



**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 May 2, 2022 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

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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, MAY 2, 2022.**

AGENDA

	Page
A) Call to Order - Joyce G. Calvert, Chair	
B) Roll Call, Declaration of Quorum – Wendy Knight, Secretary; Joyce G. Calvert, Chair	
C) Public Works Director Report - Rick Rumsey	
1) April 2022 Monthly Report	3 - 4
D) Trustee Comments	
E) Public Comments	
F) Scheduled Business	
1) Discussion and possible action to approve, deny, or amend the minutes from April 4, 2022 meeting.	5 - 8

(Wendy Knight, Secretary)

[GUSA - 04 Apr 2022 - Minutes - Html](#)

G) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on April 29, 2022, by 4:00 pm.

Signed: Wendy Knight

Secretary

April 26, 2021

TO: Honorable Chairman and Trustees, Glenpool Utility Service Authority

FROM: Rick Rumsey, Interim Public Works Director

SUBJECT: April 2022 Public Works Monthly Report

The following report contains details of all work completed including still in-progress projects being done by the Public Works Department for the month of April 2022.

STREETS AND PARKS:

- Pick up trash and empty trashcans daily at all City Parks
- Replaced stolen dug out benches (3) at Morris Park
- Working with OG&E to upgrade park lights at Morris Park with LED lighting
- Ongoing mowing and weed eating parks and other areas
- Completed street project at 138th St. And Nyssa
- Repaired walking trail at Black Gold Park where hole had developed
- Sprayed fence lines at Morris Park and Public Safety complex
- Repaired sink area in street on East 132 Place
- Storm drain repairs on East 136th, Poplar Street and 132nd Place
- Ongoing work on storm water system at 145th and Kendalwood Blvd.
- Ongoing cleaning of storm drains
- Responded to damaged school zone flashing sign southbound on Elwood near elementary school
- Repaired stop sign on 150th Street
- Cleaning and maintenance of equipment

WASTEWATER TREATMENT PLANT AND LIFT STATIONS:

- Daily testing performed
- Daily readings performed
- Daily flow monitoring performed
- Daily meter calibrations performed
- Pulled Biological Oxygen Demand and Total Suspended Solids samples each week to deliver to Green Country Testing
- Perform daily test as requested by ODEQ
- Pumping back lagoon contents daily to allow more retention and treatment time
- ODEQ performed annual onsite inspection

WATER AND SEWER:

- 399 utility locates
- 174 Service Orders completed for the Utility Office
- 135 turn-offs for non-payment
- Performed monthly meter reads and replaced 38 bad registers
- 10 Bac-T water samples tested (all passed)
- 4 leak repairs completed
- 3 leak repairs outstanding
- 2 new meters set (1 residential, 1 commercial)
- 5 yards repaired due to leak repairs
- 5 sewer back-ups reported (2 on city side, 3 on customer side)
- Sewer line repair at Frankoma Pottery completed
- Sewer line repair Glen Hills completed
- Lift station maintenance including adding degreaser and odor control products
- Repairing airline leak at treatment plant
- Added new bugs and chemical treatment at plant
- Adding root killer to problem areas in sewer lines
- Routine maintenance on vehicles and equipment



MINUTES
GUSA Meeting
Monday, April 4, 2022 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
Frank Ordaz
Bart Harris

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 6:38 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) Public Works Director Report - Rick Rumsey**
David Tillotson, City Manager, gave the following update regarding the sewer plant: Met with ODEQ onsite last week - they did a full walk-through of the facility, and did not find any significant problems that they thought were contributing to odor. Staff has been touring the lift stations, walked many of our pipelines, checking manholes and flow levels across the city. ODEQ will be back out tomorrow morning with the engineer that helped design the sewer plant, going back over everything again. Part of the issue is, the smell seems to come and go. We have not ruled out that it's not the plant at this point, but we are still researching. We have verified with Tulsa, that they have not done any land applications.

[March 2022 Monthly Report](#)

D) Trustee Comments

There were no Trustee comments.

E) Public Comments

There were no public comments.

F) Scheduled Business

- 1) Discussion and possible action to approve, deny, or amend the minutes from March 7, 2022 meeting.
(Wendy Knight, Secretary)

Moved by Chris Brobst, seconded by Tim Fox

To approve the minutes as presented.

	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 - 07 Mar 2022 - Minutes - Html](#)

- 2) Discussion and possible action to ratify action taken by the Glenpool City Council to approve Ordinance No. 800, an Ordinance amending the Employee Retirement System Defined Contribution Plan for the City of Glenpool, Glenpool Utility Service Authority, and Glenpool Industrial Authority.
(David Tillotson, City Manager)

Mr. Tillotson recommended the Board ratify action taken by the Glenpool City Council to approve Ordinance No. 800, an Ordinance amending the Employee Retirement System Defined Contribution Plan for the City of Glenpool, Glenpool Utility Service Authority, and Glenpool Industrial Authority.

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To ratify action taken by the Glenpool City Council to approve Ordinance No. 800, an Ordinance amending the Employee Retirement System Defined Contribution Plan for the City of Glenpool, Glenpool Utility

Service Authority, and Glenpool Industrial Authority.

	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.

[Ordinance No. 800](#)

- 3) Discussion, and possible action to approve, deny or amend an Engagement Letter from Hinkle & Company, CPA to conduct the fiscal year ending June 30, 2022 Annual Audit.
(Frank Ordaz, Finance Director)

Mr. Ordaz recommended Board approval of an Engagement Letter from Hinkle & Company, CPA to conduct the fiscal year ending June 30, 2022 Annual Audit.

Moved by Chris Brobst, seconded by Brandon Kearns

To approve an Engagement Letter from Hinkle & Company, CPA to conduct the fiscal year ending June 30, 2022 Annual Audit.

	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.

[Staff Report - Audit Engagement for FYE June 30 2022 with Hinkle Company GUSA](#)
[CIT1050 City of Glenpool Engagement Letter Issued March 11 2022](#)

G) Adjournment

Chair Calvert declared the meeting adjourned at 6:51 p.m.

GUSA
April 4, 2022