

Notice and Agenda for Regular Board Meeting
Stilwell Utility Department
925 West Hickory, Stilwell, OK 74960
Tuesday, December 10, 2024
5:00 P.M.

I. Call Meeting to Order

The agenda for this meeting of the Stilwell Utility Department board is identical to the agenda for the Stilwell Area Development Authority board. Discussion and possible action to combine the agendas for Stilwell Utility Department and Stilwell Area Development Authority board 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/SADA") boards, 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 board members will be removed and heard of as part of the Regular Agenda.

- a. Approval of Regular Meeting Minutes: November 12, 2024
- b. Approval of Payment of Purchase Order Invoices for the Month of November 2024: \$603,240.60

III. Regular Agenda

- 1. Discussion and possible action to approve, approve with modifications, or deny any item removed from the Consent Agenda.
- 2. Discussion and possible action to acknowledge receipt of October 2024 Financial Reports.
- 3. Construction projects update.
- 4. Discussion and possible action to approve, approve with modifications, or deny Pay Application #9 from Walters-Morgan in the amount of \$819,264.69.
- 5. Discussion, explanation and resolution or possible resolution of the 2nd Letter received from the Attorney General's office dated November 7, 2024.
- 6. Discussion regarding inquiry as to whether Jeff Jones was hired to perform any work for SADA/SUD in any capacity and/or any reasons since December 1, 2023.
- 7. Discussion and possible action to approve, approve with modifications, or deny Property Insurance provided by OMAG; Policy #Pro 140025 06 for the term of January 15, 2025, through January 15, 2026, in the amount of \$55,123.00.
- 8. Discussion and possible action to approve, approve with modifications, or deny Vehicle/Liability Insurance provided by OMAG; Policy # GLA 1400375 06 for the term of January 15, 2025, through January 15, 2026, in the amount of \$63,023.00.

9. Discussion, and possible action to approve, approve with modifications, or deny agreement with Local Government Testing Consortium (LGTC) to provide Federal DOT & Non-DOT Drug /Alcohol Testing, at a rate of \$65 per employee.
10. Discussion and possible action to approve, approve with modifications, or deny the promotion of Claressa Pettit to Cash Collection Lead with a pay increase of \$2.00 per hour effective November 18, 2024.
11. Discussion and possible action to approve, approve with modifications, or deny new credit card credit card with Carson Community Bank for General Manager Brad Doublehead with a \$10,000.00 limit.
12. Discussion and possible decision to appoint a qualified candidate to fill the unexpired term of Doug Funburg board seat number 2 subject to confirmation by the Stilwell City Council.
13. Discussion and possible action to approve, approve with modifications, or deny a request to solicit bids for replacement of Five (5) three-phase ganged reclosers at the Stilwell #1 Substation.
14. Discussion and possible action to inform the City of Stilwell of any concerns related to a proposal from Cherokee Nation regarding the road-widening project taking place at Stilwell City Lake.
15. Discussion and possible action to approve, approve with modification, or deny a consultation service agreement with Larry Eagleton from January 1, 2025 to December 31, 2025. These services would on an as needed basis with the request for services originating exclusively from the General Manager.
16. **EXECUTIVE SESSION – Motion to exit Regular Session and enter Executive Session.**
 - a. **Confidential communications between a public body and its attorney concerning all pending investigations, claims, and/or actions if the public body, with the advice of its attorney, determines that disclosures will seriously impair the ability of the public body to process the claims or conduct a pending investigation(s), litigation, or proceeding in the public interests, including but not limited to, recent claim and/or investigation regarding Interim General Manager Larry Eagleton’s actions related to David West’s water meter on the west side of section line road and potential associated purchase of customer and/or settlement of customer service dispute with Rural Water District No. 2, as provided by 25 O.S. §307(B)(4).**
17. Reconvene Regular Session
18. Discussion and possible action related to the recent claim and/or investigation regarding Interim General Manager Larry Eagleton’s actions related to David West’s water meter on the west side of section line road and potential associated purchase of customer and/or settlement of customer service dispute with Rural Water District No. 2.
19. Status Report by Brad Doublehead
20. Status Report by Jeromy Johnson
21. Status Report by Joe Miller
22. Status Report by Dewayne Palmer

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. December 06, 2024

925 West Hickory-Utility Office

20 South First-City Hall

SUD Board Chairman, Vice-Chairman, Secretary, or Vice-Secretary

Shelly McClain



Notice and Agenda for Regular Board Meeting
Stilwell Area Development Authority
925 West Hickory, Stilwell, OK 74960
Tuesday, December 10, 2024
5:00 P.M.

I. Call Meeting to Order

The agenda for this meeting of the Stilwell Area Development Authority board is identical to the agenda for the Stilwell Utility Department board. Discussion and possible action to combine the agendas for Stilwell Utility Department and Stilwell Area Development Authority board 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 Area Development Authority/Stilwell Utility Department ("SADA/SUD") boards, 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 board members will be removed and heard of as part of the Regular Agenda.

- a. Approval of Regular Meeting Minutes: November 12, 2024
- b. Approval of Payment of Purchase Order Invoices for the Month of November 2024: \$603,240.60

III. Regular Agenda

- 1. Discussion and possible action to approve, approve with modifications, or deny any item removed from the Consent Agenda.
- 2. Discussion and possible action to acknowledge receipt of October 2024 Financial Reports.
- 3. Construction projects update.
- 4. Discussion and possible action to approve, approve with modifications, or deny Pay Application #9 from Walters-Morgan in the amount of \$819,264.69.
- 5. Discussion, explanation and resolution or possible resolution of the 2nd Letter received from the Attorney General's office dated November 7, 2024.
- 6. Discussion regarding inquiry as to whether Jeff Jones was hired to perform any work for SADA/SUD in any capacity and/or any reasons since December 1, 2023.
- 7. Discussion and possible action to approve, approve with modifications, or deny Property Insurance provided by OMAG; Policy #Pro 140025 06 for the term of January 15, 2025, through January 15, 2026, in the amount of \$55,123.00.
- 8. Discussion and possible action to approve, approve with modifications, or deny Vehicle/Liability Insurance provided by OMAG; Policy # GLA 1400375 06 for the term of January 15, 2025, through January 15, 2026, in the amount of \$63,023.00.

9. Discussion, and possible action to approve, approve with modifications, or deny agreement with Local Government Testing Consortium (LGTC) to provide Federal DOT & Non-DOT Drug /Alcohol Testing, at a rate of \$65 per employee.
10. Discussion and possible action to approve, approve with modifications, or deny the promotion of Claressa Pettit to Cash Collection Lead with a pay increase of \$2.00 per hour effective November 18, 2024.
11. Discussion and possible action to approve, approve with modifications, or deny new credit card credit card with Carson Community Bank for General Manager Brad Doublehead with a \$10,000.00 limit.
12. Discussion and possible decision to appoint a qualified candidate to fill the unexpired term of Doug Funburg board seat number 2 subject to confirmation by the Stilwell City Council.
13. Discussion and possible action to approve, approve with modifications, or deny a request to solicit bids for replacement of Five (5) three-phase ganged reclosers at the Stilwell #1 Substation.
14. Discussion and possible action to inform the City of Stilwell of any concerns related to a proposal from Cherokee Nation regarding the road-widening project taking place at Stilwell City Lake.
15. Discussion and possible action to approve, approve with modification, or deny a consultation service agreement with Larry Eagleton from January 1, 2025 to December 31, 2025. These services would on an as needed basis with the request for services originating exclusively from the General Manager.
16. **EXECUTIVE SESSION – Motion to exit Regular Session and enter Executive Session.**
 - a. **Confidential communications between a public body and its attorney concerning all pending investigations, claims, and/or actions if the public body, with the advice of its attorney, determines that disclosures will seriously impair the ability of the public body to process the claims or conduct a pending investigation(s), litigation, or proceeding in the public interests, including but not limited to, recent claim and/or investigation regarding Interim General Manager Larry Eagleton’s actions related to David West’s water meter on the west side of section line road and potential associated purchase of customer and/or settlement of customer service dispute with Rural Water District No. 2, as provided by 25 O.S. §307(B)(4).**
17. Reconvene Regular Session
18. Discussion and possible action related to the recent claim and/or investigation regarding Interim General Manager Larry Eagleton’s actions related to David West’s water meter on the west side of section line road and potential associated purchase of customer and/or settlement of customer service dispute with Rural Water District No. 2.
19. Status Report by Brad Doublehead
20. Status Report by Jeromy Johnson
21. Status Report by Joe Miller
22. Status Report by Dewayne Palmer

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. December 06, 2024

925 West Hickory-Utility Office

20 South First-City Hall

SADA Board Chairman, Vice-Chairman, Secretary, or Vice-Secretary

Shelly McClain

