

**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, March 5, 2018, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

AGENDA

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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 Feb 2018 Activites	2
D) Scheduled Business	
1) Discussion and possible action to approve minutes from February 5, 2018. (Susan White, Secretary) GUSA - 05 Feb 2018 - Minutes - Pdf	3 - 7
E) Adjournment	

This notice was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on March 1, 2018 at 5:00 p.m.
Signed: Susan White, City Clerk



Public Works Director's Report

March 5th, 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.
- Sent in the quarterly bio monitoring samples waiting on the results.
- 2 sewer backups were reported 1 on city side 1 on customers side.

Water Distribution:

- Meter reading started on February 5th and ended on February 8th.
- Total rereads for February 15.
- 228 Service Orders, 9 Blue tags were issued by the water billing dept.
- 4 New service taps and 3 leaks were repaired.
- 166 Line locates were issued by call Okie which brings the total for 2018 to 424 locates.
- 148 were turned off for nonpayment.

MINUTES
GUSA Meeting
Monday, February 5, 2018 Council Chambers 6:00 PM

COUNCIL PRESENT: Tim Fox
Momodou Ceesay
Trish Agee
Brandon Kearns
Jacqueline Triplett-Lund

COUNCIL ABSENT:

STAFF PRESENT: David Tillotson
Lowell Peterson
Susan White
John Gonsalves
Wes Richter

STAFF ABSENT:

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1 Call to Order - Timothy Lee Fox, Chairman	
2 Roll Call, Declaration of Quorum – Susan White, Secretary; Timothy Lee Fox, Chairman	
3 Public Works Director Report - Wes Richter	
Public Works Report January 2018	3
4 Scheduled Business	
a) Discussion and possible action to approve minutes from January 8, and January 22, 2018 meetings. (Susan White, Secretary)	4 - 5
GUSA MIN 010818	
GUSA MIN 012218SPC	
5 Adjournment	

GUSA
February 5, 2018



Public Works Director's Report

February 5th, 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.
- Submitted the CEI inspection response letter to ODEQ.
- 5 sewer backups were reported 2 on city side 3 on customers side.

Water Distribution:

- Meter reading started on January 4th and ended on January 5th.
- Total rereads for January 29.
- 193 Service Orders, 11 Blue tags were issued by the water billing dept.
- 6 New service taps and 8 leaks were repaired.
- 258 Line locates were issued by call Okie which brings the total for 2018 to 258 locates.
- 217 were turned off for nonpayment.

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

**MINUTES
GLENPOOL UTILITY SERVICES AUTHORITY
REGULAR SESSION
January 8, 2018**

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; Brandon Kearns and Jacqueline Triplett-Lund.

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

- A) **Chairman Fox called the meeting to order at 7:36 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 December 12, 2017 meeting.**
MOTION: Trustee Agee moved, second by Vice-Chairman to approve minutes as presented.
FOR: Vice-Chairman Ceesay; Chairman Fox; Trustee Agee; Trustee Kearns
AGAINST: None
ABSTAIN: Trustee Lund (Absent December 12, 2017)
Motion carried.
 - 2) **Discussion and possible action to amend 2018 Meeting Calendar.**
MOTION: Trustee Lund moved, second by Trustee Agee to approve amended calendar to reflect November 5, and December 3, 2018 regular meeting dates.
FOR: Vice-Chairman Ceesay; Chairman Fox; Trustee Agee; Trustee Kearns; Trustee Lund
AGAINST: None
Motion carried.
- E) **Adjournment.**
- There being no further business, Chairman Fox declared the meeting adjourned at 7:41 p.m.

Date

Chairman

ATTEST:

Secretary

**MINUTES
GLENPOOL UTILITY SERVICES AUTHORITY
SPECIAL SESSION
January 22, 2018**

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

Staff present: David Tillotson, City Manager; Lowell Peterson, Trust Attorney; and Susan White, Trust Secretary.

- A) **Vice Chairman Ceesay called the meeting to order at 6:35 p.m.**
- B) **Susan White, Secretary called the roll and Vice Chairman Ceesay declared a quorum present.**
- C) **Scheduled Business:**
- 1) **Discussion and possible action to acknowledge receipt of audited FY17 Financial Report and Operating Report and direct that the Report be placed in the permanent files.**
MOTION: Trustee Kearns moved, second by Trustee Lund to concur with action taken by City Council to accept the FY 17 Financial Report and Operating Report.
FOR: Trustee Lund; Vice Chairman Ceesay; Trustee Kearns
AGAINST: None
ABSENT: Chairman Fox; Trustee Agee
Motion carried.
- D) **Adjournment.**
- There being no further business, Vice Chairman Ceesay declared the meeting adjourned at 6:36 p.m.

Date

Chairman

ATTEST:

Secretary