



**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 December 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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Find your local number: <https://us02web.zoom.us/j/89753555435?pwd=QzdFVjA1b0lKa1lSUFlKbUNrUUxtdz09>

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, DECEMBER 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) 2022-10 Water Sewer Waste 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 November 7, 2022 meeting.

5 - 7

[GUSA - 07 Nov 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 December 2, 2022, by 11:00 am.

Signed: Wendy Knight

Secretary



To: Honorable Chairman and Trustees, Glenpool Utility Service Authority

From: Jesse Hale, Public Works Director

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

The following details of all work completed and in progress projects as of October 31st, 2022

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 Station inspected
- Vehicle and equipment maintenance performed
- Grinder Motor is down and heading to the shop for repair. Bar Screen in use until fixed
- Effluent Motor #3 is down. Distributors are actively looking for parts to repair.

Water and Sewer:

- 377 Utility locates
- 191 service orders completed for the utility office
 - o September's report reported 181 service orders from the utility office. The final total for the month of September was 215. This was due to the report being filed before the end of the month.
- 147 turn offs for non-payment (October 25)
- Performed monthly meter reads and replaced 24 bad registers
- 3 meter re-read
- 5 leaks repaired (7 pending)
- 10 meters set (38 pending)
- Monthly water samples taken and passed
- Two employees sent to OMAG Sewer Expo for training and renewal hours
- Two trash pumps repaired (2" and 4")

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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- Flow testing at Eden South was successful but found the line to be blocked at some point along the line. Further investigations are pending.
 - During flow testing of Eden South, a pipe burst. Contractor was called and the lift station is back up and running.
 - Mowed, weeded, and sprayed (where needed) at water towers and booster stations
 - Cleaned and serviced vehicles and equipment
 - Leveled and sodded all leak repair job sites
 - Jetrodded 1 possible sewer backup(s), city line(s) was clear
 - One new employee started. Equipment Operator
 - Open position(s) remains posted for laborer

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**MINUTES
GUSA Meeting**

Monday, November 7, 2022 Council Chambers 6:00 PM

TRUSTEES PRESENT: Joyce Calvert
Brandon Kearns
Chris Brobst

TRUSTEES ABSENT: Tim Fox
Jacqueline Triplett-Lund

STAFF PRESENT: David Tillotson
Susan White
Wendy Knight
Gerald Gilbert
David Agbetunsin
Sarah Cage
Jesse Hale
Lesli Smith
Joe Wuest
Robert Glasby

- A) Call to Order - Joyce G. Calvert, Chair**
Chair Calvert called the meeting to order at 7:01 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**
[2022-10 Water Sewer Waste 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 October 3, 2022 meeting.
[GUSA - 03 Oct 2022 - Minutes - Html](#)
- 2) Approval of Resolution 2022009 Authorizing Application for the American Rescue Plan Act (ARPA) Grant from the Oklahoma Water Resources Board in the amount of \$2,000,000 with a required match from the City's ARPA funds of \$2,399,280.
[Staff Report - ARPA Grant Resolution \(003\)](#)
- 3) 2023 Meeting Schedule.
[2023 Meeting Schedule](#)
- 4) Receipt and acceptance of FY21-22 Independent Accountant's Report on Applying Agreed-Upon Procedures as required by the Settlement Agreement between the City of Glenpool, Glenpool Utility Services Authority, and Creek County Rural Water District No. 2.
[Annual Audit of Compliance with Agreement of Settlement](#)
- 5) Approval of Bancfirst Letter of Credit in the amount of \$26,074.08, as required by the Settlement Agreement between the City of Glenpool, Glenpool Utility Services Authority, and Creek County Rural Water District No. 2, and authorizing the City Manager to sign the required documents.
[Staff Report - CCRWD2 Letter of Credit](#)
- 6) Acknowledge Receipt of ODEQ Construction Permit No. SL000072220619
[STAFF REPORT GUSA - RECEIPT OF PERMIT.docx](#)
- 7) Surplus public works vehicles and approving, pursuant to City Code 2-2-6.B.4, waiving the requirement for soliciting competitive bidding.

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-				x

Lund				
	3	0	0	2

CARRIED.

[2022-11-07 Surplus Action](#)

- 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 7:05 p.m.