

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
April 20, 2015 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

All motions will be made in the affirmative. The fact that a commissioner makes or offers a second to a motion does not mean that the commissioner must vote in favor of passage.

1. Consider approval of Consent Agenda:
 - a. Minutes from the April 6, 2015 meeting.
 - b. Authorize staff to purchase water meters.

2. New Business

(Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

3. Adjournment

Respectfully submitted

Phyllis Loftis, CMC, City Clerk

Shawnee Municipal Authority

1. a.

Meeting Date: 04/20/2015

SMA 04-06-2015 Minutes

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the April 6, 2015 meeting.

Attachments

SMA 04-06-2015 Minutes

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, APRIL 6, 2015, DURING 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: Agee, Harrod, Mainord, Hall, Shaw, Dykstra

ABSENT: Vogel

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 5:

Consider an Executive Session for discussion of potential claims, litigation or other options regarding encroachment into the City's utility service area by other entities as authorized by 25 O.S. §307(B)(4).

A motion was made by Trustee Hall, seconded by Trustee Harrod, to enter into Executive Session for discussion of potential claims, litigation or other options regarding encroachment into the City's utility service area by other entities as authorized by 25 O.S. §307(B)(4). Motion carried 6-0.

AYE: Hall, Harrod, Mainord, Shaw, Dykstra, Agee

NAY: None

TRUSTEES ENTERED INTO EXECUTIVE SESSION AT 6:39 P.M. WITH ALL MEMBERS PRESENT.

TRUSTEES RECONVENED FROM EXECUTIVE SESSION AT 6:57 P.M. WITH ALL MEMBERS PRESENT.

AGENDA ITEM NO. 6:

Consider matters discussed in Executive Session regarding potential claims, litigation or other options regarding encroachment into the City's utility service area by other entities as authorized by 25 O.S. §307(B)(4).

A motion was made by Trustee Harrod, seconded by Trustee Hall, to authorize and direct our attorneys to file suit to determine the right to serve areas generally south of the river and within the city limits, and other powers, duties and facts affecting the administration of the trust estate of the Shawnee Municipal Authority. Motion carried 4-2.

AYE: Harrod, Hall, Agee, Mainord

NAY: Shaw, Dykstra

A motion was made by Trustee Hall, seconded by Trustee Harrod, to move that Trustee Hall and Trustee Harrod be authorized to represent Shawnee Municipal Authority in the lawsuit. Motion carried 4-2.

AYE: Hall, Harrod, Mainord, Agee

NAY: Shaw, Dykstra

RECESS THE SHAWNEE MUNICIPAL AUTHORITY MEETING BY THE POWER OF THE CHAIR TO RECONVENE CITY COMMISSION MEETING (6:59 P.M.)

RECONVENE SHAWNEE MUNICIPAL AUTHORITY MEETING BY THE POWER OF THE CHAIR (8:09 P.M.)

AGENDA ITEM NO. 1: Consider approval of Consent Agenda

- a. Minutes from the March 16, 2015 meeting.
- b. Authorize purchase of a 2015 Chevrolet 4x4 to replace a vehicle that was previously surplussed.

A motion was made by Trustee Hall, seconded by Trustee Shaw, to approve Consent Agenda item Nos. 1(a-b). Motion carried 6-0.

AYE: Hall, Shaw, Dykstra, Agee, Harrod, Mainord

NAY: None

AGENDA ITEM NO. 2: Presentation, discussion, and possible action regarding the City's adopted Drought Management Plan, including an overview of previous water resource planning efforts.

Interim City Manager Justin Erickson spoke briefly on this issue prior to Assistant Engineer Rex Hennen's presentation. Mr. Hennen provided maps which showed levels and volume at Shawnee Twin Lakes from 1957 to the present. It was noted that the lake is not currently at rationing levels, however, public perception is that the lake is low. It was also noted that the City of Shawnee relies also on the Wes Watkins Reservoir for a large portion of its water supply. Commissioner Agee stressed the importance of being proactive with our rationing procedures instead of waiting until there is a crisis. Commissioners discussed the tributary and watershed issues associated with Shawnee Twin Lakes. Mr. Hennen announced that a new sedimentation study will be done this summer. City staff will continue to monitor lake levels and review the current Drought Management Plan to determine if changes should be made. A copy of the current plan was provided by Utility Director Steve Nelms for Commissioners review.

AGENDA ITEM NO. 3:

Consider Bids:

a. Shawnee Lake Maintenance/Office Building (Award)

Operations Director James Bryce announced that two bids were received and after review and consideration it was staff's recommendation to award the bid to Sagemill Construction of Meeker, Oklahoma in the total amount of \$240,000.00 plus \$43.00 per linear foot (LNFT) for sewer and \$40.00 per LNFT for water.

A motion was made by Trustee Harrod, seconded by Trustee Agee, to accept staff's recommendation and award the bid to Sagemill Construction in the total amount of \$240,000.00 plus \$43.00 per linear foot (LNFT) for sewer and \$40.00 per LNFT for water. Motion carried 6-0.

AYE: Harrod, Agee, Mainord, Hall, Shaw, Dykstra

NAY: None

AGENDA ITEM NO. 4:

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. 7:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:57 p.m.)

WES MAINORD
CHAIRMAN

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK
SECRETARY

Shawnee Municipal Authority

1. b.

Meeting Date: 04/20/2015

Purchase Meters

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Authorize staff to purchase water meters.

Attachments

Purchase Meters Memo

Steve Nelms
Utility Director
405-273-1960

Lyndsay Pickens
Administrative Assistant
Phone: 405-273-1960
Fax: 405-878-1550

Mayor
WES MAINORD



111 S. Kickapoo, Shawnee, OK 74801

Brad Schmidt
Maintenance Manager
405-878-1513

Commissioners
Gary Vogel
Linda Agee
James Harrod
Keith Hall
Lesha Shaw
Micheal Dykstra

M E M O R A N D U M

To: Justin Erickson, Interim City Manager.
From: Steve Nelms, Utility Director
CC: Mayor and City Commission Cindy Sementelli, Finance Director
Date: 04/20/2015
Re: Authorize staff to purchase water meters.

Nature of the Request: Staff is respectfully requesting authorization to purchase 260 5/8 inch AMR (Automatic Meter Reading) Neptune water meters & 260 6ft antennas from HD Supply in the amount of \$47,356.40.

Staff Analysis, Considerations: The City of Shawnee only uses Neptune meters, Neptune handheld devices, and Neptune related software to read the water meters in Shawnee. HD Supply is the only authorized vendor that supplies Neptune meters in the state of Oklahoma. These meters will replace all manually read meters on Harrison St, thus increasing meter reading efficiency, and safety for City Employees.

Recommendation: Staff respectfully requests that the City Commission approve the request.

Budget Consideration:

Budgeted Amount: Utility Maintenance Material \$150,000.
Remaining Budget in Utility Maintenance Material \$66,306.71