

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA  
WAS POSTED AUGUST 12, 2021 AT 11:30 A.M. AT THE MUNICIPAL BUILDING,  
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES  
STILLWATER UTILITIES AUTHORITY  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
AUGUST 16, 2021**

**PRESENT:** CHAIR WILLIAM H. JOYCE, VICE CHAIR ALANE ZANNOTTI  
TRUSTEES JOHN WEDLAKE, AMY DZIALOWSKI AND CHRISTIE HAWKINS  
**ABSENT:** NONE

**1. CALL MEETING TO ORDER**

Chair Joyce called the meeting to order at 7:01 p.m.

**2. CONSENT DOCKET**

- a. Approve regular meeting minutes of August 2, 2021

MOTION BY TRUSTEE WEDLAKE, SECOND BY TRUSTEE HAWKINS TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-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 Task Order #1 for \$21,458.15 with Keystone Engineering for survey work for water line replacements prior to street improvements as outlined in the FY21 Pavement Management Plan and approve budget amendments allocating funds up to \$27,500, which includes 10% contingency

City Engineer Shannon Wilder stated that existing water lines in the College Addition neighborhood, including Knoblock Street between University Avenue and 6<sup>th</sup> Avenue, are old, small diameter, cast iron lines. During the February cold weather, several leaks occurred in the area and the repair left a large open excavation in Knoblock Street south of 3<sup>rd</sup> Avenue for several weeks. Ms. Wilder reported that Knoblock Street is currently in the approved FY21 Pavement Management Plan. Staff will prepare the construction plans in-house for the water line replacement project. Staff has also requested a not to exceed cost proposal from Keystone Engineering Services under their Master Services Agreement for a total fee of \$21,458.15 for surveying work to aid in the construction plans.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO AUTHORIZE GENERAL MANAGER TO EXECUTE TASK ORDER 1 WITH KEYSTONE ENGINEERING AT A FEE OF \$21,458.15; AUTHORIZE TOTAL PROJECT EXPENDITURES OF \$27,500, WHICH INCLUDES POTHOLING, PERMITTING, 10% CONTINGENCY AND APPROVE THE RELATED BUDGET AMENDMENT.

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

- b. Approve professional service agreement with Freese and Nichols to assess the condition of the cathodic protection systems for Kaw Pipeline and other City water infrastructure, approve the related budget amendment allocating \$175,700 for the project, and authorize the General Manager to sign contract documents

Capital Project Manager David Barth stated that the Kaw pipeline and other City water infrastructure have cathodic protection (CP) systems that control the corrosion of the steel pipeline and other metal surfaces. Five design firms responded to the City's request for proposals to provide professional services to initially assess the condition of the CP system and later to provide design and construction services to rehabilitate/replace the CP system. The selection committee reviewed the five proposals and selected Freese and Nichols (FNI) for scope and fee negotiations. Mr. Barth reported that staff has negotiated a scope and fee for a professional services agreement (PSA) with FNI for design and construction services. At the conclusion of the assessment, staff will return to SUA Trustees to request an amendment to the PSA with FNI for design and construction services.

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE DZIALOWSKI TO AUTHORIZE GENERAL MANAGER TO EXECUTE THE PSA; AUTHORIZE THE TOTAL EXPENDITURES NOT-TO-EXCEED \$175,700, WHICH INCLUDES A 10% CONTINGENCY AND APPROVE THE RELATED BUDGET AMENDMENT.

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

## 6. 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: No report.
  - i) Discussion about scheduling items for upcoming meetings

## 7. QUESTIONS & INQUIRIES

None.

## 8. ADJOURN

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE WEDLAKE TO ADJOURN THE AUGUST 16, 2021 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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



The August 16, 2021 regular meeting of the Stillwater Utilities Authority adjourned at 7:13 p.m.



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**WILLIAM H. JOYCE, CHAIR  
STILLWATER UTILITIES AUTHORITY**



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**TERESA KADAVY, SECRETARY  
STILLWATER UTILITIES AUTHORITY**