

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
July 16, 2012 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the June 18, 2012 meeting.
 - b. Acknowledge July 2, 2012 meeting cancellation due to lack of quorum.
 - c. Authorize staff to begin bidding process on the removal and replacement of enclosed fishing dock and walkways on Lake #1.
 - d. Authorize staff to begin bidding process for the sludge pond cleaning project at the water treatment plant.
 - e. Authorize Utility Billing Department to purchase 5 half-ton single cab pickups for use by water meter readers.
 - f. Confirm action taken on July 9, 2012 by the City Manager to implement the Level I Water Rationing Plan.
2. New Business

(Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)
3. Administrative Reports
4. Adjournment

Respectfully submitted

Phyllis Loftis, Authority Secretary

Shawnee Municipal Authority

1. a.

Meeting Date: 07/16/2012

Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Minutes from the June 18, 2012 meeting.

Attachments

Minutes 6-18-12

THE TRUSTEES OF THE SHAWNEE MUNICIPAL AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION IN THE COMMISSION CHAMBERS AT CITY HALL, 9TH AND BROADWAY, SHAWNEE, OKLAHOMA, MONDAY, JUNE 18, 2012, FOLLOWING THE BOARD OF CITY COMMISSIONERS MEETING AT 6:30 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Stephens, Sims, Harrod, Peterson, Collier, Winterringer, Smith

ABSENT: None

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda

- a. Minutes from the June 4, 2012 meeting.
- b. Budget Amendment SMA
- c. Confirm action taken by the City Commission regarding Agenda Item Number 11 relating to a resolution adopting the budget for the City of Shawnee and related Authorities for the period of July 1, 2012 through June 30, 2013 finding all things requisite and necessary have been done in preparation and presentation of budget.

A motion was made by Trustee Harrod, seconded by Trustee Sims, to approve the Consent Agenda. Motion carried 7-0.

AYE: Harrod, Sims, Stephens, Peterson, Collier, Winterringer, Smith

NAY: None

AGENDA ITEM NO. 2: Presentation by Smith Roberts Baldischwiler, LLC regarding proposed scope of work for development of a Multi-Phase Comprehensive Utility System Master Plan.

Mr. Carl Baldischwiler was present to answer any questions from the Board regarding the proposed utility master plan. He provided a scope of services for review and stated that his firm would be providing monthly updates regarding progress. The contract is not to exceed 16 months.

AGENDA ITEM NO. 3: Approve contract with Smith Roberts Baldischwiler, LLC for development of a Multi-Phase Comprehensive Utility System Master Plan.

A motion was made by Commissioner Sims, seconded by Commissioner Stephens, to approve the contract with Smith Roberts Baldischwiler, LLC for development of a Multi-Phase Comprehensive Utility System Master Plan. Motion carried 7-0.

AYE: Sims, Stephens, Harrod, Peterson, Collier, Winterringer, Smith
NAY: None

AGENDA ITEM NO. 4: Consider Bids:

- a. Sale and Removal of Fishing Wharf and Walkways (Enclosed Fishing Dock) on Shawnee Twin Lake Number One (Open)

No bids were received.

It was announced by Director of Operations James Bryce that the cost of demolition of the fishing wharf and walkways will be included in the bid specifications for the construction of a new wharf.

AGENDA ITEM NO. 5: New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no new business.

AGENDA ITEM NO. 6: Administrative Reports

There were no administrative reports.

AGENDA ITEM NO. 7:

Adjournment

A motion was made by Trustee Sims, seconded by Trustee Winterringer, to adjourn the Shawnee Municipal Authority. Motion carried 7-0. (8:02 p.m.)

AYE:

NAY: None

ATTEST:

LINDA PETERSON
CHAIRMAN

(SEAL)

PHYLLIS LOFTIS, SECRETARY

Shawnee Municipal Authority

1. b.

Meeting Date: 07/16/2012

Meeting cancellation

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Acknowledge July 2, 2012 meeting cancellation due to lack of quorum.

Shawnee Municipal Authority

1. c.

Meeting Date: 07/16/2012

Authorize bid lake dock

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Authorize staff to begin bidding process on the removal and replacement of enclosed fishing dock and walkways on Lake #1.

Attachments

Dock Bid Authorization

City of Shawnee Memorandum



To: Mayor and City Commissioners
CC: Brian McDougal, City Manager
From: James Bryce, Director of Operations
Date: June 27, 2012
Re: Removal and Replacement of the Enclosed Fishing Dock

Staff requests permission to begin the bidding process on the Removal and Replacement of the Enclosed Fishing Dock and Walkways on Shawnee Lake #1. Funding for this project will come from the SMA capital budget and insurance check (\$52,689.30) received for damages to the dock by storms.

Budgeted amount \$180,000.00

Shawnee Municipal Authority

1. d.

Meeting Date: 07/16/2012

Authorize bid sludge pond cleaning

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Authorize staff to begin bidding process for the sludge pond cleaning project at the water treatment plant.

Attachments

Authorize Bid Sludge Pond Cleaning

Jim Bierd
Director

Lisa Ockert
Administrative Assistant
Phone: 405-273-1960
Fax: 405-878-1550



Randy Brock
Operations Manager
405-878-1723

Greg Price
Special Projects Manager
405-878-1662

111 S. Kickapoo, Shawnee, OK 74801

MEMORANDUM

To: City Commission
From: Jim Bierd, Utility Director
CC: Brian McDougal, City Manager
Cindy Sementelli, Finance Director
Date: July 10, 2012
Re: Sludge Pond Cleaning at WTP

Staff would like permission to go out for bid for the sludge pond cleaning project at the Water Treatment Plant. This is required by DEQ. Budgeted amount is \$200,000.

Shawnee Municipal Authority

1. e.

Meeting Date: 07/16/2012

Authorize purchase trucks

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Authorize Utility Billing Department to purchase 5 half-ton single cab pickups for use by water meter readers.

Attachments

Pickup Purchase Utility Billing

City of Shawnee Memorandum



To: Brian McDougal, City Manager
CC: Cindy Sementelli, Finance Director
From: Phyllis Loftis, City Clerk
Date: July 10, 2012
Re: Request to purchase vehicles

I would like to place an item on the July 16, 2012 agenda seeking permission to purchase five pickups to be used by the utility meter readers. The new vehicles are 2013 Chevrolet Silverado 1500 ½ ton pickups priced at \$16,990 each for a total of \$84,950.

These pickups will replace the following vehicles:

2001 Chevrolet with 109,416 miles (10.8 mpg)
2001 Chevrolet with 96,758 miles (10.9 mpg)
2000 Chevrolet with 142,135 miles (12.9 mpg)
1996 Chevrolet with 155,193 miles (11.1 mpg)
1998 Ford with 193,895 miles (5.3 mpg)

This expenditure was included in the 2012-13 budget in the SMA capital budget in the amount of \$90,000.

Shawnee Municipal Authority

1. f.

Meeting Date: 07/16/2012

Confirm water rationing

Submitted By: Donna Mayo, Administration

Department: Administration

Title of Item for Agenda

Confirm action taken on July 9, 2012 by the City Manager to implement the Level I Water Rationing Plan.
