the Substation Packager for Kinzie and Hospital substations were prepared by BMcD. The substation packager consists of the above grade materials and equipment necessary to build out the new substation terminals at each substation. Bids were solicited with three bids being received. The bids were evaluated with BMcD/staff and Peak Substation Services met all bid specifications making them the lowest responsible bidder.

MOTION BY TRUSTEE HAWKINS, SECOND BY VICE CHAIR DZIALOWSKI TO AWARD THE BID FOR THE SUBSTATION PACKAGER TO PEAK SUBSTATION SERVICES IN THE AMOUNT OF \$591,800 WITH EXPENDITURES UP TO \$650,980, WHICH INCLUDES CONTINGENCY, AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE CONTRACT.

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

- b. Consider awarding tree trimming bid for fiscal year 2024 to Davey Tree Surgery Company in the amount of \$1,695,420 and authorize General Manager to execute the contract

Electric Utility Director Loren Smith stated that Stillwater Utilities Authority (SUA) contracts for high voltage line clearance tree trimming and tree removal services around overhead electric lines and requires the contractor to follow the ANSI A300 standard for tree, shrub, and other woody plant maintenance. These tree trimming and tree removal services, which have a direct correlation to the reliability of the electric system, have traditionally been bid on a three year cycle with a provision to extend the first year contract on an annual basis for two additional years. The current contract, which began in FY21 will end on June 30, 2023. Bids were solicited with six bids being received. Mr. Smith reported that Asplundh Tree Expert, LLC was the lowest bidder; however, SUA's experience with Asplundh in the past has not been satisfactory. He stated that Davey Tree Surgery Company has done an excellent job exceeding expectations since FY18. Therefore, staff is recommending the bid be awarded to the lowest responsible bidder Davey Tree Surgery Company. The contract will be awarded for FY24 and will begin July 1, 2023.

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO AWARD THE TREE TRIMMING BID FOR FISCAL YEAR 2024 TO DAVEY TREE SURGERY COMPANY IN THE AMOUNT OF \$1,695,420 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE CONTRACT.

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

6. RESOLUTIONS

- a. Resolution No. SUA-2023-2: A resolution amending Section V, Electric Service Rules Of The City of Stillwater Terms and Conditions of Service for Municipal Utilities

Electric Utility Director Loren Smith explained this resolution during the City Council meeting.

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA-2023-2 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, HARDIN-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:
 - General Manager Norman McNickle thanked the Stillwater Electric Utility for their work in preventing very few outages in the wind storm last Friday. He stated this is due to the maintenance and tree trimming to keep the trees out of the power lines.
- c. Miscellaneous items from Trustees: No report.
 - i) Discussion about scheduling items for upcoming meetings

8. QUESTIONS & INQUIRIES

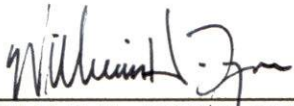
None.

9. ADJOURN

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE HARDIN TO ADJOURN THE APRIL 3, 2023 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The April 3, 2023 regular meeting of the Stillwater Utilities Authority adjourned at 6:42 p.m.



WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY



TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY