

**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 February 3, 2020, 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 – Wendy Knight, Secretary; Timothy Lee Fox, Chairman	
C) Public Works Director Report - Rob Werley	
1) GUSA PW report Jan 2020 (002)	2 - 3
D) Scheduled Business	
1) Discussion and possible action to approve minutes from January 6, 2020 meeting. (Wendy Knight, Secretary) GUSA - 06 Jan 2020 - Minutes - Html	4 - 9
2) Discussion and possible action to approve a quote received from Barnhart Excavating Company in an amount not to exceed \$48,426.00 for repairs to an existing 8" ID waterline bordering Lambert Park, to be paid from the 2019-2020 Budget Account No. 02-6-16-6273, and to authorize the City Manager to execute the same. (Lynn Burrow, Community Development Director) GUSA Presentation 02 03 20 - Waterline Repair 2	10 - 17
3) Discussion and possible action to approve an amendment to the 2019-2020 budget Account No. 02-6-16-6273 (Repair and Maintenance), in the amount of \$48,426.00, to be taken from the GUSA Cash Reserve Account No. 02-1000 for payment of the foregoing item if approved. (John Gonsalves, Finance Director) 02-03-2020 BUDGET AMENDMENT GUSA	18 - 19

E) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on January 31, 2020, by 4:00 pm.

Signed: Wendy Knight

Secretary



3 February 2020

To: Honorable Chairman and Trustee's, Glenpool Utility Service Authority

From: Rob Werley, Public Works Director

RE: January 2020 Public Works Operations Report

The following information is a summary of the work that is in progress or has been completed by Public Works crews for the month of December:

Waste Water:

- Sewer line repair adjacent to Glenpool Elementary
- Installed new scent blocks at Speedy's lift station
- Electrical contractor made repairs to Conway and Rolling Meadows lift stations (replaced exposed wiring and damaged conduit, rewired 1 pump, installed and wired two level floats)
- Staff received training on the portable camera system
- Upgrade project at the Glen Park Lift Station has been completed
- 2 sewer calls, both on customer side; TV inspected one main; jetted one main

Water:

- Meter reading started on 2 January and ended on 7 January, 8 re-reads were completed.
- Cutoffs were done on the 28th of January and water crews' shutoff 131 customers for non-payment.
- 88 Service orders were completed for the Water Department
- A private contractor hit a water line in the Brookover Corner. Contractor has re-bored the line due to depth, my crews will make the connections
- 152 Line locates were completed
- Monthly bac-t samples were taken, all samples passed
- A static / residual flow test was completed at Hwy 75 and 161st for private engineer
- One service line leak was repaired
- One main water line leak. The leak is currently isolated

Parks:

- Daily check of parks, pick up trash and empty trash cans
- Completed minor repairs and painting of play ground equipment at Black and Gold Park
- Removed damaged bench from in front of Banc 1st

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641
Mayor Tim Fox, Vice-Mayor Momodou Ceesay, Councilors: Joyce Calvert, Brandon Kearns, and Jacqueline Lund
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight
www.glenpoolonline.com

- Remove old steps, built new steps at Public Works Administrative office
- Re-paint bollards at Public Works shop

Streets:

- Installed new Warrior Rd signs on traffic light boom arms on 141st
- Replaced a damaged stop sign at Glenpool Blvd & Fern
- Prep trucks for possible winter weather
- Parks / Streets Superintendent and on call personnel checked streets, placed salt and sand where needed due to ice (11 January)
- Install bollards at Casper & Main St.
- Street crews plowed streets, placed out salt & sand where needed due to snow (22 January)
- Remove debris from stormwater drains inlets various locations
- Repaired various pothole issues on Warrior Rd
- Made temporary repair to edge of street on 126th and Yukon

All Public Works employees attended an OMAG quarterly safety training at the conference center

MINUTES
GUSA Meeting
January 6, 2020 Council Chambers 6:00 PM

TRUSTEES PRESENT: Tim Fox
Momodou Ceesay
Joyce Calvert
Jacqueline Triplett-Lund
Brandon Kearns

STAFF PRESENT: David Tillotson
Susan White
Lowell Peterson
Wendy Knight
John Gonsalves
Lynn Burrow
Bart Harris
Rob Werley

- A) Call to Order - Timothy Lee Fox, Chairman**
Chairman Fox called the meeting to order at 7:06 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Timothy Lee Fox, Chairman**
Wendy Knight called the roll, Chairman fox declared a quorum present.
- C) Public Works Director Report - Rob Werley**
[GUSA Public Works Director's Report 01 06 20](#)
- D) Scheduled Business**
- 1) Discussion and possible action to approve minutes from December 2, 2019 meeting.
(Wendy Knight, Secretary)
- Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve the minutes as presented.

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay	x			
Joyce Calvert	x			
Jacqueline Triplett-Lund	x			
Brandon Kearns	x			
	5	0	0	0

CARRIED.

[GUSA - 02 Dec 2019 - Minutes - Html](#)

- 2) Discussion and possible action to approve a sales quote from Key Equipment & Supply Co. in an amount not to exceed \$12,284.49, for sanitary sewer camera equipment, to be funded from FY 2019/2020 Annual Budget Item No. 02-6-16-6333 (Equipment Purchase).
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Board approval of a sales quote from Key Equipment & Supply Co. in an amount not to exceed \$12,284.49, for sanitary sewer camera equipment. This camera system will allow the City to develop a systematic program of inspections covering of all of the existing collection lines throughout Glenpool on a frequent basis. The goal is to inspect approximately 25% of our existing system annually to determine piping and related structure conditions and various sources of blockages common to these types of underground facilities - prior to obstructions causing sewer back-ups and private property damage. The purchase of this equipment will also reduce or eliminate the need to retain these types of inspection services from outside vendors. The City of Glenpool has also been awarded a \$5,000.00 Sanitary Sewer Camera Grant from Oklahoma Municipal Assurance Group (OMAG), which will help offset the total purchase price of the equipment.

Moved by Joyce Calvert, seconded by Momodou Ceesay

To approve a sales quote from Key Equipment & Supply Co. in an amount not to exceed \$12,284.49, for sanitary sewer camera equipment, to be funded from FY 2019/2020 Annual Budget Item No. 02-6-16-6333 (Equipment Purchase).

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay	x			

Joyce Calvert	x			
Jacqueline Triplett-Lund	x			
Brandon Kearns	x			
	5	0	0	0

CARRIED.

[GUSA Presentation 01 06 20 Sewer Camera System Purchase](#)

- 3) Discussion and possible action to approve a proposal from Aeration Works in an amount not to exceed \$11,276.00, for air diffuser system repair at the wastewater treatment lagoon, to be funded from FY 2019/2020 Annual Budget Item No. 2-6-16-6273 (Equipment Repair and Maintenance), and to authorize the City Manager to execute the same. (Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Board approval of a proposal from Aeration Works in an amount not to exceed \$11,276.00, for air diffuser system repair at the wastewater treatment lagoon. The repair is needed due to the deterioration of several sections on one of the existing floating air diffusers and the critical role they play in the overall sewage treatment system.

Moved by Brandon Kearns, seconded by Joyce Calvert

To approve a proposal from Aeration Works in an amount not to exceed \$11,276.00, for air diffuser system repair at the wastewater treatment lagoon, to be funded from FY 2019/2020 Annual Budget Item No. 2-6-16-6273 (Equipment Repair and Maintenance), and to authorize the City Manager to execute the same.

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay	x			
Joyce Calvert	x			
Jacqueline Triplett-Lund	x			
Brandon Kearns	x			
	5	0	0	0

CARRIED.

[GUSA Presentation 01 06 20 Treatment Lagoon Equipment Repair](#)

- 4) Discussion and possible action to approve a proposal from JWC Environmental in an amount not to exceed \$12,678.76, for auger repair

at the waste water treatment plant, to be funded from FY 2019/2020 Annual Budget item No. 2-6-16-6273 (Equipment Repair and Maintenance).
(Lynn Burrow, Community Development Director)

Mr. Burrow presented and recommended Board approval of a proposal from JWC Environmental in an amount not to exceed \$12,678.76, for auger repair at the waste water treatment plant. The replacement part is needed for a debris screen associated with the headworks influent auger equipment, and will be installed by Public Works Department personnel.

Moved by Jacqueline Triplett-Lund, seconded by Joyce Calvert

To approve a proposal from JWC Environmental in an amount not to exceed \$12,678.76, for auger repair at the waste water treatment plant, to be funded from FY 2019/2020 Annual Budget item No. 2-6-16-6273 (Equipment Repair and Maintenance).

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay	x			
Joyce Calvert	x			
Jacqueline Triplett-Lund	x			
Brandon Kearns	x			
	5	0	0	0

CARRIED.

[GUSA Presentation 01 06 20 Treatment Plant Equipment Repair](#)

- 5) Discussion and possible action to select an option of savings for Loan No. ORF-11-0002-CW, Oklahoma Water Resources Board.
(John Gonsalves, Treasurer)

Mr. Gonsalves presented options of savings for Loan No. ORF-11-0002-CW, Oklahoma Water Resources Board. OWRB has refinanced bonds to which GUSA has a Loan Agreement, which has resulted in the savings.

Option 1: Have the final loan maturity remain the same, with a reduction of debt service of approximately \$54,527 over the remaining life of the loan.

Option 2: Take all the savings in the form of approximately \$47,059 up-front credit towards the March 2020 debt service payment and keep the remaining debt service payment and final maturity the same.

Option 3: Pay off the remining balance of the loan.

Moved by Jacqueline Triplett-Lund, seconded by Momodou Ceesay

*To select an **Option 1** of savings for Loan No. ORF-11-0002-CW, Oklahoma Water Resources Board.*

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay	x			
Joyce Calvert	x			
Jacqueline Triplett-Lund	x			
Brandon Kearns	x			
	5	0	0	0

CARRIED.

[OWRB Loan Savings Options](#)

- 6) Discussion and possible action to approve and authorize the Chairman to execute annual issuance by Bancfirst of \$25,000 Letter of Credit, plus incremental increases, in compliance with the Agreement of Settlement, Compromise and Release ("Settlement Agreement") entered into with Creek County Rural Water District #2 in Settlement of Litigation. (John Gonsalves)

Mr. Gonsalves recommended Board approval and authorization for the Chairman to execute annual issuance by Bancfirst of \$25,211.90 Letter of Credit, plus incremental increases, in compliance with the Agreement of Settlement, Compromise and Release ("Settlement Agreement") entered into with Creek County Rural Water District #2 in Settlement of Litigation. The letter of credit is to cover any event of default for audit year July 1, 2019 through June 30, 2020.

Moved by Brandon Kearns, seconded by Momodou Ceesay

To approve and authorize the Chairman to execute annual issuance by Bancfirst of \$25,211.90 Letter of Credit, plus incremental increases, in compliance with the Agreement of Settlement, Compromise and Release ("Settlement Agreement") entered into with Creek County Rural Water District #2 in Settlement of Litigation.

	For	Against	Abstained	Absent
Tim Fox	x			
Momodou Ceesay	x			
Joyce Calvert	x			

GUSA
January 6, 2020

Jacqueline Triplett-Lund	x				
Brandon Kearns	x				
	5	0	0	0	

CARRIED.

[Letter of Credit](#)

E) Adjournment

Chairman Fox declared the meeting adjourned at 7:30 p.m.



MEMORANDUM

**TO: CHAIRMAN AND BOARD OF TRUSTEES
GLENPOOL UTILITY SERVICES AUTHORITY**

**FROM: LYNN BURROW, PE
COMMUNITY DEVELOPMENT DIRECTOR**

RE: WATERLINE REPAIR PROJECT – LAMBERT PARK

DATE: FEBRUARY 03, 2020

BACKGROUND:

This is a request for consideration and action regarding the review and approval of the attached construction quote received from Brent Barnhart Excavating Company in the amount of \$48,426.00. The proposal covers the labor, equipment, and materials necessary to make repairs to an existing 8" ID waterline bordering Lambert Park. The attached map illustrates the location of the repair work being proposed. Note that the existing waterline illustrated on the map has ruptured in an area located under the existing low-water creek crossing on the entry drive into the park from Union Avenue. The rupture of this 8" diameter line was the cause of numerous water outages and areas of low water pressure experienced over the weekend of January 18th. The waterline break was discovered on Saturday, January 18th and several existing valves were closed to isolate this break to a small section of waterline. With the break isolated, the water flow from the rupture was stopped and the normal water level in the 141st Street water tower was re-established which, in-turn, restored system operating pressures in the areas of the City served by this water tower. However, the actual repair of the waterline break is necessary to permanently maintain the operation of the distribution system located west of US Highway 75. As noted on the exhibit map, the proposed relocation will tap into the existing line in two locations - one on either side of the drainage tributary running through Lambert Park. The relocation will consist of connecting a short run of 8" ID piping spliced into the existing waterlines as illustrated and incorporating new valving as shown. The relocated waterline will not result in the removal and replacement of the existing access drive at the creek crossing. The subject repair project is to be funded from the FY 2019/2020 Annual Budget from Budget Item No. 02-6-16-6273.

STAFF RECOMMENDATION:

Staff has reviewed the quote submitted by Bret Barnhart Excavating Company as well as a similar quote from C.K. Mills, LLC and is recommending approval of the proposal received from Barnhart Excavating Company for a total price not to exceed \$48,426.00. This cost is to be paid from the FY 2019/2020 Annual Budget under Item No. 02-6-16-6273. Staff also recommends authorization be given to the City Manager to execute a formal Contract Agreement with Barnhart Excavating Company covering this repair work for the amount quoted.

Attachments:

- A. Work Quote from Bret Barnhart Excavating Company
- B. Work Quote from C.K. Mills, LLC
- C. Aerial Photo Maps



PROPOSAL

Proposal For:
Glenpool Waterline Repair

Date:
01/27/2020

JOB	ESTIMATE NUMBER	ESTIMATOR
GLENPOOL WATERLINE REPAIR	20-015	Bret Barnhart

BID ITEM CODE	DESCRIPTION	QUAN	UNIT	UNIT PRICE	EXT PRICE
400	EQUIPMENT & LABOR	1.000	LS	\$24,100.00	\$24,100.00
410	AGG BASE ALLOWANCE	45.000	TONS	\$ 20.00	\$ 900.00
420	DIRT FOR COFFER DAM	2.000	LOAD	\$ 212.00	\$ 424.00
430	BEDDING SAND	5.000	LOAD	\$ 212.00	\$1,060.00
440	CONCRETE THRUST BLOCK	6.000	CY	\$ 128.00	\$ 768.00
450	24" STEEL CASING	60.000	LF	\$ 39.15	\$2,349.00
460	8" EZ VALVE	1.000	EA	\$8,800.00	\$8,800.00
470	PIPE AND FITTINGS • 260' C900 • 8 - 45 Bends • 1- Tee • 3 - Solid Sleeve • 1 - Valve • 9 - Bell Restraint for Casing • Casing End Seals • 1 - Valve Box • 1 - Roll of Poly Wrap • Tracer Wire	1.000	LS	\$10,025.00	\$10,025.00
TOTAL:					\$48,426.00

GENERAL NOTES:

1. No Permits, Deposits, Bonds, Fees of any kind (Bond Rate determined per job).
2. No De-Watering of any kind.
3. No Construction Staking, Compaction Testing or Field Layout of any kind.
4. Contractor shall notify Subcontractor in writing within 5 (five) working days of a move in and commence of his work for each phase.
5. Any delays due to mistakes in plans or Engineer's staking will be charged to the Owner.
6. Payment shall be made in a timely manner. Progress Billing will be submitted to the Owner by the 25th of the month and must be paid by the 15th day following.
All late payments will be subject to interest charges at the rate of 18% per annual compounded monthly.
7. If excessive rock is found and additional equipment is needed, there will be an hourly charge for any and all equipment, operators, and material needed to remove rock. Any and all added cost associated with the removal of the rock will be charged to the Customer. Customer will be notified before any additional costs are charged.

EXCLUSIONS:

1. Layout of building corners (survey).
2. Establishment of bench-mark for reference purpose.
3. Time delays caused by inclement weather.
4. Soil compaction test.
5. Sod or seeding.

FUEL CONTINGENCY:

Due to the rising cost of fuel, prices listed
are only good for one week after bid date.
Prices may vary according to current fuel prices.

OVERVIEW.pdf Markup Summary

Subject	Label	Length	Area	Depth	Volume	Count	Color
		260.1799 ft' in"			(6)	13	
Polylength Measurement	NEW WATERLINE	205.4707 ft' in"		ft' in"			■
Polylength Measurement	24" CASING	54.7092 ft' in"		ft' in"			■
Count Measurement	45 BEND			ft' in"		8	■
Count Measurement	TEE			ft' in"		1	■
Count Measurement	SOLID SLEEVE			ft' in"		3	■
Count Measurement	VALVE			ft' in"		1	■

C K Mills LLC

100323 S. Shadyoak Dr. Harrah, OK 73045

Phone: Blaine 405-919-8808

email: blaine@ckmills.net

1/28/2020

Bid

Item	Unit	Quantities	Unit Price	Cost
Sewer Extension				
1 8" Bore	lf	130	\$ 300.00	\$ 39,000.00
2 Fuse Pipe	lf	130	\$ 10.00	\$ 1,300.00
3 8" Inersion valve	ea	1	\$ 14,500.00	\$ 14,500.00
4 Excavation	ls	1	\$ 7,500.00	\$ 7,500.00
5 8" Gate Valve(box)	ea	3	\$ 1,350.00	\$ 4,050.00
6 Mob/Demobilization	ls	1	\$ 2,000.00	\$ 2,000.00
7				
			Total	\$ 68,350.00



Current Water Line Configuration



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To: HONORABLE CHAIRMAN AND GUSA BOARD OF TRUSTEES
From: John Gonsalves, Finance Director
Date: February 03, 2020
Subject: Budget Amendment

Background:

On January 18th, 2020 one of our water line broke. The rupture of the 8" diameter line was the cause of water outages and areas of low water pressure experienced over the weekend of January 18th

Staff has reviewed the quote submitted by Bret Barnhart Excavating Company as well as a similar quote from C.K. Mills, LLC to fix the rupture and is recommending approval of the proposal received from Barnhart Excavating Company for a total price not to exceed \$48,426.00.

Staff Recommendation

In order to pay for services provided by Bret Barnhart Excavating company if approved, staff is recommending a budget amendment to the GUSA account 02-6-16-6273 (Repair and Maintenance) to increase the budgeted amount from \$22,000 to \$70,426 to cover the cost of repairing the ruptured waterline. The additional funds will come from GUSA Cash Reserve. Account 02-1000

Attachments

Budget Amendment Form

**Glenpool Utility Services Authority
Budget Amendment**

Fiscal Year: FY19-20

Amendment No: 1

Date Requested: 30-Jan-20

Transfer From:

Fund	Account Number	Acct Name	Amount	Remaining Balance
GUSA	02-1000	Cash Reserves	\$ 48,426.00	\$ 609,103.28

Total: \$ 48,426.00

Transfer To:

Fund	Account Number	Acct Name	Amount	Account Balance
GUSA	02-6-06-6273	Repair and Maintenance	\$ 48,426.00	\$ 70,426.00

Total: \$ 48,426.00

Approved by the Glenpool Utility Services Authority:

Chair

Date