



City of Bixby Bixby Public Works Authority Meeting Agenda

Monday, April 24, 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 dated 04/10/23.

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 April 21, 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.

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
April 10, 2023 at 6:00 PM

Call to Order

Mayor Guthrie called the meeting at 6:50 p.m.

Roll Call

Assistant City Clerk, Gladys Gill noted that all members were present.

Members Present

Mayor Guthrie
Vice Mayor Blair
Councilor Founds
Councilor Girard
Councilor Revelis

Staff Present

Jared Cottle, City Manager
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
Bryan Toney, Public Information Officer
Gladys Gill, Assistant City Clerk

Consent Agenda

- 1) Approve minutes for the Bixby Public Works Authority meeting dated 03/27/23.
- 2) Consider and/or approve renewing the contract with Dunn-Right Cleaning Service, Inc. to provide Janitorial Services for Dawes Building at a cost of \$1,045/month.
- 3) Consider and/or approve a Purchase Order in the amount of \$50,000 for AMRs.
- 4) Consider and/or approve professional service agreement and purchase order to Crawford and Associates for FY-23 Financial Statement preparation and accounting assistance as needed in the amount of \$25,000 (BPWA portion).

Mayor Guthrie asks for a motion to approve all items on the Consent Agenda. Councilor Founds made a motion to approve, seconded by Vice Mayor Blair. The vote was taken with the following results:

Carried: 5-0
Ayes: Founds, Blair, Revelis, Girard, Guthrie
Nays: 0

Regular Agenda

- 1) Discuss and/or approve the reconciliation of quantities for sludge removal for the Bixby Water Reclamation Facility Project; the additional cost for the project is \$1,279,108.

Mayor Guthrie said item 1 on the Regular Agenda is up for discussion and approval.

Item presented by Bea Aamodt

Others who spoke: No others spoke

Bea Aamont spoke about some issues with the Bixby Water Reclamation Facility, including the future need for a filter bank. Bea also presented the council with a reconciliation of quantities for approval and discussed going beyond the contract cost due to sludge removal for both the south and north lagoons since they ended up being larger and deeper than originally anticipated. Councilor Girard asked where the money came from to pay for the reconciliation. Bea gave an explanation and told the council that with the water rate increases that were approved by the council before the project actually started, Public Works was able to put that money into a fund that over the years accumulated so it would be able to pay for projects like the Reclamation Facility. Jared gave additional clarification to the council on where the money is coming from.

Mayor Guthrie asks for a motion to approve item 1. Councilor Revelis made a motion to approve, seconded by Councilor Founds. The vote was taken with the following results:

Carried: 5-0
Ayes: Revelis, Founds, Girard, Blair, Guthrie
No: 0

- 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.

Mayor Guthrie says there is no new business to discuss.

- 3) Adjournment

Adjournment was called at 6:55 p.m.

Mayor

City Clerk

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**

April 24, 2023

Meeting

Bixby Public Works Authority Agenda 04/24/23