

**Choctaw Utilities Authority**  
**Regular Board of Trustees Meeting No. 10**  
**April 21, 2020 @ 7:00pm or Immediately**  
**Following the City Council Meeting**  
**Choctaw City Hall, 2500 N Choctaw Road**  
**Choctaw, Oklahoma 73020**

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In accordance with Senate bill 661, which temporarily modified the Open Meeting Act as approved by Governor Stitt on March 18, 2020, the Choctaw Utilities Authority will host a virtual meeting option until the State of Emergency is lifted. Please join us using either option.

Teleconference dial in number: +1 301 715 8592

Conference ID: 836 2526 1336

Meeting Password: 021850

Join Meeting:

<https://us02web.zoom.us/j/83625261336?pwd=T3FNS2s3UTllcE55S0c0c311dUVsZz09>

1. **Call to Order.**
2. **Roll Call.**  
Mayor Randy Ross, Council Members Chad Williams, Mike Birdsong, Jeannie Abts, Roger Malone, Steve Krieske and Dale Gill will be attending the meeting via teleconference.
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 04-07-20
  - 5.2 Regular Meeting minutes for 04-07-20
  - 5.3 Vouchers and Claims as approved by the Executive Director:

1. 04-09 Claims: \$ 6,752.06
2. 04-16 Claims: \$ 5,966.26

**5.4** Bi-weekly payroll in the amount of:

1. 04-10 Payroll: \$ 21,066.37
2. 04-24 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 April 17, 2020, in accordance with the Oklahoma Open Meeting Act.*

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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. 09**  
**April 7, 2020 @ 6:00pm**  
**Choctaw City Hall, 2500 N Choctaw Road**  
**Choctaw, Oklahoma 73020**  
**Meeting held in Conference Room**

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**MINUTES**

In accordance with Senate bill 661, which temporarily modified the Open Meeting Act as approved by Governor Stitt on March 18, 2020, the Choctaw City Council hosted a virtual meeting option for the Regular Pre-Meeting of the City Council/Board of Trustees on April 7, 2020 at 6:30pm using the following options:

Teleconference dial in number: +1 301 715 8592

Conference ID: 603 021 450

Meeting Password: 016949

Join Meeting:

<https://us04web.zoom.us/j/603021450?pwd=eTRVK0dCdVVPdVRBaGhFWnF2TjFmUT09>

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

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

**0 Absent: None**

**Staff Present: Ed Brown, City Manager/Executive Director;  
Ray Vincent/City Attorney; Lira Deer/HR Director  
(teleconference); Kelly Marshall/Chief of Police  
(teleconference); Amanda Valent/City Clerk; Guy  
Henson/Development Services Director (teleconference); Purvi  
Patel/City Planner**

**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 @ 6:58 pm.**

**CHOCTAW UTILITIES AUTHORITY**

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Randy Ross, Chairman

**ATTEST:**

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Amanda Valent, City Clerk

**Choctaw Utilities Authority**  
**Regular Board of Trustees Meeting No. 09**  
**March 17, 2020 @ 7:00pm or Immediately**  
**Following the City Council Meeting**  
**Choctaw City Hall, 2500 N Choctaw Road**  
**Choctaw, Oklahoma 73020**

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**MINUTES**

In accordance with Senate bill 661, which temporarily modified the Open Meeting Act as approved by Governor Stitt on March 18, 2020, the Choctaw City Council hosted a virtual meeting option for the Regular Pre-Meeting of the City Council/Board of Trustees on April 7, 2020 at 7:00pm using the following options:

Teleconference dial in number: +1 301 715 8592

Conference ID: 603 021 450

Meeting Password: 016949

Join Meeting:

<https://us04web.zoom.us/j/603021450?pwd=eTRVK0dCdVVPdVRBaGhFWnF2TjFmUT09>

1. Call to Order by **Chairman @ 7:20pm.**

2. **Roll Call:**

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

**0 Absent: None**

**Staff Present: Ed Brown, City Manager/Executive Director;  
Ray Vincent/City Attorney; Lira Deer/HR Director  
(teleconference); Kelly Marshall/Chief of Police  
(teleconference); Amanda Valent/City Clerk; Guy  
Henson/Development Services Director (teleconference); Purvi  
Patel/City Planner**

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.

**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 03-17-20

5.2 Regular Meeting minutes for 03-17-20

5.3 Vouchers and Claims as approved by the Executive Director:

- |    |                     |    |           |
|----|---------------------|----|-----------|
| 1. | 03-13 Credit Cards: | \$ | 201.41    |
| 2. | 03-19 Claims:       | \$ | 10,737.92 |
| 3. | 03-26 Claims:       | \$ | 75,725.23 |
| 4. | 04-01 Refunds:      | \$ | 1,335.44  |
| 5. | 04-02 Claims:       | \$ | 22,787.86 |

5.4 Bi-weekly payroll in the amount of:

- |    |                |    |           |
|----|----------------|----|-----------|
| 1. | 03-27 Payroll: | \$ | 22,033.73 |
| 2. | 04-10 Payroll: | \$ | 25,000.00 |

**MOTION BY Chad Williams and SECOND BY Steve Krieske to approve the Consent Agenda as presented.**

**MOTION CARRIED:**

|   |                |                                                              |
|---|----------------|--------------------------------------------------------------|
| 7 | <b>Ayes:</b>   | <b>Williams, Birdsong, Abts, Malone, Krieske, Gill, Ross</b> |
| 0 | <b>Nays:</b>   | <b>None</b>                                                  |
| 0 | <b>Absent:</b> | <b>None</b>                                                  |

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 @ 7:21pm.**

**CHOCTAW UTILITIES AUTHORITY**

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Randy Ross, Chairman

**ATTEST:**

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Amanda Valent, City Clerk



Choctaw, OK

# Receipt Register - Abridged - for Council packet

POPKT00521 - 04-09-20 CUA PAYABLES

| Vendor | Purchase Order                              | Invoice              | Bank Code | Post Date  | Description:                                | Account                                       | Vendor Amount | Item Amount |
|--------|---------------------------------------------|----------------------|-----------|------------|---------------------------------------------|-----------------------------------------------|---------------|-------------|
|        | CUA: 011263 - CINTAS CORPORATION            |                      |           |            |                                             |                                               | 313.79        |             |
|        | REQ01572                                    | 4047344824           | CUA AP    | 04/09/2020 | Uniform Services for Golf Course Laborers   | 61-670-634500 - CONTRACTUAL SERVICES          | 66.77         |             |
|        | REQ03283                                    | 4047344879           | CUA AP    | 04/09/2020 | UNIFORMS - WATER                            | 61-810-636000 - UNIFORMS                      | 230.30        |             |
|        |                                             |                      |           |            | UNIFORMS - WATER                            | 61-910-636000 - UNIFORMS                      | 16.72         |             |
|        | CUA: 000216 - COMTEC ELECTRONIC SYSTEMS INC |                      |           |            |                                             |                                               | 240.00        |             |
|        | REQ03259                                    | 244668               | CUA AP    | 04/09/2020 | yearly plan                                 | 61-810-633000 - PROFESSIONAL SERVICES         | 240.00        |             |
|        | CUA: 010047 - CORE & MAIN LP                |                      |           |            |                                             |                                               | 700.00        |             |
|        | REQ02508                                    | M122776              | CUA AP    | 04/09/2020 | 5/8 in meters/2in meter /2 hyd flush meters | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 245.00        |             |
|        | REQ02713                                    |                      | CUA AP    | 04/09/2020 | 5/8 in meters/2in meter /2 hyd flush meters | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 455.00        |             |
|        | CUA: 000544 - NICOMA PARK LUMBER CO         |                      |           |            |                                             |                                               | 41.58         |             |
|        | REQ02752                                    | 110298360            | CUA AP    | 04/09/2020 | misc items                                  | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 27.92         |             |
|        |                                             | 110298701            | CUA AP    | 04/09/2020 | misc items                                  | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 13.66         |             |
|        | CUA: 000552 - O G & E ELECTRIC SERVICES     |                      |           |            |                                             |                                               | 4,422.84      |             |
|        | REQ03235                                    | 833415-3 APR 20      | CUA AP    | 04/09/2020 | vo-tech lift station                        | 61-900-631000 - UTILITY SERVICES              | 70.11         |             |
|        | REQ03236                                    | 850638-8 APR 20      | CUA AP    | 04/09/2020 | 4th st well                                 | 61-810-631000 - UTILITY SERVICES              | 44.62         |             |
|        | REQ03271                                    | 131431463-2 APR 20   | CUA AP    | 04/09/2020 | blgd 800 electric                           | 61-810-631000 - UTILITY SERVICES              | 50.18         |             |
|        | REQ03272                                    | 131488496-4 APR 20   | CUA AP    | 04/09/2020 | blgd 500 and 700                            | 61-910-631000 - UTILITY SERVICES              | 4,233.19      |             |
|        |                                             | 769737-8 APR 20      | CUA AP    | 04/09/2020 | blgd 500 and 700                            | 61-910-631000 - UTILITY SERVICES              | 24.74         |             |
|        | CUA: 000580 - OKLAHOMA CONTRACTOR'S SUPPLY  |                      |           |            |                                             |                                               | 560.00        |             |
|        | REQ03200                                    | 0359633-IN           | CUA AP    | 04/09/2020 | misc repair parts                           | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 395.00        |             |
|        |                                             | 0359634-IN           | CUA AP    | 04/09/2020 | misc repair parts                           | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 165.00        |             |
|        | CUA: 000600 - OKLAHOMA NATURAL GAS CO       |                      |           |            |                                             |                                               | 64.05         |             |
|        | REQ03242                                    | 211359717252490582 / | CUA AP    | 04/09/2020 | 36th well                                   | 61-810-631000 - UTILITY SERVICES              | 21.35         |             |
|        | REQ03274                                    | 210311346252490691 / | CUA AP    | 04/09/2020 | well electric (I.M. & Reno)                 | 61-810-631000 - UTILITY SERVICES              | 21.35         |             |
|        |                                             | 211359717252491100 / | CUA AP    | 04/09/2020 | well electric (I.M. & Reno)                 | 61-810-631000 - UTILITY SERVICES              | 21.35         |             |
|        | CUA: 000610 - OMES-CENTRAL PRINTING         |                      |           |            |                                             |                                               | 349.80        |             |
|        | REQ03269                                    | 23201697             | CUA AP    | 04/09/2020 | UTILITY BILLS AND INSERTS                   | 69-690-630500 - MISCELLANEOUS SERVICES        | 349.80        |             |



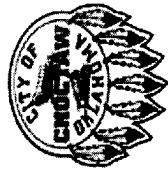
Receipt Register - Abridged - for Council packet

POPKT00521 - 04-09-20 CUA PAYABLES

| Vendor | Purchase Order                        | Invoice | Bank Code | Post Date  | Description:        | Account                              | Item Amount | Vendor Amount |
|--------|---------------------------------------|---------|-----------|------------|---------------------|--------------------------------------|-------------|---------------|
|        | CUA: 011220 - TYLER PEST SOLUTION LLC | 8014    | CUA AP    | 04/09/2020 | Monthly Maintenance | 67-670-634500 - CONTRACTUAL SERVICES | 60.00       | 60.00         |

Report Total: 6,752.06

*APPROVED*



Choctaw, OK

# Receipt Register - Abridged - for Council packet

POPKT00526 - 04-16-20 CUA PAYABLES

| Vendor Purchase Order                      | Invoice    | Bank Code | Post Date  | Description:                              | Account                                       | Vendor Amount<br>Item Amount |
|--------------------------------------------|------------|-----------|------------|-------------------------------------------|-----------------------------------------------|------------------------------|
| CUA: 011263 - CINTAS CORPORATION           |            |           |            |                                           |                                               | 130.78                       |
| REQ00527                                   | 4047917730 | CUA AP    | 04/16/2020 | Bathroom Cleaning Service for a year      | 67-670-634500 - CONTRACTUAL SERVICES          | 64.01                        |
| REQ01572                                   | 4047917861 | CUA AP    | 04/16/2020 | Uniform Services for Golf Course Laborers | 67-670-634500 - CONTRACTUAL SERVICES          | 66.77                        |
| CUA: 010479 - ENVIRONMENTAL TESTING INC    |            |           |            |                                           |                                               | 140.00                       |
| REQ00394                                   | E0D0034    | CUA AP    | 04/16/2020 | YEARLY LAB TESTING                        | 61-910-634500 - CONTRACTUAL SERVICE           | 140.00                       |
| CUA: 000514 - MARC                         |            |           |            |                                           |                                               | 3,228.33                     |
| REQ02404                                   | 0693991-IN | CUA AP    | 04/16/2020 | maintenance chemicals                     | 61-910-622000 - REPAIR & MAINTENANCE SUPPLIES | 78.33                        |
| REQ03239                                   |            | CUA AP    | 04/16/2020 | maintenance chemicals                     | 61-810-630500 - MISCELLANEOUS                 | 3,150.00                     |
| CUA: 000544 - NICOMA PARK LUMBER CO        |            |           |            |                                           |                                               | 23.46                        |
| REQ02752                                   | I10300136  | CUA AP    | 04/16/2020 | misc items                                | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 18.99                        |
|                                            | I10300202  | CUA AP    | 04/16/2020 | misc items                                | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 4.47                         |
| CUA: 000548 - NORTH CENTRAL LABORATORIES   |            |           |            |                                           |                                               | 117.69                       |
| REQ02495                                   | 437681     | CUA AP    | 04/16/2020 | lab supplies                              | 61-910-622000 - REPAIR & MAINTENANCE SUPPLIES | 117.69                       |
| CUA: 000580 - OKLAHOMA CONTRACTOR'S SUPPLY |            |           |            |                                           |                                               | 526.00                       |
| REQ03200                                   | 0359678-IN | CUA AP    | 04/16/2020 | misc repair parts                         | 61-810-622000 - REPAIR & MAINTENANCE SUPPLIES | 526.00                       |
| CUA: 01455 - STORY SITE SOLUTIONS LLC      |            |           |            |                                           |                                               | 1,800.00                     |
| REQ03141                                   | 1064       | CUA AP    | 04/16/2020 | 36th booster station, fence alignment     | 61-810-630500 - MISCELLANEOUS                 | 1,800.00                     |

*AP*  
*APR 17 2020*

Report Total: 5,966.26

# Payroll Summary Register

Choctaw, OK  
4/16/2020 9:06:08 AM

## Payroll Summary

Packet PYPKT00854 - 2020-4-10 CUA PAYROLL  
Payroll Set 02 - CUA PAYROLL  
Department All - All Department Codes

Pay Period: 3/22/2020 - 4/4/2020

**Employees Paid 87**

|                  |                  |                         |                  |            |       |
|------------------|------------------|-------------------------|------------------|------------|-------|
| Total Earnings   | <u>27,874.83</u> | Total Benefit Allowance | <u>0.00</u>      | Input Type | Count |
| Total Deductions | <u>2,275.93</u>  | Total Employer Expenses | <u>10,619.46</u> | Regular    | 28    |
| Total Taxes      | <u>4,532.53</u>  |                         |                  |            |       |
|                  | <hr/>            | Total Direct Deposits   | <u>19,660.89</u> |            |       |
| Net Pay          | 21,066.37        | Total Check Amount      | 1,405.48         |            |       |

Packet PYPKT00858 - 2020-4-10 FIRE PAYROLL  
Payroll Set 01 - CITY PAYROLL  
Department All - All Department Codes

Pay Period: 3/30/2020 - 4/12/2020

**Employees Paid 87**

|                  |                  |                         |                  |            |       |
|------------------|------------------|-------------------------|------------------|------------|-------|
| Total Earnings   | <u>14,458.36</u> | Total Benefit Allowance | <u>0.00</u>      | Input Type | Count |
| Total Deductions | <u>2,335.21</u>  | Total Employer Expenses | <u>6,573.77</u>  | Regular    | 9     |
| Total Taxes      | <u>1,608.78</u>  |                         |                  |            |       |
|                  | <hr/>            | Total Direct Deposits   | <u>10,514.37</u> |            |       |
| Net Pay          | 10,514.37        | Total Check Amount      | 0.00             |            |       |

Packet PYPKT00859 - 2020-4-10 CITY PAYROLL  
Payroll Set 01 - CITY PAYROLL  
Department All - All Department Codes

Pay Period: 3/22/2020 - 4/4/2020

**Employees Paid 87**

|                  |                  |                         |                  |            |       |
|------------------|------------------|-------------------------|------------------|------------|-------|
| Total Earnings   | <u>83,177.54</u> | Total Benefit Allowance | <u>0.00</u>      | Input Type | Count |
| Total Deductions | <u>9,505.00</u>  | Total Employer Expenses | <u>30,707.51</u> | Regular    | 50    |
| Total Taxes      | <u>13,148.40</u> |                         |                  |            |       |
|                  | <hr/>            | Total Direct Deposits   | <u>58,619.53</u> |            |       |
| Net Pay          | 60,524.14        | Total Check Amount      | 1,904.61         |            |       |