

**City of Choctaw and Choctaw Utilities Authority
Regular Pre-Meeting of the City Council/Board of Trustees
July 2, 2019 @ 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, Amanda Valent/City
Clerk, Kevin Moore/Interim Development Director,
Randy Jacox/Public Works Director; Bernie
Nauheimer/Chief of Police; Tanner McGuire/Park &
Recreation Director; Kelly Marshall/Chief of Police**

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

3.1 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.

3.2 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 @ 6:54pm.

CHOCTAW UTILITIES AUTHORITY

Randy Ross, Mayor

ATTEST:

Amanda Valent, City Clerk

**Choctaw Utilities Authority
Regular Board of Trustees Meeting
July 2, 2019 @ 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 @ 7:22pm.

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, Amanda Valent/City
Clerk, Kevin Moore/Interim Development Director,
Randy Jacox/Public Works Director; Bernie
Nauheimer/Chief of Police; Tanner McGuire/Park &
Recreation Director; Kelly Marshall/Chief of Police

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 Approval of Change Order #2 for the Wastewater Treatment Facility Project for an increase of 91 days to the substantial completion date with no increase in contract amount.

MOTION BY Steve Krieske and SECOND BY Chad Williams to approve Change Order #2 for the Wastewater Treatment Facility Project.

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 06-18-19

5.2 Regular Meeting minutes for 06-18-19

5.3 Vouchers and Claims as approved by the Executive Director:

1. 06-20 Claims: \$ 6,165.82

2. 06-25 Claims: \$ 67,482.59

3. 06-28 Claims: \$ 12,145.42

5.4 Vouchers and claims as approved by the Board of Trustees in the amount of \$1,708.29

5.5 Bi-weekly payroll in the amount of:

1. 06-29 Payroll: \$ 33,698.35

2. 07-12 Payroll: \$ 35,000.00

MOTION BY Chad Williams and SECOND BY Jeannie Abts 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 @ 7:22pm.

CHOCTAW UTILITIES AUTHORITY

Randy Ross, Chairman

ATTEST:

Amanda Valent, City Clerk



Choctaw, OK

Receipt Register - Abridged

POPKT00028 - 19-07-03 CUA PAYABLES

Vendor	Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Vendor Amount	Item Amount
	CUA: 01106 - BOOTH ALISHA	DEPOSIT REFUND 1288:	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	106.14	106.14
	REQ00313				UTILITY DEPOSIT REFUND	82-000-255083 - SANITATION DEPOSIT LIABILITY	56.14	50.00
	CUA: 01105 - CROOM HELENA/CHAD	DEPOSIT REFUND	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	92.14	47.14
	REQ00312				UTILITY DEPOSIT REFUND	82-000-255083 - SANITATION DEPOSIT LIABILITY	47.14	45.00
	CUA: 000262 - DEPARTMENT OF ENVIRONMENTAL						5,607.93	
	REQ00322	19051560208	CUA AP	07/03/2019	ANNUAL NON-INDUSTRIAL DISCHARGE PERMIT	61-810-634500 - CONTRACTUAL SERVICES	1,813.18	
		19051560214	CUA AP	07/03/2019	ANNUAL NON-INDUSTRIAL DISCHARGE PERMIT	61-810-634500 - CONTRACTUAL SERVICES	99.99	
		19051561010	CUA AP	07/03/2019	ANNUAL NON-INDUSTRIAL DISCHARGE PERMIT	61-810-634500 - CONTRACTUAL SERVICES	1,813.18	
		19053190269	CUA AP	07/03/2019	ANNUAL NON-INDUSTRIAL DISCHARGE PERMIT	61-810-634500 - CONTRACTUAL SERVICES	1,881.58	
	CUA: 010479 - ENVIRONMENTAL TESTING INC						140.00	
	2-0080	E9F0347	CUA AP	07/03/2019	Lab Testing	61-910-634500 - CONTRACTUAL SERVICE	140.00	
	CUA: 01102 - GINN WILLIAM M						5.24	
	REQ00314	DEPOSIT REFUND 6592	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255083 - SANITATION DEPOSIT LIABILITY	5.24	
	CUA: 011095 - HALE & ASSOCIATES SURVEY CO						12,350.00	
	2-0650	20196514	CUA AP	07/03/2019	Land Survey NE 23rd Water/Sewer Project	66-620-633001 - PROFESSIONAL SERVICES - FEB PROIEC	12,350.00	
	CUA: 01103 - HERNDON MARSHA						47.64	
	REQ00310	DEPOSIT REFUND 1267:	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	22.64	
					UTILITY DEPOSIT REFUND	82-000-255083 - SANITATION DEPOSIT LIABILITY	25.00	
	CUA: 01104 - JOSEPH RACHELLE						35.69	
	REQ00311	DEPOSIT REFUND 1183:	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	35.69	
	CUA: 01107 - LANCE GREEN						34.73	
	REQ00325	DEPOSIT REFUND 1169:	CITY AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	4.73	
					UTILITY DEPOSIT REFUND	82-000-255083 - SANITATION DEPOSIT LIABILITY	30.00	
	CUA: 010913 - MVP REAL ESTATE PROPERTY						20.70	
	REQ00315	DEPOSIT REFUND 1335:	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	20.70	

Receipt Register - Abridged

POPKT00028 - 19-07-03 CUA PAYABLES

Vendor	Purchase Order	Invoice	Bank Code	Post Date	Description:	Account	Vendor Amount	Item Amount
CUA: 01101 - OHAGAN DOYLE	REQ00316	DEPOSIT REFUND 1281:	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	46.48	46.48
CUA: 000580 - OKLAHOMA CONTRACTOR'S SUPPLY								
2-0025		0355464-IN (A)	CUA AP	07/03/2019	Materials/Supplies Water Lines	61-810-640500 - MACHINERY & EQUIPMENT	2,062.78	1,066.63
CUA: 00323		0355464-IN (B)	CUA AP	07/03/2019	Materials/Supplies Water Lines	61-810-640500 - MACHINERY & EQUIPMENT	901.15	901.15
REQ00326		0355508-IN	CUA AP	07/03/2019	12" WATER LINE CAP	61-810-621000 - OPERATING SUPPLIES-MISC	95.00	95.00
CUA: 01099 - PAYTON MARCUS & WELLS KATINA								
REQ00317		DEPOSIT REFUND 1284:	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	100.58	50.58
					UTILITY DEPOSIT REFUND	82-000-255083 - SANITATION DEPOSIT LIABILITY	50.00	50.00
CUA: 000638 - PITNEY BOWES INC								
REQ00301		3309072339	CUA AP	07/03/2019	MAILING SOFTWARE AND POSTAGE METER	69-690-633500 - POSTAGE & METER FEES	977.91	977.91
CUA: 01098 - SMITH HASKELL								
REQ00318		DEPOSIT REFUND	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255000 - DEPOSITS LIABILITY	100.71	50.71
					UTILITY DEPOSIT REFUND	82-000-255083 - SANITATION DEPOSIT LIABILITY	50.00	50.00
CUA: 01100 - WILLIAMS TERRY								
REQ00319		DEPOSIT REFUND 9995	CUA AP	07/03/2019	UTILITY DEPOSIT REFUND	82-000-255083 - SANITATION DEPOSIT LIABILITY	14.44	14.44

Report Total: 21,743.11

APPROVED
[Signature]
 2/26/19

Payroll Summary Register

Choctaw, OK

7/12/2019 9:11:35 AM

Department Summary

Packet PYPKT00155 - 19-7-12 CUA
 Payroll Set 02 - CUA PAYROLL
 Department 67 - GOLF COURSE

Pay Period: 6/30/2019 - 7/13/2019

Total Earnings	<u>13,798.41</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>215.36</u>	Total Employer Expenses	<u>2,395.65</u>	Regular	19
Total Taxes	<u>2,207.35</u>				
Net Pay	11,375.70	Total Direct Deposits	<u>8,327.64</u>		
		Total Check Amount	<u>3,048.06</u>		

Department 68 - STORMWATER

Total Earnings	<u>3,289.60</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>102.21</u>	Total Employer Expenses	<u>880.93</u>	Regular	2
Total Taxes	<u>527.11</u>				
Net Pay	2,660.28	Total Direct Deposits	<u>2,660.28</u>		
		Total Check Amount	<u>0.00</u>		

Department 81 - WATER

Total Earnings	<u>10,290.31</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>1,093.42</u>	Total Employer Expenses	<u>4,211.00</u>	Regular	7
Total Taxes	<u>1,860.66</u>				
Net Pay	7,336.23	Total Direct Deposits	<u>7,336.23</u>		
		Total Check Amount	<u>0.00</u>		

Department 90 - WASTEWATER COLLECTION

Total Earnings	<u>5,327.84</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>541.30</u>	Total Employer Expenses	<u>1,575.41</u>	Regular	5
Total Taxes	<u>937.14</u>				
Net Pay	3,849.40	Total Direct Deposits	<u>2,973.32</u>		
		Total Check Amount	<u>876.08</u>		

Packet PYPKT00155 - 19-7-12 CUA
Payroll Set 02 - CUA PAYROLL
Department 91 - WASTEWATER PLANT

Pay Period: 6/30/2019 - 7/13/2019

Total Earnings	<u>3,045.60</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>183.27</u>	Total Employer Expenses	<u>1,167.94</u>	Regular	2
Total Taxes	<u>401.26</u>				
	<hr/>				
Net Pay	2,461.07	Total Direct Deposits	<u>2,461.07</u>		
		Total Check Amount	0.00		

Payroll Summary Register

Choctaw, OK

7/12/2019 9:11:35 AM

Payroll Summary

Packet PYPKT00155 - 19-7-12 CUA

Pay Period: 6/30/2019 - 7/13/2019

Payroll Set 02 - CUA PAYROLL

Department All - All Department Codes

Employees Paid 35

Total Earnings	<u>35,751.76</u>	Total Benefit Allowance	<u>0.00</u>	Input Type	Count
Total Deductions	<u>2,135.56</u>	Total Employer Expenses	<u>10,230.93</u>	Regular	35
Total Taxes	<u>5,933.52</u>				
	<hr/>				
Net Pay	27,682.68	Total Direct Deposits	<u>23,758.54</u>		
		Total Check Amount	<u>3,924.14</u>		

