

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AMENDED AGENDA
WAS POSTED MAY 28, 2020 AT 3:45 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
SPECIAL MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JUNE 1, 2020**

IMPORTANT NOTICE This meeting will be conducted via videoconferencing. The meeting will be available to watch live on the City's Facebook Page (@CityOfStillwater), AT&T U-verse channel 99, Suddenlink channel 14 and the City of Stillwater's YouTube Live link at youtube.com/c/CityofStillwaterTV/live.

Notice regarding Public Comment Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Trustees at a regularly scheduled meeting on any item of business listed on the meeting agenda provided they have submitted a written request prior to the meeting either online at stillwater.org/requesttospeak or via the form found in the lobby outside Council chambers prior to meetings.

For meetings conducted via videoconferencing, the same request to speak procedure shall be followed; however, **City Hall is closed to the public**. Login information to participate via videoconference will be provided prior to the meeting to those who have requested to speak. For those wishing to speak via teleconferencing, please provide a phone number and someone will call you before the public comments portion of the agenda to place you in a queue. **Forms are due by 3:00 p.m. the day of the meeting.**

NOTE: Should a connection with any one of the Trustees present for the videoconference be lost, the meeting will be recessed up to a maximum of 30 minutes to re-establish the connection. If reconnection is not possible, the meeting will be reconvened on June 2, 2020 at 5:30 p.m.

SUA Members

Chair Will Joyce
Vice Chair Pat Darlington
Trustee Alane Zannotti
Trustee John Wedlake
Trustee Amy Dzialowski

Method of Participation

Remotely - Videoconference
Remotely - Videoconference
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**PRESENT: CHAIR WILLIAM H. JOYCE, VICE CHAIR PAT DARLINGTON,
TRUSTEES ALANE ZANNOTTI, JOHN WEDLAKE AND AMY DZIALOWSKI**
ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 7:38 p.m.

2. CONSENT DOCKET

- a. Approve special meeting minutes May 18, 2020

MOTION BY TRUSTEE ZANNOTTI, SECOND BY VICE CHAIR DARLINGTON TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

3. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

There were no requests to speak on agenda items not scheduled for public hearing.

4. ITEMS REMOVED FROM CONSENT DOCKET

None.

5. GENERAL ORDERS

- a. Approve FY21 GRDA wholesale power purchase agreement

Electric Utility Director Loren Smith stated this agreement is for the purchase of whoesale power from GRDA in an amount not to exceed \$24,000,000 for FY21.

MOTION BY TRUSTEE WEDLAKE, SECOND BY TRUSTEE ZANNOTTI TO AUTHORIZE THE EXPENDITURE LIMIT FOR GRDA NOT TO EXCEED \$24,000,000.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- b. Approve FY21 agreement with Enable OK Intrastate Transmission, LLC for gas commodity purchase and transmission

Electric Utility Director Loren Smith reported this a long term agreement for the procurement of natural gas and transportation services to the Stillwater Energy Center. Staff proposes authorization of expenditure not to exceed \$1,400,000. Mr. Smith stated these funds are actually paid back to the Stillwater Energy Center from the energy payment received from GRDA.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY VICE CHAIR DARLINGTON TO AUTHORIZE THE EXPENDITURE LIMIT FOR ENABLE NOT TO EXCEED \$1,400,000.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- c. Approve FY21 agreement with ONG for natural gas transmission

Electric Utility Director Loren Smith reported this is a natural gas agreement with ONG, which included provisions to construct the natural gas pipeline infrastructure (the lateral) from the Enable high pressure gas line to the Stillwater Energy Center. Staff estimates those costs not to exceed \$200,000. Mr Smith stated these fees are recouped in the payment from GRDA.

MOTION BY TRUSTEE ZANNOTTI, SECOND BY TRUSTEE WEDLAKE TO AUTHORIZE THE EXPENDITURE LIMIT FOR ONG NOT TO EXCEED \$200,000.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- d. Approve FY21 agreement with Futura for electric system software support

Electric Utility Director Loren Smith requested authorization for expenditures to Futura for the annual software support agreement in the amount of \$66,574.20, which includes a 10% contingency.

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE ZANNOTTI TO AUTHORIZE EXPENDITURES TO FUTURA FOR THE ANNUAL SOFTWARE SUPPORT AGREEMENT IN THE AMOUNT OF \$66,574.20, WHICH INCLUDES A 10% CONTINGENCY.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- e. Authorize sole source purchase from Wartsila for services up to \$100,000 and parts up to \$200,000 in FY21 for the Stillwater Energy Center and approve budget amendment appropriating expenditures from the Electric Rate Stabilization fund

Electric Utility Director Loren Smith reported the Stillwater Energy Center uses three Wartsila engine/generators to produce electricity. The services and parts requested can only be purchased from Wartsila, making this a sole source purchase. Staff is requesting sole source approval to purchase services up to \$100,000 and parts up to \$200,000 in FY21 from Wartsila.

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE ZANNOTTI TO AUTHORIZE THE SOLE SOURCE PURCHASE FROM WARTSILA SERVICES UP TO \$100,000 AND PARTS UP TO \$200,000 IN FY21 FOR THE STILLWATER ENERGY CENTER AND APPROVE BUDGET AMENDMENT APPROPRIATING EXPENDITURES FROM THE ELECTRIC RATE STABILIZATION FUND.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES

6. RESOLUTIONS

- a. Resolution No. SUA-2020-3: A resolution adopting an electric rate for electric vehicle charging station service

Electric Utility Director Loren Smith reported that on September 16, 2019, the General Service Rate was updated to allow for the resale of electricity by public EV charging stations. Working with Avant Energy on a cost of service study, staff has created an EV charging rate tariff for public chargers. The new rate is designed to recover the full cost to service these customers and if approved will begin July 1, 2020.

Mr. Smith introduced David Niles, Vice President of Avant Energy, who presented an overview of the rate study, their findings and recommendations.

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE DZIALOWSKI TO ADOPT RESOLUTION NO. SUA-2020-3 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- b. Resolution No. SUA-2020-4: A resolution authorizing longer term payment plans for utility services; approving reinstatement of cut-off notifications and resuming disconnections beginning June 2, 2020 and reinstating the 10% penalty on delinquent accounts effective July 6, 2020

MOTION BY TRUSTEE WEDLAKE, SECOND BY TRUSTEE ZANNOTTI TO ADOPT RESOLUTION NO. SUA-2020-4 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

- c. Resolution No. SUA-2020-5: A resolution amending the City of Stillwater Convenience Collection Center rate structure

Waste Management Director Chris Knight stated that the Convenience Collection Center has always collected used motor oil from citizens for free. He reported the vendor that collects the oil from the Convenience Collection Center is going to start charging \$0.20 per gallon for pick-up and disposal. Mr. Knight stated he price checked other vendors and that the current vendor was the lowest priced. He recommends a \$0.20 per gallon fee for the collection of used motor oil at the Convenience Collection Center by approval of Resolution No. SUA-2020-5.

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE DZIALOWSKI TO ADOPT RESOLUTION NO. SUA-2020-5 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

7. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the General Counsel: No report.
- b. Miscellaneous items from the General Manager: No report.
- c. Miscellaneous items from Trustees:
 - Vice Chair Darlington asked Deputy City Manager Melissa Reames when the Renewable Task Force would begin meeting. Reames stated there are 12 applicants for this committee and as soon as committees start meeting again, Mayor will be asked to appoint committee members so meetings can begin.
 - Mayor Joyce stated there are several committees and boards due for appointments and he will work to get those appointments on an agenda in June or July.
- i) Discussion about scheduling items for upcoming meeting

8. QUESTIONS & INQUIRIES

None.

9. ADJOURN

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE WEDLAKE TO ADJOURN THE JUNE 1, 2020 SPECIAL MEETING OF THE STILLWATER UTILITIES AUTHORITY.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

The June 1, 2020 special meeting of the Stillwater Utilities Authority adjourned at 8:13 p.m.

WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY

TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY

DRAFT