

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AMENDED AGENDA
WAS POSTED MARCH 4, 2022 AT 10:45 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MARCH 7, 2022**

PRESENT: CHAIR WILLIAM H. JOYCE, VICE CHAIR ALANE ZANNOTTI
TRUSTEES AMY DZIALOWSKI, CHRISTIE HAWKINS AND KEVIN CLARK
ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:27 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of February 14, 2022
- b. Approve Blue Peak pole attachment agreement #3

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

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-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. Authorize staff to enter into an agreement for services with Ripple Glass for transport of recycled glass at no charge, and authorize the General Manager to sign the agreement

Waste Management Director Chris Knight reported that on February 14, 2022, Trustees approved entering into a contract with Tulsa Recycle & Transfer, Inc. for recyclable material processing services. Even though there was an option to include glass in the contract, there would be an additional cost of \$19 per ton for the entirety of the contract for all the commodities to be processed if glass is included. Mr. Knight stated that Ripple Glass of Kansas City is willing to transport the City's recycled glass for no charge when the quantity equals 20 tons. Ripple Glass processes the glass at its facility to ensure it is ready to be sent to the end-users. He reported that Waste Management will construct a bunker to store the glass at a cost of approximately \$10,000.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO AUTHORIZE STAFF TO ENTER INTO AN AGREEMENT FOR SERVICES WITH RIPPLE GLASS FOR TRANSPORT OF RECYCLED GLASS AT NO CHARGE AND AUTHORIZE THE GENERAL MANAGER TO SIGN THE AGREEMENT.

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

- b. Consider and take possible action regarding options for the commercial cardboard recycling program

Waste Management Director Chris Knight reported that the current recycling processing contract with Cedar Creek Farms allows for the use of cardboard recycling roll-off containers to collect cardboard from 60 commercial customers. The use of these containers will no longer be available once the contract with Cedar Creek Farms ends June 30, 2022. Mr. Knight stated the cost to purchase the 60 recycling roll-off containers would be approximately \$600,000. He reported that Resolution SUA-2012-3 established a fee structure for customers participating in the commercial cardboard recycling program but the fee schedule has never been implemented. Mr. Knight stated that a decision will need to be made before the contract with Cedar Creek Farms ends whether to continue or discontinue this service. He presented four different scenarios to the Trustees regarding this commercial cardboard recycling program.

Discussion was held regarding the commercial cardboard recycling program. Trustees directed staff to continue researching various options and to develop a questionnaire for the commercial cardboard customers and then bring the findings back to the Trustees at the March 21, 2022 SUA meeting.

No action was taken on this item.

- c. Consider authorizing Stillwater Electric Utility expenditures up to \$775,000 and approval of budget amendment appropriating expenditures from the Electric Rate Stabilization Fund for the purchase of two digger derrick trucks, one dump truck, and one flatbed heavy duty equipment trailer

Electric Utility Director Loren Smith reported that Electric Distribution has three vehicles and one piece of equipment that have reached their end of service life and are due to be replaced in FY22. Funds are available in the electric rate stabilization fund and will be appropriated by approval of the attached budget amendment.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO AUTHORIZE STILLWATER ELECTRIC UTILITY EXPENDITURES UP TO \$775,000 AND APPROVE BUDGET AMENDMENT APPROPRIATING EXPENDITURES FROM THE ELECTRIC RATE STABILIZATION FUND FOR THE PURCHASE OF TWO DIGGER DERRICK TRUCKS, ONE DUMP TRUCK AND ONE FLATBED HEAVY DUTY EQUIPMENT TRAILER.

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

- d. Consider and take possible action regarding additional raw water storage options at Boomer Lake, Lake McMurtry, or within a new in-ground facility

Capital Project Manager David Barth stated that the City of Stillwater has a single water supply and a single raw waterline that extends 36 miles from Kaw Lake to the Water Treatment Plant (WTP). The WTP has

four million gallons of raw water storage. Raw waterline leaks are becoming more frequent and must be repaired while the raw waterline is in service. Mr. Barth reported that OSU is able to provide some water to the City during an emergency but this alternative is not viable for an extended period of time and will not meet the current or future demand by customers. He stated that during summer 2021, staff began working with Carollo (Engineer) and Burns & McDonnell (Construction Manager at Risk) to identify and evaluate additional raw water storage alternatives. The team evaluated and provided cost estimates for the following alternatives:

- Boomer Lake
- Lake McMurtry
- New In-Ground Storage

Mr. Barth presented the options for the three additional raw water storage alternatives listed above. Discussion was held on each of the alternatives.

MOTION BY VICE CHAIR ZANNOTTI, SECOND BY TRUSTEE CLARK TO DIRECT STAFF TO BEGIN NEGOTIATIONS WITH THE ENGINEER/CMAR TEAM FOR ADDITIONAL RAW WATER STORAGE AT LAKE MCMURTRY.

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

- e. Approve sole source purchase from Powell in an amount not to exceed \$85,000 to design, manufacture, and install two new sections of non-segregated bus duct for installation on two station service transformers at the Stillwater Energy Center and authorize General Manager to sign purchase documents

Electric Utility Director Loren Smith stated that during final commissioning of the Stillwater Energy Center, it was found that there was phase shift between the 480V switchgears that powers the auxiliaries to the engines and the switchgear that power the ancillary services to the plant. The phase shift creates a scenario where the two switchgears are not able to be tied together without one or the other being de-energized. The ability to not seamlessly transfer between the switchgears limits staff's ability to effectively provide redundancy to the facility without an outage. Mr. Smith stated that in order to correct the phasing issue, two new pieces of non-segregated phase bus duct needs to be manufactured and installed on two station service transformers. Powell furnished the original equipment and they maintain the original design drawings and documents. Powell's bus ducts are not directly interchangeable with other OEM manufacturers and would require significant customization to be compatible with other manufacturers; thus resulting in significant additional costs and lead time if another manufacturer was used. Based on the original design specifications and Powell's bus duct that is in place, there is no other option to meet compatibility needs that would not potentially compromise warranty and/or certification of installation. Mr. Smith stated due to the aforementioned reasons, the design, manufacture, and installation will need to be completed as a sole source purchase. Staff has received a quote from Powell for \$78,001 to design, manufacture and install the two new sections of non-segregated bus duct.

MOTION BY VICE CHAIR ZANNOTTI, SECOND BY TRUSTEE HAWKINS TO APPROVE THE SOLE SOURCE PURCHASE FROM POWELL FOR A NOT TO EXCEED COST OF \$85,000 SUBJECT TO SATISFACTORY NEGOTIATION OF THE TERMS AND CONDITIONS OF THE PURCHASE AND AUTHORIZE THE GENERAL MANAGER TO SIGN AGREEMENT DOCUMENTS.

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

6. RESOLUTIONS

- a. Resolution No. SUA 2022-1: A resolution engaging underwriters and establishing parameters for the issuance of taxable refunding bonds for the purpose of refunding a portion of the authority's outstanding utility system and sales tax revenue bonds, Series 2014a; and providing other details

Councilor Clark left the dais and recused from voting on this item. Councilor Clark stated that as a financial advisor, his company will not allow him to participate on anything to do with bonds.

MOTION BY VICE CHAIR ZANNOTTI, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA-2022-1 AS PRESENTED.

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

- b. Resolution No. SUA-2022-2: A resolution authorizing the decommissioning of three 2MW diesel generation units located at Boomer Lake Station and one 2MW diesel generation unit located at the Water Treatment Plant; and authorizing the general manager to execute an amendment to the GRDA Power Purchase Agreement to remove the decommissioned generation units

Electric Utility Director Loren Smith reported that the developer of Boomer Lake Station (BLS) Redevelopment project has requested the three 2MW diesel gensets be removed from the site primarily due to noise issues and spacing for future development on the site. SUA currently receives approximately \$259,200 a year in capacity payment for four 2MW diesel gensets.

Mr. Smith stated that staff researched two options: relocation and decommission. The cost estimate to relocate the gensets would be \$2,500,000. Staff does not believe it would be economically feasible to relocate the gensets in order to continue to receive a capacity payment from GRDA.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA 2022-2 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-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: No report.
 - i) Discussion about scheduling items for upcoming meetings

8. QUESTIONS & INQUIRIES

None.

9. ADJOURN

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE MARCH 7, 2022 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The March 7, 2022 regular meeting of the Stillwater Utilities Authority adjourned at 7:38 p.m.

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

**TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY**

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