

**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, October 2, 2017, 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 Oct 2017	2
D) Scheduled Business	
1) Discussion and possible action to approve minutes from September 5, and September 18, 2017 meetings. (Susan White, Secretary) GUSA MIN 090517 GUSA MIN 091817SPC	3 - 5

E) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, _____ at _____ am/pm.

Signed:

City Clerk



Public Works Director's Report

October 2, 2017

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.
- 3 sewer backups were reported on city side.

Water Distribution:

- Meter reading started on September 7th.
- Meter reading was completed on September 7th.
- Total rereads for September 13.
- 212 Service Orders, 12 Blue tags and 35 water meter data logs were issued by the water billing dept.
- 7 New construction meters were set.
- 294 Line locates were issued by call Okie.
- There were 158 turn offs.
- All meters have been changed out per the contract with RG3. We are just finalizing the install numbers as well as the number of boxes that were either raised or replaced so that the project can then be signed off as complete and closed.

MINUTES
GLENPOOL UTILITY SERVICES AUTHORITY
REGULAR SESSION
September 5, 2017

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

Staff present: Julie Casteen, Trust Treasurer and Wes Richter, Director of Public Works. Lowell Peterson, Trust Attorney and Susan White, Trust Secretary were absent.

- A) **Chairman Fox called the meeting to order at 7:14 p.m.**
- B) **Julie Casteen, Deputy 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 August 7, 2017 meeting.**
MOTION: Trustee Kearns moved, second by Trustee Lund to approve minutes as presented.
FOR: Trustee Lund; Vice-Chairman Ceesay; Chairman Fox; Trustee Kearns
AGAINST: None
ABSENT: Trustee Agee
Motion carried.
- E) **Adjournment.**
- There being no further business, Chairman Fox declared the meeting adjourned at 7:19 p.m.

Date

Chairman

ATTEST:

Secretary

**MINUTES
GLENPOOL UTILITY SERVICES AUTHORITY
SPECIAL SESSION
SEPTEMBER 18, 2017**

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

Staff present: Lowell Peterson, Trust Attorney; Susan White, Trust Secretary; and Julie Casteen, Trust Treasurer.

A) Chairman Fox called the meeting to order at 6:02 p.m.

The Special Session of GUSA was called to order to run concurrent with the City Council Meeting.

B) Susan White, Secretary called the roll and Chairman Fox declared a quorum present.

C) Scheduled Business:

- 1) Discussion and possible action to enter concurrently and jointly with the City Council into Executive Session to discuss the employment and hiring of a City Manager, including one or more specific candidates for the position of City Manager and terms of employment for City Manager position, pursuant to Title 25, Section 307(B)(1) of the Oklahoma Statutes (Open Meeting Act).**

MOTION: Trustee Agee moved, second by Trustee Lund to enter concurrently and jointly with the Glenpool City Council into Executive Session for purpose state above.

FOR: Trustee Lund; Vice Chairman Ceesay; Chairman Fox; Trustee Agee

AGAINST: None

ABSENT: Trustee Kearns

Motion carried.

Trustees/Councilors exited to Executive Session Chambers at 6:56 p.m.

- 2) Discussion and possible action to reconvene in Joint Session with the City Council.**

MOTION: Trustee Agee moved, second by Trustee Lund to reconvene in Joint Session with City Council at 8:19 p.m.

FOR: Vice Chairman Ceesay; Chairman Fox; Trustee Agee; Trustee Lund

AGAINST: None

ABSENT: Trustee Kearns

Motion carried.

- 3) Discussion and possible action to approve a City Manager Employment Contract to commence on this date as the effective date and to continue in effect through June 30, 2020, between and among the City of Glenpool, the Glenpool Utility Services Authority and the candidate named therein as Employee, subject to all terms and conditions of such Contract.**

MOTION: Vice Chairman Ceesay moved, second by Trustee Lund to approve a City Manager Employment Contract as presented.

FOR: Chairman Fox; Trustee Lund; Vice Chairman Ceesay

AGAINST: Trustee Agee

ABSENT: Trustee Kearns

Motion carried.

D) Adjournment.

- There being no further business, Chairman Fox declared the meeting adjourned at 8:22 p.m.

Date

Chairman

ATTEST:

Secretary