



**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 July 5, 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, JULY 5, 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) Departmental Reports	
1) Public Works Report	3
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 June 6, 2022, and June 20, 2022 meetings.

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[GUSA - 06 Jun 2022 - Minutes - Html](#)

[GUSA - 20 Jun 2022 - Minutes - Html](#)

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

H) **Scheduled Business**

I) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on July 1, 2022, by 4:00 pm.

Signed: Wendy Knight

Secretary



To: Honorable Chairman and Trustees, Glenpool Utility Service Authority

From: Rick Rumsey, Interim Public Works Director

Subject: June 2022 Water, Sewer and Wastewater Treatment Plant Report

The following report contains details of all work completed including still in-progress projects

Wastewater Treatment Plant and Lift Stations:

- Daily test performed
- Daily readings performed
- Daily flow monitoring performed
- Daily meter calibrations performed
- Pulled biological oxygen demand and total suspended solids samples weekly to deliver to Green Country Testing
- Daily addition of chemicals to lagoon
- Removed all vegetation present in lagoon
- Weed eating at lift stations
- Lift Station inspections

Water and Sewer:

- 371 Utility locates
- 200 service orders completed for the utility office
- 114 turn offs for non-payment
- Performed monthly meter reads and replaced 31 bad registers
- 3 water leak repairs
- Replaced 3 meter shut off valves
- Monthly water samples taken (all passed)
- 10 new meter taps done
- Jeremy and David attended training class for license renewal hours
- New radio's installed for scada system
- Exercised and repaired as needed mainline water valves
- Repaired waterline at ambulance facility
- Replaced broken or damaged meter boxes and lids when located
- Routine maintenance on 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

www.glenpoolonline.com



MINUTES
GUSA Meeting
Monday, June 6, 2022 Council Chambers 6:00 PM

TRUSTEES PRESENT: Joyce Calvert
Brandon Kearns
Tim Fox
Chris Brobst

TRUSTEES ABSENT: Jacqueline Triplett-Lund

STAFF PRESENT: David Tillotson
Susan White
Wendy Knight
Frank Ordaz
Gerald Gilbert
Jim Martin

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 6:54 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**
[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 May 2, 2022, and May 16, 2022 meetings.
(Wendy Knight, Secretary)

Moved by Tim Fox, seconded by Chris Brobst

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
	4	0	0	1

CARRIED.

[GUSA - 02 May 2022 - Minutes - Html](#)

[GUSA - 16 May 2022 - Minutes - Html](#)

- 2) Discussion and possible action to accept a General Utility Easement Dedication from BCF Investments LLC, to support the installation of a public waterline used for fire protection purposes within the second phase of Cotton Creek Mini Storage located at 2155 W 181st Street. (Gerald Gilbert, Development Services Director)

Mr. Gilbert presented and recommended Board acceptance of a General Utility Easement Dedication from BCF Investments LLC, to support the installation of a public waterline used for fire protection purposes within the second phase of Cotton Creek Mini Storage located at 2155 W 181st Street.

Moved by Brandon Kearns, seconded by Chris Brobst

To accept a General Utility Easement Dedication from BCF Investments LLC, to support the installation of a public waterline used for fire protection purposes within the second phase of Cotton Creek Mini Storage located at 2155 W 181st Street.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund				x
	4	0	0	1

CARRIED.

Final COTTON CREEK MINI STORAGE GENERAL UTILITY
EASEMENT ACCEPTANCE - JUNE 6 2022

- 3) Discussion and possible action to ratify, or refuse to ratify, action taken by the Glenpool City Council to adopt Resolution No. 2022002, as it pertains to the Fiscal Year 2022-2023 Annual Budget of the Glenpool Utility Services Authority.
(Frank Ordaz, Finance Director)

Mr. Ordaz recommended the Board ratify action taken by the Glenpool City Council to adopt Resolution No. 2022002, as it pertains to the Fiscal Year 2022-2023 Annual Budget of the Glenpool Utility Services Authority.

Moved by Brandon Kearns, seconded by Chris Brobst

To ratify action taken by the Glenpool City Council to adopt Resolution No. 2022002, as it pertains to the Fiscal Year 2022-2023 Annual Budget of the Glenpool Utility Services Authority.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund				x
	4	0	0	1

CARRIED.

RESOLUTION NO. 2022002

- 4) Discussion and possible action to approve or deny FY22-23 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group.
(Wendy Knight, City Clerk)

Ms. Knight recommended Board approval of FY22-23 Property, General Liability and Workers Compensation insurance renewals from Oklahoma Municipal Assurance Group.

Moved by Tim Fox, seconded by Brandon Kearns

To approve FY22-23 Property, General Liability and Workers

Compensation insurance renewals from Oklahoma Municipal Assurance Group.

	For	Against	Abstained	Absent
Joyce Calvert	x			
Brandon Kearns	x			
Tim Fox	x			
Chris Brobst	x			
Jacqueline Triplett-Lund				x
	4	0	0	1

CARRIED.

[Staff report OMAG renewal](#)
[OMAG Renewal](#)

G) Adjournment

Chair Calvert declared the meeting adjourned at 7:04 p.m.



MINUTES
GUSA Special Meeting
Monday, June 20, 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
Jim Martin

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 7:09 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) Trustee Comments**
Vice-Chair Kearns asked for a status update regarding the lights and electricity at Morris Park.
Rick Rumsey advised that the work is scheduled to be done tomorrow.
- D) Public Comments**
There were no public comments.
- E) Scheduled Business**
- 1) Discussion and possible action to ratify, or refuse to ratify, action taken by the Glenpool City Council to adopt Joint Resolution No. 2022003 of the City of Glenpool and the Glenpool Utility Services Authority, Resolution Authorizing The City Of Glenpool And The Glenpool Utility

Services Authority To Renew That Certain Security Agreement By And Between The City Of Glenpool And The Glenpool Utility Services Authority With Respect To The Issuance Of The Glenpool Utility Services Authority Utility System Revenue Bonds, \$40,720,000.00 Taxable Refunding Series 2019, Dated As Of September 1, 2019.
(Frank Ordaz, Treasurer)

Moved by Chris Brobst, seconded by Brandon Kearns

To ratify action taken by the Glenpool City Council to adopt Joint Resolution No. 2022003 of the City of Glenpool and the Glenpool Utility Services Authority, Resolution Authorizing The City Of Glenpool And The Glenpool Utility Services Authority To Renew That Certain Security Agreement By And Between The City Of Glenpool And The Glenpool Utility Services Authority With Respect To The Issuance Of The Glenpool Utility Services Authority Utility System Revenue Bonds, \$40,720,000.00 Taxable Refunding Series 2019, Dated As Of September 1, 2019.

	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 memo re 2019 security agreement renewal 2010-2011 bonds](#)
[2022 RESOLUTION for Renewal of 2019 Security Agreement](#)
[Security Agreement 090119](#)

- 2) Discussion and possible action to approve or deny a quote from Mark Allen Chevrolet for the purchase of 2022 Chevrolet ½ ton 4WD Pickup at a cost not to exceed \$42,700.00, to be funded from the approved FY 21/22 Water and Sewer Capital Budget Account No. 02-6-16-6350: Vehicles
(Rick Rumsey, Public Works Director)

Moved by Jacqueline Triplett-Lund, seconded by Brandon Kearns

To approve a quote from Mark Allen Chevrolet for the purchase of 2022 Chevrolet ½ ton 4WD Pickup at a cost not to exceed \$42,700.00, to be funded from the approved FY 21/22 Water and Sewer Capital Budget

Account No. 02-6-16-6350: Vehicles.

	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.

[Final Staff Report - PW Vehicle Purchase](#)

- 3) Discussion and possible action to provide direction to staff regarding possible service of utilities outside the city limits of the City of Glenpool. (David Tillotson, City Manager)

Mr. Tillotson presented possible service of utilities outside the city limits of the City of Glenpool.

Moved by Jacqueline Triplett-Lund, seconded by Chris Brobst

To give staff permission to have conversations with developers and the City of Jenks regarding possible service of utilities outside the city limits of the City of Glenpool.

	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.

F) Adjournment

Chair Calvert declared the meeting adjourned at 7:36 p.m.