

**Notice of Board Meeting
Regular Meeting
Stilwell Utility Department
925 West Hickory, Stilwell, Oklahoma
Tuesday, December 13, 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: November 08, 2022
- c. Approval of Payment of Purchase Order Invoices-\$1,550,111.88
- d. Financial Reports

III. Regular Agenda

1. Discussion regarding board room upgrade.
2. Report regarding annual audit being prepared by Mike Green, CPA.
3. Discussion regarding HCCCO matter, including status of litigation between HCCCO and Stilwell Area Development Authority, settlement and resolution. Possible Executive Session pursuant to 25 O.S. Section 307 B.4.
4. Discussion and possible action to approve not approve invoice #SADA-22-01-01 submitted by Infrastructure Solutions Group for the Cherry Tree Community Wastewater Study in an amount not to exceed \$1,000.00, a copy of the invoice is attached.
5. Discussion and possible action to approve or not approve invoice #SADA-22-03-01 submitted by Infrastructure Solutions Group for the Cherry Tree Community Wastewater Study in an amount not to exceed \$25,000.000, a copy of the invoice is attached.
6. Discussion and possible action to approve or not approve DEQ Construction Application in an amount not to exceed \$283.26 for the Maryetta Water Line Extension Project and to execute all relating documents, a copy of the documents is attached.
7. Discussion, consideration, and possible action to approve or not approve ODOT Utility Relocation Project Update from Infrastructure Solutions Group, LLC.
8. 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.

9. Update, and discussion regarding Water Treatment Plant, Second Flow Equalization Basin, and Raw Water Intake at city lake projects.
10. Discussion, consideration, and possible action to approve or not approve invoice #3 submitted by Holloway, Updike, and Bellen in an amount not to exceed \$102,200.00 for water treatment plant engineering pursuant to MOA with Cherokee Nation, a copy of the invoice is attached. This payment will be reimbursed by Cherokee Nation and/or its affiliates.
11. Discussion and possible action to approve or not approve DEQ Construction Application in an amount not to exceed \$3,500.17 to be paid by Holloway, Updike and Bellen and to execute all relating documents, a copy of the documents is attached.
12. Discussion with possible decision to approve or not approve Resolution 12-13-2022; a resolution authorizing the application for Oklahoma Water Resources Board - American Rescue Plan Act (OWRB-ARPA) grant program; authorizing the board chairman and secretary to execute all documents related thereto, a copy of the resolution is attached.
13. Discussion with possible decision to authorize or not authorize Shelldon Miggetto to prepare and submit grant Application and all documents related thereto for the OWRB-ARPA grant program, Indian Health Service grant program, Cherokee Nation-ARPA matching grant program for the Water Treatment Plant, Raw Water Intake and Flow Equalization Basin construction projects.
14. Discussion and possible action to hire or not hire a Construction Inspector Stilwell Area Development Authority (SADA)/Stilwell Utilities (SU) projects.
15. Discussion and possible action to approve or not approve 2023 Holiday Schedule.

January 01, 2023	January 16, 2023	February 20, 2023	April 07, 2023
May 29, 2023	June 19, 2023	July 04, 2023	September 04, 2023
October 09, 2023	November 10, 2023	November 23, 2023	November 24, 2023
December 22, 2023	December 25, 2023		

16. Discussion and possible action to approve or not approve Property Insurance provided by OMAG; policy# PRO 1400253 05 for the term of 1-15-2023 through 1-15-2024 in the amount of \$39,116.00.
17. Discussion and possible action to approve or not approve Vehicle/Liability Insurance provided by OMAG; policy# GLA 1400375 05 for the term of 1-15-2023 through 1-15-2024 in the amount of \$37,350.00.
18. Status report by Larry Eagleton.
19. Audit Committee Report.
20. Policy Committee Report.
21. 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. December 09, 2022
925 West Hickory-Utility Office
503 West Division-City Office
SUD Board Secretary, Vice-Secretary or Chief Executive Officer

Bill Sanett



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503 West Division-City Office
SADA Board Secretary, Vice-Secretary or Chief Executive Officer



Bill Garrett