

Notice of Board Meeting
Regular Meeting
Stilwell Utility Department
925 West Hickory, Stilwell Oklahoma
Tuesday, October 10, 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: September 12, 2017
- b. Approval of Payment of Purchase Order Invoices-\$541,794.25
- c. Financial Reports
- d. Delinquent Customer Report

III. Regular Agenda

1. Discussion and possible action to approve a revised agreement with Holloway, Updike and Bellen for engineering services for Phase II Wastewater Treatment Plant Improvements to reformat the existing agreement into a form that is acceptable to USDA.
2. Discussion and possible action to renew joint pole use agreement with OzarksGo.
3. Discussion and possible action to authorize the purchase of a roll of 750 MCM underground primary distribution cable, connectors/fittings and related items in an amount not to exceed \$20,000 to improve reliability and continuity of service for the electric distribution system.
4. Discussion and possible action to confirm application of standard commercial utility rates for the new business operating in the former Tyson Building.
5. Discussion and possible action to request approval from the Stilwell City Council for an electric rate classification for heavy use commercial customers.
6. Discussion and possible action to adopt a job description for the Office Manager/CEO.
7. Discussion and possible action to approve participation in Trunk-O-Ween and to approve the purchase of candy for the event in an amount not to exceed \$400.
8. Discussion and possible action to acknowledge and accept an amendment to the Letter of Conditions that was previously approved and to execute a new RD 1942-46 "Letter of Intent to Meet Conditions" concerning the additional requirement for U.S. made Iron and Steel products in connection with the offer from USDA-RD to loan \$1,484,000.00 at 2% for 40 year fixed term and grant to Stilwell Utilities/SADA \$376,000.00 as part of the planned \$5,200,000.00 Waste Water Treatment Plant Improvements.
9. Discussion and possible action to appoint legal counsel and bond counsel and to approve the legal services agreement(s) required in connection with the loan/grant financing being offered by USDA-RD.
10. Discussion with possible decision to adopt a policy relating to "Conflicts of Interest" applicable to board members/trustees, management and key employees

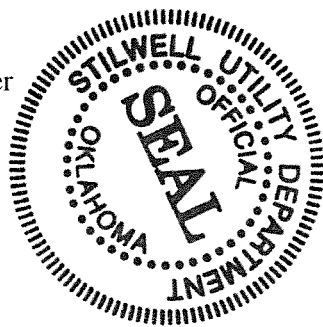
11. Discussion and possible action to obligate one or more certificates of deposit or other bank accounts for a debt reserve fund in conjunction with the new loan financing being offered by USDA-RD.
12. Discussion and possible action to authorize the Board Chairman and Secretary to open a new bank account at Bank of Commerce for all construction activities related to the Phase II WWTP improvements; naming authorized signatories for the account.
13. Discussion and possible action to acknowledge and accept grant from the Tom J. & Edna M. Carson Foundation in the amount of \$100,000 for WWTP improvements; authorizing the deposit into the new WWTP improvements construction account.
14. Discussion and possible action concerning acquisition of an easement from Southern Estates, Inc. to enable completion of a looped primary line for redundant electric service to Hogner Heights, Stonebrook and etc.
15. Discussion and possible action to renegotiate the engagement agreement with Robert St. Pierre. Possible executive session as authorized by Oklahoma Statutes 25 O.S. § 307 B.1.
16. 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.
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: 4:00 P.M. October 6, 2017
925 West Hickory-Utility Office
503 West Division-City Office
SUD Board Secretary, Vice-Secretary or Chief Executive Officer





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