

**Notice of Board Meeting
Regular Meeting
Stilwell Utility Department
925 West Hickory, Stilwell, Oklahoma
Tuesday, March 14, 2023
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

- a. Approval to combine SUD/SADA Agendas and jointly conduct the meetings for both entities at the same time.
- b. Approval of Meeting Minutes: February 14, 2023
- c. Approval of Payment of Purchase Order Invoices-\$752,285.93
- d. Financial Reports

III. Regular Agenda

1. Update, and discussion regarding Water Treatment Plant, Second Flow Equalization Basin, Raw Water Intake at city lake, Cherry Tree Rural Water District Wastewater Treatment Services projects.
2. Discussion, consideration, and possible action to approve or not approve invoice #6 submitted by Holloway, Urdike, and Bellen in an amount not to exceed \$78,350.00 for water treatment plant engineering pursuant to MOA with Cherokee Nation, a copy of the invoice is attached.
3. Discussion, consideration, and possible action to approve or not approve Notice of Award and Contract to Red's Energy Services in an amount not to exceed of \$109,350.00. Copies of the documents are attached.
4. Discussion, consideration, and possible action to approve or not approve invoice SADA-22-02-01 from Infrastructure Solutions Group for bidding engineering in an amount not to exceed \$18,960.00, a copy of which is attached.
5. Discussion, consideration, and possible action to approve or not approve ODOT Form 324a for the payment/reimbursement of invoice SADA-22-02-01 in an amount not to exceed \$18,960.00. Copies of the documents are attached.
6. Discussion, consideration, and possible action to approve or not approve invoice SADA-22-04-01 from Infrastructure Solutions Group for the engineering design of Maryetta School Water Line Extension project in an amount not to exceed \$5,000.00, a copy of which is attached.
7. Discussion, consideration, and possible action to approve or not approve ODEQ Construction Permit Application for the Wastewater Collection System Improvement project, a copy of which is attached.
8. Discussion, consideration, and possible action to approve or nor approve invoice SADA-22-05-01 from Infrastructure Solutions Group for engineering design of Wastewater Collection System Improvement project in an amount not to exceed \$44,980.00, a copy of which is attached.

9. Discussion and possible action to accept or not accept updated engagement letter from Mike Green CPA in connection with the audit for fiscal year ending June 30, 2022, a copy of which is attached.
10. Discussion, consideration, and possible action to approve or not approve IT board room upgrade.
11. Discussion, consideration, and possible action to approve or not approve board room remodel, a copy of estimate attached.
12. Discussion, consideration, and possible action to approve or not approve changes to the City Owned Vehicles and/or Equipment policy, a copy of which is attached.
13. Discussion, consideration, and possible action to approve or not approve changes to the Company Credit Card Policy, a copy of which is attached.
14. Discussion, consideration, and possible action to approve or not approve changes to the Alcohol and Controlled Substance Testing Policy, a copy of which is attached.
15. Discussion, consideration, and possible action to approve or not approve lease agreement from Xerox, a copy of which is attached.
16. Status report by Larry Eagleton.
17. Audit Committee Report.
18. Policy Committee Report.
19. Budget Committee Report.

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: 2:00 P.M. March 10, 2023
925 West Hickory-Utility Office
503 West Division-City Office
SADA Board Secretary, Vice-Secretary or Chief Executive Officer



Bill Garrett

Notice of Board Meeting
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