

Choctaw Utilities Authority
Regular Board of Trustees Meeting No. 11
May 3, 2022 @ 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 04-19-22
 - 5.2 Regular Meeting minutes for 04-19-22
 - 5.3 Vouchers and Claims as approved by the Executive Director:
 1. 04-21 Claims: \$ 21,732.19
 2. 04-28 Claims: \$ 4,877.72
 - 5.4 Bi-weekly payroll in the amount of:
 1. 04-22 Payroll: \$ 21,493.56
 2. 05-06 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 5:00 pm on April 29, 2022, in accordance with the Oklahoma Open Meeting Act.



Amanda Williams, 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 19, 2022 @ 6:30pm
Choctaw City Hall, 2500 N Choctaw Road
Choctaw, Oklahoma 73020

MINUTES

1. Call to Order @ 6:31 pm

Roll Call:

**7 Present: Chad Williams; Brent Pendergraft; Jeannie Abts;
Donna Morris; Steve Krieske; Rick Modisette;
Randy Ross @ 6:48 pm**

0 Absent: None

**Staff Present: Ronnie J. Guest Jr./City Manager; Cary Simonds/Economic
Development Director; Kelly Marshall/Chief of Police;
Amanda Williams/City Clerk; Lira Deer/Human Resources
Director; Tyler Kilmer/Park & Recreation Director; Purvi
Patel/Development Services Director; Tracy Jordan/Director
of Finance; Randy Jacox/Public Works Director; Ray
Vincent/City Attorney; Loren Bumgarner/Fire Chief; Kerry
Williams/Assistant Fire Chief**

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 and Staff 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 and Staff briefed Council/Board on
current and upcoming projects and or issues relating to the City.**

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

Councilmember Pendergraft stated he has issues with increasing the City Manager’s spending level because of issues like the repair of the Boom Mower, which he does not support. Councilmember Morris suggested lowering the proposed spending level to \$15,000.00 and review the ordinance again in a year to determine if the increased level is sufficient. Tommy Martin, Park Hill (Wentworth PUD), stated he would like 25’ setbacks on Lots 7, 8, 19 and 20 as they are corner lots and a 50’ setback would limit the amount of backyards those lots would have. Development Services Director Patel stated staff would support that request.

- 3. Adjournment:
Called @ 7:09 pm.

ATTEST:

CHOCTAW UTILITIES AUTHORITY

Amanda Williams, City Clerk

Randy Ross, Chairman

**Choctaw Utilities Authority
Regular Board of Trustees Meeting No. 09
April 19, 2022 @ 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 @ 7:40 pm.**
2. **Roll Call:**
 - 7 **Present:** **Chad Williams; Brent Pendergraft; Jeannie Abts; Donna Morris; Steve Krieske; Rick Modisette; Randy Ross**
 - 0 **Absent:** **None**

Staff Present: **Ronnie J. Guest Jr./City Manager; Cary Simonds/Economic Development Director; Kelly Marshall/Chief of Police; Amanda Williams/City Clerk; Lira Deer/Human Resources Director; Tyler Kilmer/Park & Recreation Director; Purvi Patel/Development Services Director; Tracy Jordan/Director of Finance; Randy Jacox/Public Works Director; Ray Vincent/City Attorney; Loren Bumgarner/Fire Chief; Kerry Williams/Assistant Fire Chief**
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 04-05-22
- 5.2 Regular Meeting minutes for 04-05-22
- 5.3 Vouchers and Claims as approved by the Executive Director:
 - 1. 04-04 Refunds: \$ 4,469.02
 - 2. 04-07 Claims: \$ 710,349.96
 - 3. 04-08 Credit Cards: \$ 1,405.70
 - 4. 04-14 Claims: \$ 19,071.79
- 5.4 Bi-weekly payroll in the amount of:
 - 1. 04-08 Payroll: \$ 21,257.81
 - 2. 04-22 Payroll: \$ 25,000.00
- 5.5 Permanent Easement for John Scott, 13829 Redbud Road.

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

MOTION CARRIED:

7 Ayes: Williams, Pendergraft, Abts, Morris, Krieske,
Modisette, Ross
0 Nays: None
0 Absent: None
0 Abstain: 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

8. Adjournment:
Adjourned @ 7:45 pm.

CHOCTAW UTILITIES AUTHORITY

ATTEST:

Amanda Williams, City Clerk

Randy Ross, Chairman



Choctaw, OK

Receipt Register - Abridged - for Council packet

POPKT01513 - 04-21-22 CUA CLAIMS

Vendor	Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Vendor Amount Item Amount
<u>CUA: 01809 - AUTO ZONE INC</u>							16.34
	REQ10255	0562453351	CUA AP	04/21/2022	duct-tape x 2	61-900-622000 - REPAIR/MAINTENANCE SUPPLIES	16.34
<u>CUA: 010453 - BLISS ELECTRIC INC</u>							500.81
	REQ10216	202259474	CUA AP	04/21/2022	REPLACEMENT FOR BURNT WIRING	61-810-622000 - REPAIR & MAINTENANCE SUPPLIES	500.81
<u>CUA: 011263 - CINTAS CORPORATION</u>							45.66
	REQ08492	4116923030	CUA AP	04/21/2022	UNIFORMS FOR GOLF COURSE	67-670-636000 - UNIFORMS	41.06
	REQ09215		CUA AP	04/21/2022	UNIFORMS FOR GOLF COURSE	67-670-634500 - CONTRACTUAL SERVICES	4.60
<u>CUA: 011144 - COCA-COLA SOUTHWEST</u>							657.89
	REQ10259	24712201192	CUA AP	04/21/2022	Concessions	67-670-621002 - OPERATING SUPPLIES: CONCESSIONS	657.89
<u>CUA: 010773 - DAVIS SUPPLY</u>							291.78
	REQ10274	0005647684-001	CUA AP	04/21/2022	Compression Couplers and pipes	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	291.78
<u>CUA: 01017 - HEALTH CARE SERVICE CORPORATION</u>							13,680.99
	REQ10267	0000894039 MAY 22	CUA AP	04/21/2022	HEALTH INSURANCE	61-680-634600 - HEALTH INSURANCE	1,535.28
					HEALTH INSURANCE	61-810-634600 - HEALTH INSURANCE	3,631.94
					HEALTH INSURANCE	61-900-634600 - HEALTH INSURANCE	4,186.14
					HEALTH INSURANCE	61-910-634600 - HEALTH INSURANCE	1,466.21
					HEALTH INSURANCE	67-670-634600 - HEALTH INSURANCE	2,861.42
<u>CUA: 000514 - MARC</u>							4,079.76
	REQ10139	0759200-IN	CUA AP	04/21/2022	Sewer Chemicals	61-900-622001 - CHEMICALS	4,079.76
<u>CUA: 01018 - MUTUAL OF OMAHA</u>							617.57
	REQ10269	001351257639	CUA AP	04/21/2022	LIFE INSURANCE	61-680-634600 - HEALTH INSURANCE	20.25
					LIFE INSURANCE	61-810-634600 - HEALTH INSURANCE	458.01
					LIFE INSURANCE	61-900-634600 - HEALTH INSURANCE	69.42
					LIFE INSURANCE	61-910-634600 - HEALTH INSURANCE	33.26
					LIFE INSURANCE	67-670-634600 - HEALTH INSURANCE	36.63
<u>CUA: 000544 - NICOMA PARK LUMBER CO</u>							109.43
	REQ10253	I10422944	CUA AP	04/21/2022	marking paint (blue)	61-810-622000 - REPAIR & MAINTENANCE SUPPLIES	38.94
	REQ10258	I10424970	CUA AP	04/21/2022	Couplers	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	48.51

Receipt Register - Abridged - for Council packet

POPKT01513 - 04-21-22 CUA CLAIMS

Vendor	Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Vendor Amount Item Amount
<u>CUA: 000544 - NICOMA PARK LUMBER CO</u>							
	REQ10258	I10425149	CUA AP	04/21/2022	Couplers	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	109.43 21.98
<u>CUA: 000560 - OFFICE DEPOT CREDIT PLAN</u>							
	REQ10184	237958314001	CUA AP	04/21/2022	Office Depot Copy Paper	61-810-620500 - OFFICE SUPPLIES	57.74 57.74
<u>CUA: 000580 - OKLAHOMA CONTRACTOR'S SUPPLY</u>							
	REQ10252	0369381-IN	CUA AP	04/21/2022	2 fire hydrant extensions	61-810-622000 - REPAIR & MAINTENANCE SUPPLIES	650.00 325.00 325.00
		0369425-IN	CUA AP	04/21/2022	2 fire hydrant extensions	61-810-622000 - REPAIR & MAINTENANCE SUPPLIES	
<u>CUA: 000558 - O'REILLY AUTOMOTIVE STORES</u>							
	REQ10251	0328-350177	CUA AP	04/21/2022	alternator for w031	61-810-621500 - FLEET PARTS & SUPPLIES	147.03 140.18 6.85
		0328-350196	CUA AP	04/21/2022	alternator for w031	61-810-621500 - FLEET PARTS & SUPPLIES	
<u>CUA: 010199 - QUINTELLA PRINTING</u>							
	REQ10287	71689	CUA AP	04/21/2022	CL2 calibration book	61-810-632500 - PRINTING & BINDING	38.00 38.00
<u>CUA: 01200 - TAYLORMADE GOLF COMPANY</u>							
	REQ10260	35544644	CUA AP	04/21/2022	Golf Balls	67-670-631500 - COMMUNICATIONS	667.80 667.80
<u>CUA: 01957 - USCELLULAR</u>							
	REQ10264	0500737706	CUA AP	04/21/2022	APR 22 CELL PHONE SERVICE - WATER	61-810-631000 - UTILITY SERVICES	171.39 171.39
Report Total:							21,732.19

APPROVED



4/22/2022



Choctaw, OK

Receipt Register - Abridged - for Council packet

POPKT01523 - 04-28-22 CUA CLAIMS

Vendor	Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Vendor Amount Item Amount
CUA: 010756 - ADT SECURITY SERVICES							233.46
	REQ10317	7219498 APR 22	CUA AP	04/28/2022	Security System Bill	67-670-631500 - COMMUNICATIONS	233.46
CUA: 011263 - CINTAS CORPORATION							211.00
	REQ09215	4117629380	CUA AP	04/28/2022	Uniforms	67-670-634500 - CONTRACTUAL SERVICES	7.60
	REQ09908		CUA AP	04/28/2022	Uniforms	67-670-633000 - PROFESSIONAL SERVICES	38.06
	REQ10288	5104539635	CUA AP	04/28/2022	Refill First Aide cabinet for public works	61-810-620500 - OFFICE SUPPLIES	67.84
	REQ10304	4116923425	CUA AP	04/28/2022	UNIFORMS	61-810-636000 - UNIFORMS	52.84
					UNIFORMS	61-900-636000 - UNIFORMS	11.12
					UNIFORMS	61-910-636000 - UNIFORMS	33.54
CUA: 010816 - COMMERCIAL LUBRICATORS							1,188.00
	REQ10318	169637-F	CUA AP	04/28/2022	FUEL	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	1,188.00
CUA: 01015 - DELTA DENTAL							1,158.58
	REQ10315	1659347	CUA AP	04/28/2022	DENTAL INSURANCE	61-680-634600 - HEALTH INSURANCE	144.70
					DENTAL INSURANCE	61-810-634600 - HEALTH INSURANCE	276.88
					DENTAL INSURANCE	61-900-634600 - HEALTH INSURANCE	328.92
					DENTAL INSURANCE	61-910-634600 - HEALTH INSURANCE	144.70
					DENTAL INSURANCE	67-670-634600 - HEALTH INSURANCE	263.38
CUA: 000262 - DEPARTMENT OF ENVIRONMENTAL							559.20
	REQ10307	22032470009	CUA AP	04/28/2022	ECOLI TESTING	61-810-633000 - PROFESSIONAL SERVICES	502.91
		22032470207	CUA AP	04/28/2022	ECOLI TESTING	61-810-633000 - PROFESSIONAL SERVICES	56.29
CUA: 010479 - ENVIRONMENTAL TESTING INC							700.00
	REQ07534	E2C0224	CUA AP	04/28/2022	weekly testing at wwtp	61-910-634503 - LAB TESTING CONTRACTUAL	140.00
		E2C0344	CUA AP	04/28/2022	weekly testing at wwtp	61-910-634503 - LAB TESTING CONTRACTUAL	140.00
		E2C0496	CUA AP	04/28/2022	weekly testing at wwtp	61-910-634503 - LAB TESTING CONTRACTUAL	140.00
		E2D0118	CUA AP	04/28/2022	weekly testing at wwtp	61-910-634503 - LAB TESTING CONTRACTUAL	140.00
		E2D0278	CUA AP	04/28/2022	weekly testing at wwtp	61-910-634503 - LAB TESTING CONTRACTUAL	140.00
CUA: 000544 - NICOMA PARK LUMBER CO							80.24
	REQ10298	I10426245	CUA AP	04/28/2022	Paint and brushes for hydrants	61-910-622000 - REPAIR & MAINTENANCE SUPPLIES	64.28
	REQ10316	I10425618	CUA AP	04/28/2022	Irrigation parts	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	15.96

Receipt Register - Abridged - for Council packet

POPKT01523 - 04-28-22 CUA CLAIMS

Vendor						Vendor Amount
Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Item Amount
<u>CUA: 01588 - NORTHERN SAFETY CO, INC.</u>						247.41
REQ09980	904764129	CUA AP	04/28/2022	Storage containers, Shelving unit	61-910-640500 - MACHINERY & EQUIPMENT	247.41
<u>CUA: 01200 - TAYLORMADE GOLF COMPANY</u>						222.60
REQ10232	35563292	CUA AP	04/28/2022	Golf Balls	67-670-622000 - REPAIR & MAINTENANCE SUPPLIES	222.60
<u>CUA: 01415 - TDS INTERNET SERVICE</u>						2.19
REQ10306	405-390-0514 APR 22	CUA AP	04/28/2022	INTERNET AND PHONE PUBLIC WORKS	61-810-631500 - COMMUNICATIONS	2.19
<u>CUA: 01021 - VISION SERVICE PLAN</u>						275.04
REQ10313	814964804	CUA AP	04/28/2022	VISION INSURANCE	61-680-634600 - HEALTH INSURANCE	29.72
				VISION INSURANCE	61-810-634600 - HEALTH INSURANCE	74.51
				VISION INSURANCE	61-900-634600 - HEALTH INSURANCE	77.50
				VISION INSURANCE	61-910-634600 - HEALTH INSURANCE	29.72
				VISION INSURANCE	67-670-634600 - HEALTH INSURANCE	63.59
Report Total:						4,877.72

APPROVED



4/29/2022

Payroll Summary Register

Choctaw, OK

4/26/2022 2:56:49 PM

Payroll Summary

Packet PYPKT02271 - 2022.04.22 CITY PAYROLL

Pay Period: 4/3/2022 - 4/16/2022

Payroll Set 01 - CITY PAYROLL

Department All - All Department Codes

Employees Paid 104

Total Earnings	<u>99,059.81</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>10,840.05</u>	Total Employer Expenses	<u>34,356.47</u>	Regular	66
Total Taxes	<u>14,369.62</u>				
	<hr/>	Total Direct Deposits	<u>73,284.10</u>		
Net Pay	73,850.14	Total Check Amount	566.04		

Packet PYPKT02272 - 2022.04.22 CUA PAYROLL

Pay Period: 4/3/2022 - 4/16/2022

Payroll Set 02 - CUA PAYROLL

Department All - All Department Codes

Employees Paid 104

Total Earnings	<u>28,484.85</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>2,376.21</u>	Total Employer Expenses	<u>11,271.03</u>	Regular	29
Total Taxes	<u>4,615.08</u>				
	<hr/>	Total Direct Deposits	<u>20,846.64</u>		
Net Pay	21,493.56	Total Check Amount	646.92		

Packet PYPKT02273 - 2022.04.22 FIRE PAYROLL

Pay Period: 4/11/2022 - 4/24/2022

Payroll Set 01 - CITY PAYROLL

Department All - All Department Codes

Employees Paid 104

Total Earnings	<u>16,087.98</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>2,608.38</u>	Total Employer Expenses	<u>6,986.42</u>	Regular	9
Total Taxes	<u>1,637.30</u>				
	<hr/>	Total Direct Deposits	<u>11,842.30</u>		
Net Pay	11,842.30	Total Check Amount	0.00		