

**Notice of Board Meeting**  
**Regular Meeting**  
**Stilwell Utility Department**  
**925 West Hickory, Stilwell Oklahoma**  
**Tuesday, June 13, 2017**  
**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 of Regular Meeting Minutes: May 9, 2017
- b. Approval of Special Meeting Minutes: May 17, 2017
- c. Approval of Payment of Purchase Order Invoices-\$545,160.17
- d. Financial Reports
- e. Delinquent Customer Report

**III. Regular Agenda**

1. Update on Wastewater Treatment Plant improvements by Holloway, Updike and Bellen.
2. Discussion and possible action to authorize Annual and Monthly Blanket Purchase Orders for FY 2017-2018.
3. Discussion and possible action to approve or not approve renewal of annual agreements with independent contractors, consultants and vendors for FY 2017-2018.
4. Discussion and possible action regarding the Budget and Salary Plan for FY 2017-2018.
5. Discussion and possible action to request engagement letter from Mike Green CPA in connection with an audit for the fiscal year ending June 30, 2017.
6. Discussion and possible action to renew Memorandum of Understanding between Stilwell Utility Department/ Stilwell Area Development Authority and the City of Stilwell with regard to leasing the equipment building.
7. Discussion and possible action to promote Dusty Dandridge to the position of electric lead man in the Electric, Water, and Sewer Construction Department and to authorize an increase in his salary. Possible executive session as authorized by Oklahoma Statutes 25 O.S. §307 B.1.
8. Discussion and possible action to authorize the Water Filtration Department to purchase a new Hustler Super Z HD Vanguard 72" zero-turn-radius mower in an amount not to exceed \$12,500.
9. Discussion and possible action to amend budgeted income and expense in the amount of \$32,650 to allow for payment of invoice(s) (to be reimbursed in whole, or part, from non-SADA/SU funds provided by third party sources) for contracted grant writing and grant management services related to FEMA reimbursement funding for the completed work on the Aeration System Rehabilitation project and also in connection with grant awards to date for the Phase II Wastewater Treatment Plant Improvements.
10. Discussion and possible action concerning request from the City of Stilwell regarding additional water lines for irrigation at the Edna M. Carson Park.

11. Discussion and possible action concerning proposal from American Resource Recovery Corporation for demolition and recycling of obsolete structures at the Waste Water Treatment Plant.
  12. Discussion, consideration and possible action to reject, or accept, proposed CINTAS settlement. Possible executive session as authorized by Oklahoma Statutes 25 O.S. §307 B.4.
  13. Status report, discussion and consideration of possible legal action regarding City Lake Dam. Possible executive session as authorized by Oklahoma Statutes 25 O.S. § 307 B.4.
  14. Status report by Larry Eagleton.
  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: 4:00 P.M. June 12, 2017*  
925 West Hickory-Utility Office  
503 West Division-City Office  
SUD Board Secretary, Vice-Secretary or Chief Executive Officer



**Notice of Board Meeting**  
**Regular Meeting**  
**Stilwell Area Development Authority**  
**925 West Hickory, Stilwell Oklahoma**  
**Tuesday, June 13, 2017**  
**6:00 P.M.**

---

**I. Call Meeting to Order**

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

**II. Consent Agenda**

- a. Approval of Regular Meeting Minutes: May 9, 2017
- b. Approval of Special Meeting Minutes: May 17, 2017
- c. Approval of Payment of Purchase Order Invoices-\$545,160.17
- d. Financial Reports
- e. Delinquent Customer Report

**III. Regular Agenda**

1. Update on Wastewater Treatment Plant improvements by Holloway, Updike and Bellen.
2. Discussion and possible action to authorize Annual and Monthly Blanket Purchase Orders for FY 2017-2018.
3. Discussion and possible action to approve or not approve renewal of annual agreements with independent contractors, consultants and vendors for FY 2017-2018.
4. Discussion and possible action regarding the Budget and Salary Plan for FY 2017-2018.
5. Discussion and possible action to request engagement letter from Mike Green CPA in connection with an audit for the fiscal year ending June 30, 2017.
6. Discussion and possible action to renew Memorandum of Understanding between Stilwell Utility Department/ Stilwell Area Development Authority and the City of Stilwell with regard to leasing the equipment building.
7. Discussion and possible action to promote Dusty Dandridge to the position of electric lead man in the Electric, Water, and Sewer Construction Department and to authorize an increase in his salary. Possible executive session as authorized by Oklahoma Statutes 25 O.S. §307 B.1.
8. Discussion and possible action to authorize the Water Filtration Department to purchase a new Hustler Super Z HD Vanguard 72" zero-turn-radius mower in an amount not to exceed \$12,500.
9. Discussion and possible action to amend budgeted income and expense in the amount of \$32,650 to allow for payment of invoice(s) (to be reimbursed in whole, or part, from non-SADA/SU funds provided by third party sources) for contracted grant writing and grant management services related to FEMA reimbursement funding for the completed work on the Aeration System Rehabilitation project and also in connection with grant awards to date for the Phase II Wastewater Treatment Plant Improvements.
10. Discussion and possible action concerning request from the City of Stilwell regarding additional water lines for irrigation at the Edna M. Carson Park.

11. Discussion and possible action concerning proposal from American Resource Recovery Corporation for demolition and recycling of obsolete structures at the Waste Water Treatment Plant.
12. Discussion, consideration and possible action to reject, or accept, proposed CINTAS settlement. Possible executive session as authorized by Oklahoma Statutes 25 O.S. §307 B.4.
13. Status report, discussion and consideration of possible legal action regarding City Lake Dam. Possible executive session as authorized by Oklahoma Statutes 25 O.S. § 307 B.4.
14. Status report by Larry Eagleton.
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: 4:00 P.M. June 12, 2017*

925 West Hickory-Utility Office

503 West Division-City Office

SADA Board Secretary, Vice-Secretary or Chief Executive Officer

A handwritten signature in black ink, appearing to read "James Clay", is written over a horizontal line.