

## Minutes

THE BOARD OF TRUSTEES OF THE TUTTLE PUBLIC WORKS AUTHORITY MET IN REGULAR SESSION ON **FEBRUARY 8, 2016 AT 7:00 P.M.** IN THE TUTTLE CITY HALL BUILDING LOCATED AT 221 W. MAIN STREET

MEMBERS PRESENT: T.J. CHESTER, TERESA BUCK, MARY SMITH, AARON MCLEROY AND TODD LITTLETON

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, BRUCE ANTHONY, AARON SLATTERY, SEAN DOUGLAS, AMY NATCHER, LEISA HAYNES, REBECCA POOLE AND MICHAEL TAYLOR

OTHERS PRESENT: SHAWN RILEY, LINDA CODY, JOHN CRAFT, TODD LAMBERT, JAYSON KNIGHT AND OTHERS THAT DID NOT SIGN IN

**CALL TO ORDER** Chairman Chester called the meeting to order at 7:50 p.m.

### **ORDER OF BUSINESS**

1. Discussion and questions regarding items on the consent docket
2. CONSENT DOCKET

(This item is placed on the agenda so that the Board of trustees, by unanimous consent, can designate routine items and those items requiring minimum discussion to be approved or acknowledged in one motion. If any item does not meet with approval of all Board members, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for TPWA meeting January 11, 2016
- b. APPROVAL **TPWA Resolution 2016-01** establishing a meter setting policy
- c. APPROVAL to purchase Emergency Backup Pump for Lift Station #1 not to exceed \$49,750
- d. APPROVAL **Budget Amendment 2016-009** Emergency Backup Pump for Lift Station #1  
**Motion was made by Smith, seconded by Littleton to adopt the consent agenda items 2a, b, c and d. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith, and Chester**

**Nay: None**

3. CONSIDERATION of Items Removed from Consent Docket
4. GENERAL GOVERNMENT
  - a. DISCUSSION and related CONSIDERATION award of bid for Automated Meter Reading System project to RG3 Utilities in the total amount of \$290,717.24 (tabled from January 11, 2016 meeting)

**Smith asked why the recommendation is for the highest bid. Poole presented the final determination was made based on gas meter compatibility. Slattery presented the strategic plan is to convert all water and gas meters to one automated system.**

**Motion was made by McLeroy, seconded by Smith to reject the bid from RG3 Utilities because it does not adequately meet the bid specification to convert our gas system meters to AMR system and does not provide the lowest total overall cost. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

**Motion was made by McLeroy, seconded by Buck to reject the bid from Utility Technology Services because it does not adequately meet the bid specification to convert our gas system meters to AMR system and does not provide the lowest total overall cost. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

**Motion was made by McLeroy, seconded by Buck to award the bid to HD Supply because it does meet the bid specification as outlined in our bid package to convert our gas system meters to AMR system and is the lowest total overall cost. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

**Perryman presented this is a well-studied award process and staff should be commended for the thorough investigation and findings that could have cost the City a lot of money.**

- b. **DISCUSSION and related CONSIDERATION regarding the purchase and installation of a generator to serve water wells #6, 7 & 8**

**Douglas presented information to the Council. Council members discussed the need for a plan to keep the wells working.**

**Motion was made by Littleton, seconded by Buck to approve Item 4b. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

**Douglas presented he is waiting on other bids for installation costs.**

**Motion was made by Smith, seconded by McLeroy to authorize installation with cost not to exceed \$1,500 pending examination of bids. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

- c. **DISCUSSION and related CONSIDERATION Memorandum of Understanding with the City of Blanchard/Blanchard Utilities Authority regarding the upsizing of the Blanchard water line crossing the Canadian River**

**No Action Taken**

- d DISCUSSION and related CONSIDERATION regarding requests for water line extensions

**No Action Taken**

- e. DISCUSSION and related CONSIDERTION regarding the purchase and financing of a vacuum excavator and boring machine

**No Action Taken**

5. EXECUTIVE SESSIONS

(Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. Any formal action will occur in regular session)

- a. CONSIDERATION Purchase of real property. (Proposed Executive Session pursuant to 25 O.S. Section 307(B)(3))
  - 1. CONSIDERATION action related to Executive Session Item 5a

**STRIKE Item 5a**

**NEW BUSINESS**

**ANNOUNCEMENTS**

**ADJOURNMENT**

**Motion was made by Littleton, seconded by Smith to adjourn the TPWA meeting at 8:26 p.m. and resume the Tuttle City Council Meeting. Motion carried as follows:**

**Aye: Buck, Littleton, McLeroy, Smith and Chester**

**Nay: None**

Attest:

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TPWA Secretary

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Chairman, Tommy Joe Chester