

**NOTICE
GLENPOOL UTILITY SERVICE AUTHORITY
REGULAR MEETING**

A Regular Session of the Glenpool Utility Service Authority will be held at 6:00 p.m. immediately following the Glenpool City Council Meeting on Monday, January 8, 2018, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

AGENDA

	Page
A) Call to Order - Timothy Lee Fox, Chairman	
B) Roll Call, Declaration of Quorum – Susan White, Secretary; Timothy Lee Fox, Chairman	
C) Public Works Director Report - Wes Richter	
1) Public Works Report Jan 2018	2
D) Scheduled Business	
1) Discussion and possible action to approve minutes from December 12, 2017. (Susan White, Secretary) GUSA MIN 121207	3
2) Discussion and possible action to amend 2018 Meeting Calendar. (Susan White, City Clerk) Staff Memo Meeting Schedule 2018 GUSA	4 - 5

E) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, _____ at _____ am/pm.

Signed:

City Clerk



Public Works Director's Report

January 8th, 2018

To: Glenpool Utility Services Authority Board Members,

The following report highlights and summarizes the various activities that are currently being addressed by the Public Works Department.

Waste Water Treatment Plant:

- Submitted Monthly DMR report to ODEQ.
- Results came back on the bio-monitoring for last quarter we passed.
- Submitted Bio-monitoring DMR report to ODEQ.
- Received CEI inspection report from ODEQ finalizing the response letter back to ODEQ.
- 7 sewer backups were reported 2 on city side 5 on customers side.

Water Distribution:

- Meter reading started on December 5th and ended on December 7th.
- Total rereads for December 19.
- 143 Service Orders, 7 Blue tags were issued by the water billing dept.
- 3 New service taps and 6 leaks were repaired.
- 237 Line locates were issued by call Okie which brings the total for 2017 to 3,680 locates.
- We did not do turn offs this month.

**MINUTES
GLENPOOL UTILITY SERVICES AUTHORITY
REGULAR SESSION
December 12, 2017**

The Regular Session of the Glenpool Utility Services Authority was held at Glenpool City Hall. Trustees present: Tim Fox, Chairman; Momodou Ceesay, Vice-Chairman; Patricia Agee; and Brandon Kearns. Jacqueline Triplett-Lund was absent.

Staff present: Lowell Peterson, Trust Attorney; Susan White, Interim City Manager, Trust Secretary; and Wes Richter, Director of Public Works.

- A) **Chairman Fox called the meeting to order at 7:44 p.m.**
- B) **Susan White, Secretary called the roll and Chairman Fox declared a quorum present.**
- C) Public Works Director Report - Wes Richter, Director of Public Works
- Mr. Richter reviewed the various activities accomplished by the water/wastewater personnel during the previous month.
- D) **Scheduled Business:**
- 1) **Discussion and possible action to approve minutes from November 14, 2017 meetings**
MOTION: Trustee Kearns moved, second by Vice-Chairman Ceesay to approve minutes as presented.
FOR: Vice-Chairman Ceesay; Chairman Fox; Trustee Agee; Trustee Kearns
AGAINST: None
ABSENT: Trustee Lund
Motion carried.
 - 2) **Discussion and possible action to approve a Professional Services Agreement from Crafton, Tull & Associates, in an amount not to exceed \$45,500, covering engineering design of Speedy's Liftstation improvements.**
Lynn Burrow, Community Development Director recommended approval of the Agreement.
MOTION: Vice-Chairman Ceesay moved, second by Trustee Agee to approve the Crafton, Tull & Associates Professional Services Agreement in an amount not to exceed \$45,500.00.
FOR: Chairman Fox; Trustee Agee; Trustee Kearns; Vice-Chairman Ceesay
AGAINST: None
ABSENT: Trustee Lund
Motion carried.
- E) **Adjournment.**
- There being no further business, Chairman Fox declared the meeting adjourned at 7:58 p.m.

Date

Chairman

ATTEST:

Secretary



STAFF REPORT

Date: January 8, 2018

To: Honorable Chairman and Trustees

From: Susan White, Secretary

Re: 2018 Meeting Calendar Amendments
GUSA, GIA, GCTA, GEMS

Background:

During the December 12, 2017 meeting, City Council acted to amend the 2018 meeting calendar. One of the amendments was to move the November and December meeting dates to the first Monday of each month, November 5 and December 3 respectively. Because the original amendment recommended by staff involved a correction which only affected the City Council meeting calendar, the item was not scheduled on the Authority meeting agendas. Consequently, those calendars will have to be amended to match the revised City Council calendar for 2018.

Staff Recommendation:

Staff recommends approval of 2018 Meeting Calendars to reflect the amendment made to the 2018 City Council calendar.

Attachments:

Glenpool Utility Service Authority Amended 2018 Calendar
Glenpool Industrial Authority Amended 2018 Calendar
Glenpool Cemetery Trust Authority Amended 2018 Calendar
Glenpool Area Emergency Medical Service District Amended 2018 Calendar

**2018 CALENDAR YEAR
SCHEDULE OF REGULAR MEETINGS
GLENPOOL UTILITY SERVICE AUTHORITY
GLENPOOL, OKLAHOMA**

DATE	TIME	PLACE
JANUARY 8, 2018	6:00 P.M.	GLENPOOL CITY HALL
FEBRUARY 5, 2018	6:00 P.M.	GLENPOOL CITY HALL
MARCH 5, 2018	6:00 P.M.	GLENPOOL CITY HALL
APRIL 2, 2018	6:00 P.M.	GLENPOOL CITY HALL
MAY 7, 2018	6:00 P.M.	GLENPOOL CITY HALL
JUNE 4, 2018	6:00 P.M.	GLENPOOL CITY HALL
JULY 2, 2018	6:00 P.M.	GLENPOOL CITY HALL
AUGUST 6, 2016	6:00 P.M.	GLENPOOL CITY HALL
SEPTEMBER 4, 2018 *	6:00 P.M.	GLENPOOL CITY HALL
OCTOBER 1, 2016	6:00 P.M.	GLENPOOL CITY HALL
NOVEMBER 5, 2018	6:00 P.M.	GLENPOOL CITY HALL
DECEMBER 3, 2018	6:00 P.M.	GLENPOOL CITY HALL

* Denotes Tuesday Meeting

GLENPOOL CITY HALL, City Council Chambers, 12205 S Yukon Ave., Glenpool Oklahoma

APPROVED BY:
TRUSTEES OF THE GLENPOOL UTILITY SERVICE AUTHORITY
12205 S. YUKON
GLENPOOL, OK 74033
918-322-5409
Filed in the office of the City Clerk on the 12th day of December 2017

Signed: _____