

Notice and Agenda for Regular Board Meeting
Stilwell Area Development Authority
925 West Hickory, Stilwell, OK 74960
Tuesday, January 13, 2026
5:00 P.M.

I. Call Meeting to Order

II. Consent Agenda

These items are placed on the Consent Agenda so that members of the Stilwell Area Development Authority (“SADA”) board, by unanimous consent, can designate routine items to be approved by one motion. Any item proposed on the Consent Agenda not meeting with the approval of all SADA board members will be removed and heard of as part of the Regular Agenda.

- a. Approval of Regular Meeting Minutes: December 9, 2025
- b. Approval of Payment of Purchase Order Invoices for the Month of December 2025: \$947,828.81

III. Regular Agenda

- 1. Discussion and possible action to approve, approve with modifications, or deny any item removed from the Consent Agenda.
- 2. Construction projects update.
- 3. Discussion and possible action to approve, approve with modifications, or deny Pay Application #22 from Walters-Morgan in the amount of \$276,727.64.
- 4. Discussion and possible action to approve, approve with modifications, or deny modifying compensation and/or agreement with independent contractor James Hembree for services as a Construction Inspector.
- 5. Discussion and possible action to acknowledge receipt of November 2025 Financial Reports.
- 6. Discussion and possible action to approve, approve with modifications, or deny an annual agreement with TimeClock Plus, LLC, to furnish software for timekeeping and payroll purposes in the amount of \$4,400.00.
- 7. Discussion and possible action to approve, approve with modifications, or deny opening of a new Short Lived Asset account with Carson Community Bank, permitting an annual deposit of \$69,333.00 in compliance with the loan terms set forth in a promissory note dated June 30, 2021, with the United States Department of Agriculture in reference to Resolution #06-04-2018 executed by Stilwell City Council on June 4, 2018.
- 8. Discussion and possible action to approve, approve with modifications, or deny purchase of certificate of deposit in the amount of \$250,000.00 with Carson Community Bank.
- 9. Discussion and possible action to approve, approve with modifications or deny, removing OWRB funding contingency related to awarding bid in the amount of \$370,000.00 for engineering services to Holloway, Updike, and Bellen related to work required by DEQ Consent Order Case No. 23-196 at the Wastewater Treatment Facility or proceed with solicitation of bids from qualified engineering firms to perform previously referenced work.

10. Status report by Brad Doublehead.

IV. New Business

Consideration, discussion, and possible approval regarding any matter not known about or which could not have been reasonably foreseen prior to the time of posting. 25 O.S. §311(A)(10).

V. Adjournment

Posted: 11:00 A.M. January 9, 2026
925 West Hickory-Utility Office
20 South First-City Hall
SADA Board Chairman, Vice-Chairman, Secretary, or General Manager



