

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED SEPTEMBER 29, 2021 AT 3:00 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
OCTOBER 4, 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 6:16 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of September 20, 2021
- b. Approve budget amendment transferring \$356,000 from Stillwater Utilities Authority into the Capital Fund for the purchase of new IT equipment

MOTION BY TRUSTEE WEDLAKE, SECOND BY TRUSTEE DZIALOWSKI 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 budget amendment appropriating an additional \$7,340,552 from the RSF for the ODOT 6th Avenue from Western Road to Perkins Road rebuild project for a total project cost of \$14,840,552.

Electric Utility Director Loren Smith stated that on November 16, 2020 Trustees approved the transmission and distribution relocation project on 6th Avenue. Staff released a request for proposals for engineering services required to design the modifications needed for the project, bidding for the procurement packages, easement acquisition and construction management. Mr. Smith reported that seven firms submitted statements of qualifications and after an extensive evaluation by the project team it was determined that Burns & McDonnell was the best qualified to provide these services. Staff negotiated

a professional services agreement with Burns & McDonnell for the services needed for the project. Mr. Smith stated that on November 16, 2020, SUA Trustees authorized staff to proceed with the project at an estimated project cost of \$7,500,000. Costs provided at that time were based on previous projects, but there were some items for which staff did not have pricing information. After a detailed review and analysis, Burns & McDonnell estimates that the project cost is closer to \$14,200,000. Staff is seeking approval to appropriate an additional \$7,340,552 from the RSF to add to the previously appropriated \$7,500,000 for a total of \$14,840,552 for the project.

Mr. Smith gave a brief overview of the project from Western to Perkins Road down 6th Avenue. He also discussed the multimodal gravel trail that will connect 12th Street to Western.

MOTION BY TRUSTEE HAWKINS, SECOND BY VICE CHAIR ZANNOTTI TO APPROVE THE BUDGET AMENDMENT APPROPRIATING AN ADDITIONAL \$7,340,552 FROM THE RSF FOR THE ODOT 6TH AVENUE FROM WESTERN ROAD TO PERKINS ROAD REBUILD PROJECT FOR A TOTAL PROJECT COST OF \$14,840,552.

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

- b. Approve professional services agreement with Burns & McDonnell for engineering services associated with the relocation of electrical lines for the ODOT rebuild of 6th Avenue from Western Road to Perkins Road, and authorize the General Manager to sign contract documents.

Electric Utility Director Loren Smith stated this item goes with the report on item a.

MOTION BY VICE CHAIR ZANNOTTI, SECOND BY TRUSTEE HAWKINS TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH BURNS & MCDONNELL FOR ENGINEERING SERVICES FOR THE ODOT 6TH AVENUE FROM WESTERN ROAD TO PERKINS ROAD REBUILD PROJECT AND AUTHORIZE THE GENERAL MANAGER TO SIGN CONTRACT DOCUMENTS.

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 OCTOBER 4, 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 October 4, 2021 regular meeting of the Stillwater Utilities Authority adjourned at 6:27 p.m.

WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY

TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY

DRAFT