

**Notice of Board Meeting  
Regular Meeting  
Stilwell Utility Department  
925 West Hickory, Stilwell, Oklahoma  
Tuesday, April 11, 2023  
5:00 P.M.**

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**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: March 14, 2023
- c. Approval of Payment of Purchase Order Invoices-\$841,095.63
- 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 the solicitation of professional engineering services for the design, engineering, plans, specifications, and any permitting applications associated with a domestic waste composting facility using dewatered sludge from the wastewater treatment plant for the conversion of material to nutrient value, land-applied fertilizer.
3. Discussion, consideration, and possible action to approve or not approve the solicitation of professional engineering services for the design, engineering, plans, specifications, and any permitting applications associated with a new wastewater pretreatment facility on land donated to the city/utility department for an economic development incentive project. Possible executive session. Title 25 O.S. Section 307 (C)(11).
4. Discussion, consideration, and possible action to approve or not approve invoice #7 submitted by Holloway, Updike, and Bellen in an amount not to exceed \$158,400.00 for water treatment plant engineering pursuant to MOA with Cherokee Nation, a copy of the invoice is attached.
5. Discussion, consideration, and possible action to approve or not approve the hiring of a contractor to assist with changing out electric poles.
6. Discussion, consideration, and possible action to approve or not approve the purchase of a new lawn mower and possibly trade in or sell current mower in an amount not to exceed \$14,939.13, copies of the quotes are attached.
7. Discussion, consideration, and possible action to approve or not approve the hiring of an engineer to compose an Engineering Report on the finding and solutions to the E. Coli problems at the WWTP per direction of Jordan Hultgren of Oklahoma Department of Environmental Quality.

8. Discussion, consideration, and possible action to approve or not approve settlement offer from OMAG for damages sustained to a 2011 Ford F-150 located at the Wastewater Treatment Plant, a copy of the settlement options are attached. The insurance company, OMAG, has offered a net payment of \$13,450.00, with OMAG retaining the salvage vehicle, or, in the alternative, OMAG has offered a net payment of \$12,050.00 if the salvage vehicle is retained by Stilwell Utilities/Stilwell Area Development Authority/City of Stilwell, OK.
9. Discussion, consideration, and possible action to approve or not approve agreement with Local Government Testing Consortium (LGTC) to provide Federal DOT & Non-DOT Drug/Alcohol Testing, a copy of which is attached.
10. Discussion, consideration, and possible action to approve or not approve agreement with Fulcrum for GPS software and training for a one-time fee of \$1,144.00 and recurring fee of \$1,584.00 for the next 2 years, a copy of which is attached.
11. 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.
12. Discussion, consideration, and possible action to approve or not approve a Consent and Partial Waiver of Easement Rights requested by Parallel Towers III LLC., a copy of which is attached.
13. Discussion, consideration, and possible action to approve or not approve IT board room upgrade.
14. Discussion, consideration, and possible action to approve or not approve board room remodel, a copy of estimate attached.
15. Discussion, consideration, and possible action to approve or not approve changes to the Company Credit Card Policy, a copy of which is attached.
16. Discussion, consideration, and possible action to approve or not approve lease agreement from Xerox, a copy of which is attached.
17. Status report by Larry Eagleton.
18. Audit Committee Report.
19. Policy Committee Report.
20. 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. April 06, 2023  
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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