

Choctaw Utilities Authority
Regular Board of Trustees Meeting No. 03
February 4, 2020 @ 7:00pm or Immediately
Following the City Council Meeting
Choctaw City Hall, 2500 N Choctaw Road
Choctaw, Oklahoma 73020

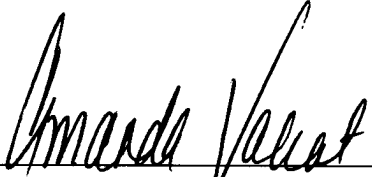
1. **Call to Order.**
2. **Roll Call.**
3. **Public Comments:** This agenda item is for public comments on utility related non-agenda items. In accordance with State law, the Board of Trustees and Trust Staff are not allowed to respond to any comments made. Preference will be given to Choctaw Citizens and NO formal action will be taken. Speakers are limited to 3 minutes for a total of 15 minutes.
4. **Business Agenda:** The following items are hereby designated for discussion and consideration which requires individual action.
5. **Consent Agenda:** The following items are hereby designated for routine approval, acceptance or acknowledgment by one motion, subject to any conditions included therein. If any item does not meet with the approval of all members, that item will be heard in regular order.
 - 5.1 Regular Pre-Meeting minutes for 01-21-20
 - 5.2 Regular Meeting minutes for 01-21-20
 - 5.3 Vouchers and Claims as approved by the Executive Director:
 1. 01-28 Claims: \$ 199,527.00
 2. 01-29 Claims: \$ 6,935.71
 - 5.5 Bi-weekly payroll in the amount of:
 1. 01-31 Payroll: \$ 22,500.13
 2. 02-14 Payroll: \$ 25,000.00
6. **New Business:** This item is listed to provide the opportunity for trustee discussion on items which may arise within twenty-four (24) hours prior to this meeting, and therefore, qualify as new business under the Oklahoma Open Meeting Act.

7. **Trustee/Staff Remarks:** This item is listed to provide an opportunity for the trustees and/or staff to make comments and/or request specific agenda items. No action will be taken.

- 7.1 Board of Trustees;
- 7.2 Trust Attorney;
- 7.3 Executive Director; and
- 7.4 Project Updates

8. **Adjournment:**

This agenda was posted in prominent public view at Choctaw City Hall on or prior to 5:00pm on January 31, 2020, in accordance with the Oklahoma Open Meeting Act.



Amanda Valent, City Clerk

THE CHOCTAW UTILITIES AUTHORITY ENCOURAGES PARTICIPATION FROM ALL ITS CITIZENS. IF PARTICIPATION AT ANY PUBLIC MEETING IS NOT POSSIBLE DUE TO A DISABILITY, PLEASE NOTIFY THE CITY CLERK AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO THE SCHEDULED MEETING SO THAT NECESSARY ACCOMMODATIONS CAN BE MADE. ACCESS TO RESTROOMS DURING THE MEETING WILL BE AVAILABLE UPON REQUEST TO CITY STAFF.

City of Choctaw and Choctaw Utilities Authority
Regular Pre-Meeting of the City Council/Board of Trustees No. 02
January 21, 2020 @ 6:30pm
Choctaw City Hall, 2500 N Choctaw Road
Choctaw, Oklahoma 73020
Meeting held in Conference Room

MINUTES

1. **Call to Order @ 6:30pm**

7 **Present:** Chad Williams; Mike Birdsong; Jeannie Abts
Roger Malone; Steve Krieske; Dale Gill; Randy Ross

0 **Absent:** None

Staff Present: Ed Brown, City Manager/Executive Director;
Ray Vincent/City Attorney; Lira Deer/HR Director; Tanner
McGuire/Park & Recreation Director; Tracy Jordan/Finance
Director; Kelly Marshall/Chief of Police; Amanda Valent/City
Clerk

2. **Business Agenda:** The following items are hereby designated for discussion only.

2.1 Staff briefing and clarification on agenda items.

City Manager/Executive Director briefed the City Council/Board of Trustees on each agenda item and answered any questions.

2.2 Staff briefing on current and upcoming projects and/or issues relating to the City and CUA.

City Manager/Executive Director briefed Council/Board on current and upcoming projects and or issues relating to the City.

3. **Adjournment:**
Called @ 6:58pm.

CHOCTAW UTILITIES AUTHORITY

ATTEST:

Amanda Valent, City Clerk

Randy Ross, Chairman

**Choctaw Utilities Authority
Regular Board of Trustees Meeting No. 02
January 21, 2020 @ 7:00pm or Immediately
Following the City Council Meeting
Choctaw City Hall, 2500 N Choctaw Road
Choctaw, Oklahoma 73020**

MINUTES

1. Call to Order by **Chairman @ 7:06pm.**

2. **Roll Call:**

7 **Present:** **Chad Williams; Mike Birdsong; Jeannie Abts
Roger Malone; Steve Krieske; Dale Gill; Randy Ross**

0 **Absent:** **None**

Staff Present: **Ed Brown, City Manager/Executive Director;
Ray Vincent/City Attorney; Lira Deer/HR Director; Tanner
McGuire/Park & Recreation Director; Tracy Jordan/Finance
Director; Kelly Marshall/Chief of Police; Amanda Valent/City
Clerk**

3. **Public Comments:** This agenda item is for public comments on utility related non-agenda items. Preference will be given to Choctaw Citizens and NO formal action will be taken. Speakers are limited to 3 minutes for a total of 15 minutes.

None.

4. **Business Agenda:** The following items are hereby designated for discussion and consideration which requires individual action.

4.1 Approve the agreement between the Choctaw Utilities Authority and Municipal Finance Services LLC for Utility Fee Study Consulting Services.

MOTION BY Chad Williams and SECOND BY Jeannie Abts to approve the agreement as presented.

MOTION CARRIED:

7 **Ayes:** **Williams, Birdsong, Abts, Malone, Krieske, Gill, Ross**

0 **Nays:** **None**

0 Absent: None

5. Consent Agenda: The following items are hereby designated for routine approval, acceptance or acknowledgment by one motion, subject to any conditions included therein. If any item does not meet with the approval of all members, that item will be heard in regular order.

5.1 Regular Pre-Meeting minutes for 01-07-20

5.2 Regular Meeting minutes for 01-07-20

5.3 Vouchers and Claims as approved by the Executive Director:

1. 01-14 Claims: \$ 15,984.40

5.4 Credit Card payments in the amount of \$775.51

5.5 Vouchers and claims as approved by the Board of Trustees in the amount of \$74,968.55

5.6 Bi-weekly payroll in the amount of:

1. 01-17 Payroll: \$ 23,915.12

2. 01-31 Payroll: \$ 25,000.00

MOTION BY Jeannie Abts and SECOND BY Steve Krieske to approve the Consent Agenda as presented.

MOTION CARRIED:

7 Ayes: Williams, Birdsong, Abts, Malone, Krieske, Gill, Ross

0 Nays: None

0 Absent: None

6. New Business: This item is listed to provide the opportunity for trustee discussion on items which may arise within twenty-four (24) hours prior to this meeting, and therefore, qualify as new business under the Oklahoma Open Meeting Act.

None.

7. Trustee/Staff Remarks: This item is listed to provide an opportunity for the trustees and/or staff to make comments and/or request specific agenda items. No action will be taken.

7.1 Board of Trustees;

7.2 Trust Attorney;

7.3 Executive Director; and

7.4 Project Updates

None.

- 8. Adjournment:
Adjourned @ 7:08pm.**

CHOCTAW UTILITIES AUTHORITY

Randy Ross, Chairman

ATTEST:

Amanda Valent, City Clerk



Choctaw, OK

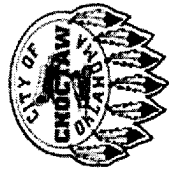
Receipt Register - Abridged - for Council packet

POPKT00446 - 20-01-28 CUA PAYABLES

Vendor Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Vendor Amount Item Amount
CUA: 0110864 - DOLESE BROTHERS CO REQ02666	AG19154252	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	50,476.90
	AG19154253	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	6,064.47
	AG19158602	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	1,288.56
	AG19162086	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	5,196.21
	RM19060556	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	5,227.66
	RM19060935	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	1,995.00
	RM19061496	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	7,980.00
	RM19062305	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	2,992.50
	RM19062911	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	3,230.00
	RM19063245	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	997.50
	RM19064450	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	7,505.00
	RM19064837	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	7,600.00
						400.00
CUA: 011228 - FORTILINE INC REQ02668	4806363	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	1,180.00
CUA: 0110833 - HCCCO LLC REQ02665	25	CUA AP	01/28/2020	WW/PLANT CONSTRUCTION	66-620-640500 - EQUIPMENT & MACHINERY - WW/PLANT	147,870.10

Report Total: 199,527.00

AG 1/28/2020
29 Jan 2020



Choctaw, OK

Receipt Register - Abridged - for Council packet

POPKT00448 - 20-01-29 CUA PAYABLES

Vendor	Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Vendor Amount Item Amount
CUA: 010253 - B.I.C.I. LLC	REQ02545	2183	CUA AP	01/29/2020	Degreasing chemicals for wwtp	61-910-622000 - REPAIR & MAINTENANCE SUPPLIES	928.10 928.10
CUA: 000142 - BRENNITAG SOUTHWEST INC	REQ02244	BSW174218	CUA AP	01/29/2020	chlorine for wells	61-810-622000 - REPAIR & MAINTENANCE SUPPLIES	1,798.15
CUA: 0002605	REQ02605		CUA AP	01/29/2020	chlorine for wells	61-810-622000 - REPAIR & MAINTENANCE SUPPLIES	298.15 1,500.00
CUA: 011263 - CINTAS CORPORATION	REQ01572	4040538394	CUA AP	01/29/2020	Uniform Services for Golf Course Laborers	67-670-634500 - CONTRACTUAL SERVICES	47.96 47.96
CUA: 010047 - CORE & MAIN LP	REQ02508	L745411	CUA AP	01/29/2020	5/8 in meters/2in meter /2 hyd flush meters	61-810-622000 - REPAIR & MAINTENANCE SUPPLIES	2,355.00 2,355.00
CUA: 010479 - ENVIRONMENTAL TESTING INC	REQ00394	E0A0118	CUA AP	01/29/2020	YEARLY LAB TESTING	61-910-634500 - CONTRACTUAL SERVICE	280.00
CUA: 000408 - HUNZICKER BROTHERS INC	REQ00518	S2196046.001	CUA AP	01/29/2020	YEARLY LAB TESTING	61-910-634500 - CONTRACTUAL SERVICE	140.00 140.00
CUA: 000454 - LANGSTONS	REQ02351	83899 01-17-20	CUA AP	01/29/2020	fuses	61-810-622000 - REPAIR & MAINTENANCE SUPPLIES	50.82 50.82
CUA: 000544 - NICOMA PARK LUMBER CO	REQ02592	I10285965	CUA AP	01/29/2020	Coats & Overalls & Boots for Labores	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	969.91 969.91
REQ02599	REQ02634	I10285950	CUA AP	01/29/2020	Nails for Golf Course Bridges	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	353.07
REQ02635	REQ02635	I10286655	CUA AP	01/29/2020	Nuts & Bolts for Golf Bridge Repair	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	8.96
		I10286432	CUA AP	01/29/2020	Concrete for bridges and power drill	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	39.63
		I10286466	CUA AP	01/29/2020	Screws for Bridges at Golf Course	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	257.79
			CUA AP	01/29/2020	Screws for Bridges at Golf Course	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	36.79 9.90
CUA: 000560 - OFFICE DEPOT CREDIT PLAN	REQ02639	430139201001	CUA AP	01/29/2020	office supplies	61-810-620500 - OFFICE SUPPLIES	137.43 137.43

Receipt Register - Abridged - for Council packet

POPKT00448 - 20-01-29 CUA PAYABLES

Vendor	Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Item Amount	Vendor Amount
	CUA: 000558	O'REILLY AUTOMOTIVE STORES					15.27	
	REQ02104	0328-167129	CUA AP	01/29/2020	water fleet parts	61-810-621500 - FLEET PARTS & SUPPLIES	15.27	

Report Total: 6,935.71

Handwritten signature and date:
 [Signature]
 20 JAN 2020

Payroll Summary Register

Choctaw, OK

1/31/2020 9:56:22 AM

Payroll Summary

Packet PYPKT00738 - 2020-1-31 FIRE
Payroll Set 01 - CITY PAYROLL
Department All - All Department Codes

Pay Period: 1/20/2020 - 2/2/2020

Employees Paid 98

Total Earnings	<u>16,879.60</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>2,454.57</u>	Total Employer Expenses	<u>6,728.19</u>	Regular	9
Total Taxes	<u>2,067.11</u>				
	<hr/>				
Net Pay	12,357.92	Total Direct Deposits	<u>12,357.92</u>		
		Total Check Amount	0.00		

Packet PYPKT00742 - 2020-1-31 CUA
Payroll Set 02 - CUA PAYROLL
Department All - All Department Codes

Pay Period: 1/12/2020 - 1/25/2020

Employees Paid 98

Total Earnings	<u>30,297.85</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>2,639.04</u>	Total Employer Expenses	<u>11,673.89</u>	Regular	27
Total Taxes	<u>5,158.68</u>				
	<hr/>				
Net Pay	22,500.13	Total Direct Deposits	<u>20,532.52</u>		
		Total Check Amount	1,967.61		

Packet PYPKT00744 - 20-1-31 CITY
Payroll Set 01 - CITY PAYROLL
Department All - All Department Codes

Pay Period: 1/12/2020 - 1/25/2020

Employees Paid 98

Total Earnings	<u>89,424.53</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>10,131.00</u>	Total Employer Expenses	<u>32,220.03</u>	Regular	62
Total Taxes	<u>13,943.33</u>				
	<hr/>				
Net Pay	65,350.20	Total Direct Deposits	<u>63,610.31</u>		
		Total Check Amount	1,739.89		