



City of Bixby Bixby Public Works Authority Meeting Agenda

Monday, February 27, 2023

**Immediately Following the
City Council Meeting**

**City Hall Municipal Building
116 W. Needles Ave., Bixby,
OK 74008**

Public comments are limited to items on the agenda. Those wishing to speak on agenda items will need to appear in the City Council Chamber.

Call to Order

Chairman

Roll Call

Shannon Duran, City Clerk

Consent Agenda

Secretary's Report

Consider and Approve:

- 1) Minutes for the Bixby Public Works Authority Meeting date 02/13/23.
- 2) Approve emergency repairs to South Main LS and 126th LS; total cost \$29,200.
- 3) Discuss and/or approve purchasing 2022 Chevrolet Colorado for the Water Department from Mark Allen Chevrolet; total \$31,715.

Regular Agenda

- 1) New Business
In accordance with the Open Meeting act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.
- 2) Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of February 24, 2023, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby, Oklahoma.

Respectfully Submitted

Shannon Duran
City Clerk

Note: All cell phones and pagers must be turned off or operated silently during all meetings.

21 O.S. Section 280 provides the following: A. It is unlawful for any person, alone or in concert with others and without authorization, to willfully disturb, interfere or disrupt state business, agency operations or any employee, agent, official or representative of the state. B. It is unlawful for any person who is without authority or who is causing any disturbance, interference or disruption to willfully refuse to disperse or leave any property, building or structure owned, leased or occupied by state officials, employees, agents or representatives or used in any manner to conduct state business or operations after proper notice by a peace officer, sergeant-at-arms, or other security personnel. C. Any violation of the provisions of this section shall be a misdemeanor punishable by imprisonment in the county jail for a term Oklahoma Statutes - Title 21. Crimes and Punishments Page 94 of not more than one (1) year, by a fine not exceeding One Thousand Dollars (\$1,000.00), or by both such fine and imprisonment. D. For purposes of this section, "disturb, interfere or disrupt" means any conduct that is violent, threatening, abusive, obscene, or that jeopardizes the safety of self or others.

For Special Accommodations

Persons who require a special accommodation to participate in this meeting should contact City Clerk, Shannon Duran: 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk, Shannon Duran](mailto:sduran@bixbyok.gov) (sduran@bixbyok.gov), as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact Oklahoma Relay at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Consent Agenda Item Commentary

Item Title

Minutes for the Bixby Public Works Authority Meeting date 02/13/23.

Initiator**Staff Information Source**

Shannon Duran

Background**Exhibits**

1. City Council Meeting Minutes 2.13.23

Key Issue**Council Action****Recommendation****Item No:** 1.**Meeting Date**

February 27, 2023

Meeting

Bixby Public Works Authority Agenda 02/27/23

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
February 13, 2023 at 6:00 PM

Call to Order

Vice Mayor Blair calls the meeting to order at 6:57 pm.

Roll Call

Shannon Duran, City Clerk, called the roll, and the following were present:

Members Present

Vice Mayor Blair
Councilor Founds
Councilor Girard
Councilor Revelis

Staff Present

Jared Cottle, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
OC Walker, City Planner
Todd Blish, Police Chief
Mike Butler, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Consent Agenda

- 1) Minutes for the Bixby Public Works Authority Meeting dated 01/23/23.
- 2) Discuss and/or approve purchasing plumbing materials from Core and Main to replenish inventory; total cost of \$20,000.
- 3) Discuss and/or approve purchasing plumbing materials from Utility Supply to replenish inventory; total cost of \$10,904.93.
- 4) Discuss and/or approve purchasing materials from Utility Supply for emergency waterline repair located at Bixhoma Lake; total cost of \$20,888.07.
- 5) Consider and/or take action on budget amendment for BPWA Fund as pertains to Water Revenue and Expense.

Vice Mayor Blair said Item 1-5 on the Consent Agenda is up for discussion and consideration.

Vice Mayor Blair asks for a Motion on Items 1-5. Councilor Founds made a motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried:4-0

Ayes: Founds, Girard, Revelis, Blair

Nays: 0

Mayor Guthrie was not present during the vote.

Regular Agenda

- 1) Discuss and/or take action on approving sale and disposal of City BPWA surplus property at 11355 S. Mingo Road to the highest and best bid.

Vice Mayor Blaiir said Item 6 on the Regular Agenda is up for discussion and consideration.

Item presented by Jared Cottle

Others who spoke: None

Jared Cottle advised Council that this item is for the sale and disposal of property which previously housed the water tower since the 1980's. The request to approve the highest bid, which was by Cedar Ridge Congregation, for the amount of \$35,150.00.

Vice Mayor Blair asks for a Motion on Item 1. Councilor Girard made a motion to approve, seconded by Councilor Founds. The vote was taken with the following results:

Carried:4-0

Ayes: Girard, Founds, Revelis, Blair

Nays: 0

Mayor Guthrie was not present during the vote.

- 2) New Business

In accordance with the Open Meeting act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

No new business

- 3) Adjournment

The meeting adjourned 6:59 p.m.

Mayor

City Clerk

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Approve emergency repairs to South Main LS and 126th LS; total cost \$29,200

INITIATOR: Bea Aamodt

STAFF INFORMATION SOURCE: Heath Wright

BACKGROUND: The following repairs were necessary for two Lift Stations:

- South Main LS – 75hp pump; replacement of volute, connection plate, balance rotor and impeller, install new bearing, mechanical seals, O-rings, new power and sensor cables; \$17,450
- 126th LS – 75hp pump; Recondition Stator; balance rotor and impeller, install new bearing, mechanical seals, O-rings, new power and sensor cables; \$11,750

EXHIBITS: None

KEY ISSUE: Lift Station Maintenance

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

ITEM NO: _____

MEETING DATE: 2/27/2023

MEETING: BPWA

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve purchasing 2022 Chevrolet Colorado for the Water Department from Mark Allen Chevrolet; total \$31,715.

INITIATOR: Bea Aamodt

STAFF INFORMATION SOURCE: Erik Dye

BACKGROUND: This item is to replace the truck with a smaller truck to serve as the meter reading truck. The current meter truck is a 2014 F-150; the aluminum block and heads are warped and cannot be rebuilt. Ford is not building the engine for the truck anymore. The Colorado is available for immediate possession.

EXHIBITS: None

KEY ISSUE: Fleet maintenance and replacement

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approve.

ITEM NO: _____

MEETING DATE: 02-27-2023

MEETING: BPWA

Regular Agenda Item Commentary

Item Title

New Business

In accordance with the Open Meeting act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

Initiator**Staff Information Source****Background****Exhibits****Key Issue****Council Action****Recommendation****Item No:** 1.**Meeting Date**

February 27, 2023

Meeting

Bixby Public Works Authority Agenda 02/27/23