

**Notice of Board Meeting
Regular Meeting
Stilwell Utility Department
925 West Hickory, Stilwell, Oklahoma
Tuesday, June 14, 2022
6:00 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: May 10, 2022
- c. Approval of Payment of Purchase Order Invoices-\$755,077.37
- d. Financial Reports

III. Regular Agenda

1. Discussion and possible action to accept or not accept engagement letter from Mike Green CPA in connection with the audit for fiscal year ending June 30, 2022.
2. Discussion and possible action to approve or not approve Annual and Monthly Blanket Purchase Orders for fiscal year 2022-2023.
3. Discussion and possible action to approve or not approve the Budget and Salary Plan for FY 2022/2023.
4. Discussion, consideration, and possible action involving HCCCO matter, including litigation and Stilwell Area Development Authority response, including litigation, negotiations, and/or settlement. Possible Executive Session pursuant to 25 O.S. section 307 B.4.
5. Update, and discussion regarding proposed draft of contract between Stilwell Area Development Authority and Cherry Tree Rural Water District, formerly known as Adair County Rural Water District #1 to perform wastewater treatment services.
6. Discussion and possible action to approve or not approve Work Order from Infrastructure Solutions Group, LLC for Wastewater System Capacity Study (Cherry Tree) in an amount not to exceed \$25,000.00.
7. Discussion of Appendix A pay scale in the Employee Handbook adopted June 12, 2018.
8. Discussion regarding possible changes in cycle 1 billing, penalty, and cut off dates.

9. Discussion, consideration, and possible action to approve or not approve the purchase of 220' of 48" 16 ga corrugated galvanized steel culvert and connection bands in an amount no to exceed \$15,639.10 for Wastewater Treatment Plant project.
 10. Discussion and possible action to approve or not approve pay application #1 from Haynes Equipment Company in the sum of \$363,507.00 for clarifier rehabilitation utilizing the balance of USDA grant funds and SADA capital outlay funds.
 11. Discussion, consideration, and possible action to approve, or not approve, Workers Compensation Insurance provided by OMAG for a term starting 07-01-2022 and ending 07-01-2023, for an amount not to exceed \$29,506.00.
 12. Discussion and possible action to approve or not approve an employee benefit through Air Med Care paid by the company at an annual cost of \$65.00 per employee for an estimated total of \$2,015.00.
 13. Status report by Larry Eagleton.
 14. Status report by Shelldon Miggetto.
 15. Audit Committee Report.
 16. Policy Committee Report.
 17. 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. June 10, 2022
925 West Hickory-Utility Office
503 West Division-City Office
SUD Board Secretary, Vice-Secretary or Chief Executive Officer



Bill Garrett

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