

**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 Tuesday, September 4, 2018, 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 - Wes Richter	
1) Public Works Report September 2018	2 - 3
D) Scheduled Business	
1) Discussion and possible action to approve minutes from August 6, 2018 meeting. (Wendy Knight, Secretary) GUSA - 06 Aug 2018 - Minutes - Html	4 - 7
2) Discussion and possible action to enter into Executive Session for the purpose of discussing confidential communications between the GUSA Board and the City Attorney concerning a pending investigation with respect to compliance of the parties with the terms and conditions of that certain Agreement of Compromise, Settlement and Release, with an effective date of May 15, 2015, which facilitated dismissal of the federal action captioned Rural Water District No. 2, Creek County, Oklahoma v. City of Glenpool and the Glenpool Utility Services Authority, U.S. District Court for the Northern District of Oklahoma, Case No. 11-CV-441-JHP-FHM, as to which the GUSA Board, with the advice of the City Attorney, has determined that disclosure will seriously impair the ability of the GUSA Board to process such pending investigation, pursuant to § 307(B)(4) (Open Meeting Act). (Lowell Peterson, City Attorney)	
3) Discussion and possible action to reconvene in Regular Session. (Timothy Fox, Chairman)	

E) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on August 31, 2018 at 5:00 pm.

Signed: Wendy Knight

Secretary



Public Works Director's Report

September 4th, 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 Discharge Monitoring Report (DMR) to ODEQ.
- 2 sewer backups were reported last month they were all on the customers side.
- We received the results for our lab certification and we are still certified.
- Toby Harden from ODEQ was at the Plant on 8-30 to conduct the annual CEI inspection of the Plant and it went very well there was some vegetation on the lagoon which he stated is normal and gives them something to right down on the report.

Water Distribution:

- Meter reading started on August 2nd and ended on August 3rd.
- Rereads for August were 7.
- There were 7 meters that had no read due to either damaged or blank screens.
- There were 4 dead meters that the computer alerted us to and when Jeremy checked them out there were some rocks that had jammed the inter component of the meters he back flushed them and removed the rocks and the meters are back working like they should.
- 247 Service orders, 24 Blue tags were issued by the water billing department
- 2 new service taps and 5 leaks were repaired
- 183 Line locates were issued by call okie which brings the total for 2018 to 1737
- There were 138 turned off for none payment of which 32 had not paid to be turned back by August 30th and were locked up.

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**Mayor Tim Fox, Vice-Mayor Momodou Ceesay, Councilors: Patricia Agee, Brandon Kearns, and Jacqueline Lund
City Manager David Tillotson, Assistant City Manager Susan White, City Clerk Wendy Knight**

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Parks and Streets:

- The crews are still mainly mowing and trimming a couple of the guys will stop mowing to take care of any work orders that are called in and once complete go back to mowing and trimming. They will stop and assist on cut off day if needed.
- Street right of ways: 40 acres
- Parks: 115 acres
- Detention ponds: 15 acres
- Misc: 30 acres (Soccer Complex, WWTP, Outfall, Lift Stations etc....)
- Total Acres Mowed: 200 acres
- Except for the detention ponds and a few street right of ways the rest are mowed with 4 zero turn mowers on a weekly basis during growing season.
- The crews also make morning rounds to Black Gold Park to empty trash cans and pick up the park.
- The playground equipment in all city parks gets checked weekly for graffiti and for any repairs that may need taken care of.
- While waiting on the grass to dry after the big storms we had the crews took care of a list of low tree limbs hanging over the streets by going through and cutting them back.
- The crews also installed the new cross walk signs along 141st from Hwy 75 to Elwood.

MINUTES
GUSA REGULAR MEETING
Monday, August 6, 2018 Council Chambers 6:00 PM

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

STAFF PRESENT: David Tillotson
Susan White
Lowell Peterson
Wendy Knight
Lynn Burrow
Wes Richter
Dennis Waller

STAFF ABSENT: John Gonsalves

A Call to Order - Timothy Lee Fox, Chairman

Chairman Fox called the meeting to order at 8:10 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 was present.

C Public Works Director Report - Wes Richter

Mr. Richter reported on August 2018 activities in the Public Works departments.

D Scheduled Business

- 1) Discussion and possible action to approve minutes from July 2, 2018, and July 16, 2018 meetings.
(Wendy Knight, Secretary)

Moved by Momodou Ceesay, seconded by Trish Agee

That the minutes should be approved as presented.

Trustee Lund voted "yes" on July 2nd minutes, and "abstained" on July

16th minutes.

Trustee Kerns "abstained" on July 2nd minutes, and voted "yes" on July 16th minutes.

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

CARRIED.

- 2) Discussion and possible action to approve the base Contract Agreement with MSB Construction, Inc. in an amount not to exceed \$1,069,670.00; and Change Order #1, a total net project cost reduction of \$193,505.00 for the Speedy's Sanitary Sewer Lift Station Rehab Project.
(Lynn Burrow, Community Development Director)

Mr. Burrow recommended Board approval of the base Contract Agreement with MSB Construction, Inc. and Change Order #1, for the Speedy's Sanitary Sewer Lift Station Rehab Project. Mr. Burrow presented the Bid Tabulation, Contract Agreement, and Change Order #1.

Moved by Momodou Ceesay, seconded by Trish Agee

To approve the base Contract Agreement with MSB Construction, Inc. in an amount not to exceed \$1,069,670.00; and Change Order #1, a total net project cost reduction of \$193,505.00 for the Speedy's Sanitary Sewer Lift Station Rehab Project.

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

CARRIED.

- 3) Discussion and possible action to approve the proposal from BEYTCO, Inc. in an amount not to exceed \$49,850.00 for the Fern Sanitary Sewer Lift Station Rehab Project.
(Lynn Burrow, Community Development Director)

Mr. Burrow recommended Board approval of the proposal from BEYTCO, Inc. for the Fern Sanitary Sewer Lift Station Rehab Project, located at 133rd Court and Fern Ave. Mr. Burrow said the listed scope of work, will renew the entire facility, and will extend the service life of the lift station for at least another 15-20 years.

Moved by Brandon Kearns, seconded by Jacqueline Triplett-Lund

To approve the proposal from BEYTCO, Inc. in an amount not to exceed \$49,850.00 for the Fern Sanitary Sewer Lift Station Rehab Project.

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

CARRIED.

- 4) Discussion and possible action to purchase Kubota ZD1511-72 mowing equipment from Stewart/Martin Equipment Company for a total cost not to exceed \$16,987.14 to be paid from FY 2018/2019 Budget account No. 50-6-14-6333.
(Lynn Burrow, Community Development Director)

Mr. Burrow recommended Board approval to purchase Kubota ZD1511-72 mowing equipment from Stewart/Martin Equipment Company, who was the low bidder on the State of Oklahoma's Bidder List. Mr. Burrow said this equipment will be used as a replacement unit specifically for mowing the playing fields at Glenpool Soccer Complex, and around the lagoon at the wastewater treatment plant.

Moved by Jacqueline Triplett-Lund, seconded by Momodou Ceesay

To approve purchase of Kubota ZD1511-72 mowing equipment from

GUSA
August 6, 2018

Stewart/Martin Equipment Company for a total cost not to exceed \$16,987.14 to be paid from FY 2018/2019 Budget account No. 50-6-14-6333.

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

CARRIED.

E Adjournment

There being no further business, the Chairman declared the meeting adjourned at 8:30 p.m.