

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
March 7, 2016 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 February 16, 2016 meeting.
 - b. Authorize staff to purchase new service truck and service contract to replace Unit 3582 that was damaged in an accident and deemed a total loss
 - c. Budget Amendment – Shawnee Municipal Authority Fund
To adjust budget for leave payouts
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: 03/07/2016

SMA Minutes 02-16-2016

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the February 16, 2016 meeting.

Fiscal Impact**Attachments**SMA Minutes 02-16-2016

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, TUESDAY, FEBRUARY 16, 2016, 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, Hall, Mainord, Shaw, Dykstra

ABSENT: None

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda

- a. Minutes from the February 1, 2016 meeting.
- b. Acceptance of Repair and Restoration of the River Bank Failure project, Contract No. SMA-14-03, improvements and place maintenance bonds into effect.

A motion was made by Trustee Hall, seconded by Trustee Dykstra, to approve Consent Agenda item No. 1(a-b). Motion carried 6-0.

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

NAY: None

AGENDA ITEM NO. 2: New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

City Manager Justin Erickson stated that a key piece of equipment at the Northside Sewer Treatment Plant has quit working. After attempting to repair the piece of equipment, it was discovered that a repair could not be made. Mr. Erickson asked the Commission to declare an emergency and authorize staff to make the purchase of the new equipment.

A motion was made by Trustee Shaw, seconded by Trustee Hall, to declare and emergency and authorize staff to spend up to \$45,000.00 for the purchase of new equipment. Motion carried 6-0.

AYE: Shaw, Hall, Dykstra, Agee, Harrod, Mainord
NAY: None

AGENDA ITEM NO. 3: Adjournment

There being no further business to be considered, the meeting was adjourned
by power of the Chair. (7:59 p.m.)

WES MAINORD
CHAIRMAN

ATTEST:

PHYLLIS LOFTIS, CMC, SECRETARY

Shawnee Municipal Authority

1. b.

Meeting Date: 03/07/2016

Req Purchase Vehicle

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Authorize staff to purchase new service truck and service contract to replace Unit 3582 that was damaged in an accident and deemed a total loss

Fiscal Impact

Attachments

Req Vehicle 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
Deputy Director
405-878-1513

Commissioners
Ward 1 Vacant
Linda Agee
James Harrod
Keith Hall
Lesha Shaw
Micheal Dykstra

M E M O R A N D U M

To: Justin Erickson, City Manager.
From: Steve Nelms, Utility Director
CC: Mayor, and City Commission. Cindy Sementelli, Finance Director
Date: 03/07/2016
Re: Replace Service Truck Unit 3582

Nature of the Request: Staff is respectfully requesting authorization to purchase a new 4x4 service truck and service bed from the state bid estimated cost for the truck \$33,000 and \$14,000 for the service bed. Total estimated cost \$47,000.

Staff Analysis, Considerations: This new truck will replace unit 3582 that was rear-ended on January 26th, 2016. Shelter Insurance will be providing a settlement check. Unit 3582 was deemed a complete loss by Collision Works and Shelter Insurance.

Recommendation: Staff respectfully recommends approval of the request.

Budget Consideration: The purchase of this service truck and service bed will be taken out of the contingency fund in (5-1010-5399) available funds \$65,552.86. Once the insurance check is received it will be put back into the SMA fund balance.

Shawnee Municipal Authority

1. c.

Meeting Date: 03/07/2016

Budget Amd

Submitted By: Lisa Lasyone, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Budget Amendment – Shawnee Municipal Authority Fund

To adjust budget for leave payouts

Fiscal Impact

Attachments

Budget Amd
