

AMENDED
Notice of Board Meeting
Regular Meeting
Stilwell Utility Department
925 West Hickory, Stilwell, Oklahoma
VIA Zoom App ID: 479 709 7822
Tuesday, August 13, 2024
5:00 P.M.

I. Call Meeting to Order

The agenda for this meeting of the Stilwell Utility Department is identical to the Agenda for Stilwell Area Development Authority. Consideration will be given to combining the agendas for both meetings, and conducting the meetings for both, jointly.

II. Consent Agenda

These items are placed on the Consent Agenda so that members of the Stilwell Utility Department/Stilwell Area Development Authority ("SUD/SAD"), 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 SUD/SADA members will be removed and heard in as part of the Regular Agenda.

- a. Approval to combine SUD/SADA Agendas and jointly conduct the meetings for both entities at the same time.
- b. Approval of Regular Meeting Minutes: July 10, 2024
- c. Approval of Payment of Purchase Order Invoices for the Month of July 2024: \$1,369,385.30
- d. Financial Reports for the Month of June 2024

III. Regular Agenda

- 1. Discussion and possible action to approve, approve with modification, or deny any item removed from the Consent Agenda.
- 2. Discussion and possible action regarding rate study; presentation by Dawn Lund with UFS.
- 3. Review, discussion, and directions to staff regarding compliance with directives contained in letter date July 29, 2024, from the Office of the Attorney General, State of Oklahoma, a copy of which is attached.
- 4. Construction projects update.
- 5. Discussion and possible action to approve, approve with modifications, or deny Pay Application #5 from Walters-Morgan in the amount of \$1,218,718.81, a copy of which is attached.
- 6. Discussion and possible action to approve, approve with modifications, or deny Pay Application #2 from Cook Consulting LLC in the amount of \$218,075.95, a copy of which is attached.

7. Discussion and possible action to declare, declare with modifications, or deny declaring New Holland LB90B Backhoe Serial #031054219 and New Holland B95B Backhoe Serial #N9C521534 surplus with the option to trade in and purchase a New Holland C337 Track Loader from Bruner's Equipment, a copy of which is attached.
8. Discussion, and possible action to approve, approve with modifications, or deny adding Quality Telecom as a Annual vendor.
9. Discussion, and possible action to approve, approve with modifications, or deny Unifirst contract for a period of 3 years (36 months), a copy of which is attached.
10. Discussion and possible action to make changes to the Utility Line Extension policy, a copy of which is attached.
11. Discussion and possible action to make changes to the Investment of Funds policy, a copy of which is attached.
12. Discussion and possible action to approve, approve with modifications, or deny the purchase of a used Fecon VMX36 Forestry Mulcher attachment with a 36" cutting width and approximately 150 hours that fits a 5-10 ton Class Excavator, in an amount not to exceed \$13,000.00, a copy of which is attached.
13. Discussion with possible decision to engage Holloway, Updike & Bellen to review engineer's plans and specifications and draft permit application to the Oklahoma Department of Environmental Quality for the construction of a wastewater pretreatment facility located near the Schwan manufacturing facility.
14. Discussion with possible decision to approve, approve with modifications or deny Stilwell Area Development Authority's third party benefits provided for in a Lease Agreement between the City of Stilwell and SFC Global Supply Chain, Inc. for the operation and maintenance of the proposed wastewater pretreatment facility and/or otherwise approve said Lease Agreement, a copy of the agreement is attached.
15. Discussion with possible action to approve, approve with modifications, or deny job description for SUD/SADA General Manager.
16. Discussion with possible action to form a committee to review candidates and make recommendations for the hiring of SUD/SADA General Manager.
17. Discussion with possible action to approve, approve with modifications, or deny new credit cards with Carson Community Bank for supervisors Sarah Rock, Joe Miller, Harold Palmer, and Jeromy Johnson in the amount of \$10,000.00 per card, a copy of the application is attached.
18. Status report by Larry Eagleton.
19. Status report by Joe Miller.
20. Status report by Dewayne Palmer.

- IV. 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. Article 311.9)**
- V. Adjournment**

Posted: 3:00 P.M. August 12, 2024
925 West Hickory-Utility Office
20 South First-City Hall
SUD Board Chairman, Vice-Chairman, Secretary, or Vice-Secretary



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