



**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 April 3, 2023, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

NOTE: The Glenpool Utility Service Authority will be assembled for the meeting at the City Council Chambers, 12205 S. Yukon Ave, Glenpool, Oklahoma. Members of the public are invited to attend the in-person meeting, or join a live broadcast at this link:

Join Zoom Meeting

<https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFlKbUNrUUxtdz09>

Meeting ID: 897 5355 5435

Passcode: 974088

One tap mobile

+13462487799, US (Houston)

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Passcode: 974088

Find your local number: <https://us02web.zoom.us/u/kdrY6w7ABX>

The GUSA Board welcomes comments from citizens of Glenpool who wish to address any item on the agenda.

- Speakers attending in **PERSON** are required to complete the Request to Speak form located on the agenda table and return to the City Clerk **PRIOR TO THE CALL TO ORDER**.
- Speakers attending via **ZOOM** are required to complete the Request to Speak form located on our website: <https://glenpoolonline.civicweb.net/document/19057/Request%20to%20Speak%20Form.pdf> and email it to the City Clerk: Wknight@cityofglenpool.com **PRIOR TO 6:00 PM, APRIL 3, 2023.**

AGENDA

	Page
A) Call to Order - Joyce G. Calvert, Chair	
B) Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Joyce G. Calvert, Chair	
C) Departmental Reports	
1) 2023-03 Water Sewer Report	3 - 4
D) Trustee Comments	
E) Public Comments	
F) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the GUSA Board to be routine and will be enacted by	

one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the consent Agenda is non-debatable.)

- 1) Minutes from March 6, 2023 meeting. 5 - 6
[GUSA - 06 Mar 2023 - Minutes - Html](#)

G) Consideration and appropriate action relating to items removed from the Consent Agenda

H) Scheduled Business

- 1) Discussion and possible action to approve, deny or amend increasing GUSA's portion of the Employee & Child, Employee & Spouse, and Family Health Plans and GAP Plans to 90% of the total cost of the plan. 7 - 12
(David Tillotson, City Manager)
[Staff Report - Benefits Pay Adjustment](#)

I) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on March 31, 2023, by 11:30 am.

Signed: Wendy Knight

Secretary



To: Honorable Chairman and Trustees, Glenpool Utility Service Authority

From: Jesse Hale, Public Works Director

Subject: March 2023 Water, Sewer, and Wastewater Treatment Plant Report

The following details of all work completed between March 1, 2023 – March 28, 2023

Wastewater Treatment Plant and Lift Stations:

- Daily testing performed
- Daily readings performed
- Daily flow monitoring performed
- Daily meter calibrations performed
- Weekly biological oxygen demand and total suspended solids samples to Green Co. Testing
- Daily addition of chemicals to lagoon
- Mowed, weeded, and sprayed (where needed) at lift stations and plant grounds
- Lift Stations inspected
- Vehicle and equipment maintenance performed
- Grinder Motor is functional again, helping to take out solids from the raw sewage.
- Effluent Motor #3 is down. Distributors are actively looking for parts to repair VFD.
- Blower Motor #2 is down. Holding off on repair for now.
- Jetrodded 2 possible sewer backup(s), city line(s) were clogged on both.
- Overhead lights installed at influent and effluent pump stations for low light visibility.

Water

- 262 Utility locates
- 156 service orders completed for the utility office
- 131 turn offs for non-payment
- 0 lock outs for non-payment (3/30 is next lockout date)
- Performed monthly meter reads and replaced 22 bad registers
- 2 leaks repaired (14 repairs pending)
- 0 meters set (0 residential, 0 commercial)
- 32 pending meter sets (22 residential, 10 commercial)
- Monthly water samples taken and passed
- Mowed, weeded, and sprayed (where needed) at water towers and booster stations
- Cleaned and serviced vehicles and equipment

12205 S. Yukon, Glenpool, OK 74033 OFFICE: 918-322-5409 FAX: 918-209-4641

Mayor Joyce Calvert, Ward 3; Vice-Mayor Brandon Kearns, At-Large;

Tim Fox, Ward 1; Chris Brobst, Ward 2; Jacqueline Lund, Ward 4

City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight

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- 3 Open position(s) remains posted for laborer
- One employee still off for an undetermined amount of time due to medical issues

Misc.

- 1 employee attended C-level waste water lab training and passed the DEQ test.

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MINUTES
GUSA Meeting
Monday, March 6, 2023 Council Chambers 6:00 PM

TRUSTEES PRESENT: Joyce Calvert
Brandon Kearns
Tim Fox
Chris Brobst
Jacqueline Triplett-Lund

STAFF PRESENT: David Tillotson
Susan White
Wendy Knight
Jesse Hale
Jim Martin

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 6:25 p.m.
- B) Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Joyce G. Calvert, Chair**
Wendy Knight called the roll, Chair Calvert declared a quorum present.
- C) Departmental Reports**
[2023-02 Water Sewer Report](#)
- D) Trustee Comments**
There were no Trustee comments.
- E) Public Comments**
There were no public comments.
- F) Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the GUSA Board to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by**

request. A motion to adopt the consent Agenda is non-debatable.)

- 1) Minutes from February 6, 2023, and February 21, 2023 meetings.

Moved by Chris Brobst, seconded by Brandon Kearns

To approve the Consent Agenda.

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

CARRIED.

[GUSA - 06 Feb 2023 - Minutes - Html](#)

[GUSA - 21 Feb 2023 - Minutes - Html](#)

G) Consideration and appropriate action relating to items removed from the Consent Agenda

H) Scheduled Business

I) Adjournment

Chair Calvert declared the meeting adjourned at 6:27 p.m.



To: Mayor and Council

From: David Tillotson, City Manager

Date: April 3, 2023

Re: Benefits Renewal for FY22-23

Background:

Two years ago, the Council supported a plan to begin increasing the City's portion of the benefits cost for Health Insurance and GAP Insurance. At that time, the Council voted to increase the City's payment of the cost of Employee Only coverage to the cost of Employee Only coverage plus \$300 for the other three plan types. Additionally, over the past year we have experienced a number of applicants either decline job offerings, or inform us they would not be applying, specifically because of the cost of our insurance coverage for families. As part of our research into our costs, Human Resources found that Glenpool employees pay more for Family Coverage than every other city in the metro that was surveyed. Employees in five of the eight cities pay less for Employee & Child coverage, while six pay less for Employee & Spouse coverage. (See attached study results.) Overall, we are significantly behind where we need to be in order to remain competitive in the municipal marketplace.

Given these findings, and the Council's previously stated support to lower the cost of insurance for employees, staff is recommending we accelerate the cost adjustment plan. We would suggest as part of the changes to the adjustment plan that the Council consider changing the flat dollar rate above the Employee Only rate to a percentage of the total cost for each plan above Employee Only coverage. This would make the employee cost among our plans more equitable.

Our recommendation is that the Council continue to pay 100% of the Employee Only plan and set the City's contribution at 90% of the total cost the Employee & Spouse, Employee & Child, and Family plans. Additionally, we would recommend the Council set the same parameters for the City's GAP plan. The GAP plan works in conjunction with the various health plans to lower the deductible costs of those plans. These two recommendations together would place Glenpool 4th out of the 8 cities surveyed for employee cost of family coverage. Ideally, we would like to get the City's portion of the coverage costs increase to 95%.

I have attached a cost analysis for the Health and GAP plans and estimate the cost for the remainder of this year for all Funds at \$12,813.52. (The cost for this 95% proposal would be \$15,420.70 and would move Glenpool from 4th to 2nd.) I am also recommending the Council amend the budget to use surplus sales tax received to date to fund this increase.

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Staff Recommendation:

- Increase the City's payment coverage for Health and GAP Insurance plans by paying 90% of the cost of those non-Employee Only plans.

Attachments:

- Benefit Comparison Analysis
- Benefit Cost Analysis

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CITY OF GLENPOOL BENEFIT COSTS: 07/01/2022 THROUGH 06/30/2023

MEDICAL(Community Care HMO)				BIXBY			Claremore: Blue Cross & Blue Shield			Coweta			Mannford: Blue Cross & Blue Shield			Owasso: AETNA Standard Plan			Owasso: AETNA Premium Plan			Sand Springs: Community Care IDEA Plus 1 - Buy Up			Sand Springs: Community Care IDEA Plus 3			Sand Springs: Community Care IDEA Plus 6			Broken Arrow		
COVERAGE LEVEL	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost
EE	\$532.89	\$532.89	\$0.00	\$489.49	\$489.49	\$0.00	\$504.42	\$504.42	\$0.00	\$452.81	\$452.81	\$0.00	\$594.65	\$594.65	\$0.00	\$871.00	\$871.00	\$0.00	\$903.00	\$871.00	\$32.00	\$798.96	\$544.76	\$254.20	\$726.34	\$544.76	\$181.58	\$610.88	\$544.76	\$66.12	\$886.17	\$832.99	\$53.18
EE & SP	\$1,119.17	\$832.89	\$286.28	\$1,127.47	\$987.72	\$139.75	\$1,109.66	\$881.68	\$113.99	\$814.28	\$693.80	\$120.48	\$1,189.30	\$1,149.30	\$40.00	\$1,858.00	\$1,813.00	\$45.00	\$1,927.00	\$1,811.00	\$116.00	\$1,589.57	\$1,083.81	\$505.76	\$1,445.09	\$1,083.81	\$361.28	\$1,215.39	\$1,083.81	\$131.58	\$1,935.45	\$1,600.62	\$334.83
EE & CHILD	\$959.84	\$832.89	\$126.95	\$881.66	\$741.91	\$139.75	\$958.37	\$787.37	\$85.50	\$713.76	\$626.78	\$86.98	\$1,189.30	\$1,149.30	\$40.00	\$1,424.00	\$1,379.00	\$45.00	\$1,476.00	\$1,376.00	\$100.00	\$1,218.55	\$830.85	\$387.70	\$1,107.79	\$830.85	\$276.94	\$931.69	\$830.85	\$100.84	\$1,759.95	\$1,455.12	\$304.83
EE & FAM	\$1,599.64	\$832.89	\$766.75	\$1,565.66	\$1,425.91	\$139.75	\$1,563.67	\$1,164.67	\$199.50	\$1,227.79	\$969.47	\$258.32	\$1,783.95	\$1,733.95	\$50.00	\$2,538.00	\$2,408.00	\$130.00	\$2,634.00	\$2,403.00	\$231.00	\$2,047.12	\$1,395.82	\$651.30	\$1,861.08	\$1,395.82	\$465.26	\$1,565.24	\$1,395.82	\$169.42	\$2,199.37	\$1,818.85	\$380.52

DENTAL COVERAGE (Guardian Life)				BIXBY			CLAREMORE			Coweta			Mannford: Blue Cross & Blue Shield			Owasso: Delta Dental of OK		
COVERAGE LEVEL	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost
EE	\$35.88	\$35.88	\$0.00	\$43.20	\$43.20	\$0.00	\$42.04	\$42.04	\$0.00	\$34.00	\$0.00	\$0.00	\$38.84	\$38.84	\$0.00	\$46.00	\$46.00	\$0.00
EE & SP	\$75.19	\$35.88	\$39.31	\$86.34	\$86.34	\$0.00	\$78.51	\$45.95	\$16.28	\$70.00	\$0.00	\$70.00	\$77.68	\$75.68	\$2.00	-	-	-
EE & CHILD	\$77.99	\$35.88	\$42.11	\$99.32	\$99.32	\$0.00	\$98.80	\$47.94	\$25.43	\$86.00	\$0.00	\$86.00	\$95.16	\$93.16	\$2.00	-	-	-
EE & FAM	\$125.09	\$35.88	\$89.21	\$142.48	\$142.48	\$0.00	\$139.53	\$52.49	\$43.52	\$116.00	\$0.00	\$116.00	\$153.42	\$151.42	\$2.00	\$131.00	\$102.00	\$29.00

Sand Springs: MetLife Dental		
Monthly Premium	Monthly City Cost	Monthly Employee Cost
\$29.79	\$29.79	\$0.00
-	-	-
-	-	-
\$88.97	\$29.79	\$59.18

Broken Arrow Dental		
Monthly Premium	Monthly City Cost	Monthly Employee Cost
\$54.54	\$51.27	\$3.27
\$105.50	\$87.24	\$18.26
\$116.04	\$95.96	\$20.08
\$140.61	\$116.30	\$24.31

VISION COVERAGE (Beam)				BIXBY			CLAREMORE			Coweta			Mannford: VSP			Owasso: VSP		
COVERAGE LEVEL	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost
EE	\$6.11	\$6.11	\$0.00	\$7.28	\$0.00	\$7.28	\$10.32	\$0.00	\$5.16	\$8.90	\$0.00	\$8.90	\$12.68	\$12.68	\$0.00	\$2.55	\$2.55	\$0.00
EE & SP	\$12.23	\$6.11	\$6.12	\$19.44	\$0.00	\$19.44	\$19.62	\$0.00	\$9.81	\$14.24	\$0.00	\$14.24	\$20.29	\$18.29	\$2.00	-	-	-
EE & CHILD	\$10.78	\$6.11	\$4.67	\$19.44	\$0.00	\$19.44	\$20.65	\$0.00	\$10.33	\$14.54	\$0.00	\$14.54	\$20.71	\$18.71	\$2.00	-	-	-
EE & FAM	\$16.90	\$6.11	\$10.79	\$19.44	\$0.00	\$19.44	\$30.37	\$0.00	\$15.19	\$23.44	\$0.00	\$23.44	\$33.39	\$31.39	\$2.00	\$3.92	\$3.92	\$0.00

Sand Springs: MetLife Vision		
Monthly Premium	Monthly City Cost	Monthly Employee Cost
\$6.90	\$0.00	\$6.90
\$11.04	\$0.00	\$11.04
\$11.28	\$0.00	\$11.28
\$18.18	\$0.00	\$18.18

Broken Arrow Vision		
Monthly Premium	Monthly City Cost	Monthly Employee Cost
\$16.43	\$0.63	\$15.80
\$23.73	\$0.93	\$22.80
\$25.40	\$1.00	\$24.40
\$40.57	\$1.59	\$38.98

STANDARD LIFE INSURANCE (100% CITY PAID)				BIXBY			CLAREMORE: Dearborn National Life/AD&D			Coweta			Mannford: Mutual of Omaha			Owasso: VOYA Group Term Life		
COVERAGE LEVEL	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium Cost \$20,000.00	Monthly City Cost	Monthly Employee Cost	Monthly Premium Cost \$25,000.00	Monthly City Cost	Monthly Employee Cost	Monthly Premium	Monthly City Cost	Monthly Employee Cost	Monthly Premium Cost \$50,000.00	Monthly City Cost	Monthly Employee Cost	Monthly Premium Cost \$30,000.00	Monthly City Cost	Monthly Employee Cost
EE	\$45.00	\$45.00	\$0.00	\$2.00	\$2.00	-	\$1.10	\$1.10	-	-	\$3.00	-	\$13.50	-	\$2.55	\$2.55	-	-
EE & SP	\$52.70	\$52.70	\$0.00	Varies	-	Varies	Varies	-	Varies	-	-	-	Varies	-	Varies	-	-	Varies
EE & CHILD	\$45.20	\$45.20	\$0.00	Varies	-	Varies	Varies	-	Varies	-	-	-	Varies	-	Varies	-	-	Varies
EE & FAM	\$52.90	\$52.90	\$0.00	Varies	-	Varies	Varies	-	Varies	-	-	-	Varies	-	Varies	\$3.92	\$3.92	Varies
EE 70 >	\$22.50	\$22.50	\$0.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
EE 70 > & SP	\$26.35	\$26.35	\$0.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Sand Springs: MetLife		
Monthly Premium Cost \$150,000.0 0	Monthly City Cost	Monthly Employee Cost
100%	100%	-
-	-	Varies
-	-	Varies
-	-	Varies
-	-	Varies
-	-	-
-	-	-

Broken Arrow Life Insurance 1X annual salary provided by employer		
Monthly Premium Cost	Monthly City Cost	Monthly Employee Cost
Varies	Varies	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

Covered Amounts
\$200,000 on Employee
\$45,000 on Spouse
\$15,000 on each dependent

\$100,000 on Employee 70+
\$22,500 on Spouse 70+

Covered Amounts
\$15,000 on Employee

Covered Amounts
\$30,000 on Employee
\$5,000 Spouse
\$5,000 Dependent

Benefit Cost Analysis

Health Insurance

Current Insurance Costs

	Monthly Cost	City Portion	Employee Portion	Percent City Paid	City Cost Increase
Emp Only	\$ 532.89	\$ 532.89	\$ -	100.00%	
Emp and Spouse	\$ 1,119.17	\$ 832.89	\$ 286.28	74.42%	
Emp and Children	\$ 959.84	\$ 832.89	\$ 126.85	86.77%	
Family	\$ 1,599.64	\$ 832.89	\$ 766.75	52.07%	

90% Proposal

Emp Only	\$ 532.89	\$ 532.89	\$ -	100.00%	\$ -
Emp and Spouse	\$ 1,119.17	\$ 1,007.25	\$ 111.92	90.00%	\$ 174.36
Emp and Children	\$ 959.84	\$ 863.86	\$ 95.98	90.00%	\$ 30.97
Family	\$ 1,599.64	\$ 1,439.68	\$ 159.96	90.00%	\$ 606.79

GAP Insurance

Current Insurance Costs

	Monthly Cost	City Portion	Employee Portion	Percent City Paid	City Cost Increase
Emp Only	\$ 76.52	\$ 76.52	\$ -	100.00%	
Emp and Spouse	\$ 153.03	\$ 76.52	\$ 76.51	50.00%	
Emp and Children	\$ 155.44	\$ 76.52	\$ 78.92	49.23%	
Family	\$ 231.97	\$ 76.52	\$ 155.45	32.99%	
Emp Only, 55+	\$ 114.77	\$ 114.77	\$ -	100.00%	
Emp and Spouse, 55+	\$ 229.54	\$ 114.77	\$ 114.77	50.00%	
Emp and Children, 55+	\$ 193.70	\$ 114.77	\$ 78.93	59.25%	
Family, 55+	\$ 308.47	\$ 114.77	\$ 193.70	37.21%	

90% Proposal

Emp Only	\$ 76.52	\$ 76.52	\$ -	100.00%	\$ -
Emp and Spouse	\$ 153.03	\$ 137.73	\$ 15.30	90.00%	\$ 61.21
Emp and Children	\$ 155.44	\$ 139.90	\$ 15.54	90.00%	\$ 63.38
Family	\$ 231.97	\$ 208.77	\$ 23.20	90.00%	\$ 132.25
Emp Only, 55+	\$ 114.77	\$ 114.77	\$ -	100.00%	\$ -
Emp and Spouse, 55+	\$ 229.54	\$ 206.59	\$ 22.95	90.00%	\$ 91.82
Emp and Children, 55+	\$ 193.70	\$ 174.33	\$ 19.37	90.00%	\$ 59.56
Family, 55+	\$ 308.47	\$ 277.62	\$ 30.85	90.00%	\$ 162.85

Cost Per Fund

	Monthly	Remaining FY
General Fund	\$ 4,776.95	\$ 9,553.91
GUSA	\$ -	\$ -
GIA	\$ -	\$ -
Hotel/Motel	\$ 769.64	\$ 1,539.28
MGF	\$ 860.17	\$ 1,720.33