City of Bixby
Bixby Public Works Authority
Meeting Agenda

Monday, August 14, 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) Approve minutes for Bixby Public Works Authority Meeting dated 7/24/23.

2) Approve repair of two 25-HP Fairbanks Morse pumps; total cost $14,248.

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 August 11, 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 (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

Approve minutes for Bixby Public Works Authority Meeting dated 7/24/23.

Initiator

Staff Information Source

Background

Exhibits

1. Bixby Public Works Authority Minutes

Key Issue

Council Action

Recommendation

Item No: 1.

Meeting Date

August 14, 2023

Meeting

20230814 Bixby Public Works Authority Agenda

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
July 24, 2023 at 6:00 PM

Call to Order

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 7:06 pm.

Roll Call

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

Members Present
Mayor Guthrie
Vice Mayor Founds
Councilor Girard
Councilor Revelis
Councilor Hirshey

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 07/10/23.

2) Discuss and/or approve purchase order for chemical purchase and for biosolids handling at the WWTP; total is $210,000.

3) Discuss and/or approve Purchase Orders for FY24 for Water Depts. as follows:
   Accurate Labs for $20,000 water – DBP, Lead, Copper, Bac-T Testing
   Core and Main for $75,000 – Plumbing Parts
   Core and Main for $125,000 – Neptune AMR meter purchase
   Utility Supply - $25,000 – Plumbing Parts

   Mayor Guthrie said items 1-3 on the Consent Agenda were up for discussion and consideration. Others who spoke: None

Mayor Guthrie asked for a motion to approve items 1-3 on the Consent Agenda. Councilor Revelis made a motion to approve, seconded by Vice Mayor Founds. The vote was taken with the following results:

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

Regular Agenda

1) Discussion, consideration, and possible vote for approval of an amendment to the contract with CH2M HILL Engineers, Inc., a subsidiary of Jacobs Engineers, to perform the Operations and Maintenance (O&M) of the Bixby Water Reclamation Facility; total fee is $862,001.

   Mayor Guthrie said item 1 on the Regular Agenda was up for discussion and consideration.
   Item presented by: Bea Aamodt, Public Works Director
   Others who spoke: None

   Ms. Aamodt presented to council with an amendment to the contract between BPWA and Jacobs Engineers to perform the Operations and Maintenance (O&M) of the Bixby Water Reclamation Facility. Discussion ensued on the hauling of sludge, operations, and costs. Mayor Guthrie asked if O&M could ever be done in-house as a cost-saving measure.

   Mayor Guthrie asked for a motion to approve item 1 on the Regular Agenda. Councilor Hirshey made a motion to approve, seconded by Vice Mayor Founds. The vote was taken with the following results:

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

2) Discuss and/or approve Change Order #9 for the Bixby Water Reclamation Facility Project for $254,265.

   Mayor Guthrie said item 2 on the Regular Agenda was up for discussion and consideration.
   Item presented by: Bea Aamodt, Public Works Director
   Others who spoke: Jared Cottle, City Manager

   Ms. Aamodt presented council with a 9th change order that would pay for the installation of a filter bank to help reduce harmonic fluctuations, improve power factor, and increase system performance with the UV unit. Councilor Hirshey inquired about the amount being charged to the city.

   Mayor Guthrie asked for a motion to approve item 2 on the Regular Agenda. Councilor Hirshey made a motion to approve, seconded by Vice Mayor Founds. The vote was taken with the following results:

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

3) 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.

4) Adjournment

An adjournment was called at 7:34 pm.

_____

Mayor

_____

City Clerk

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Approve repair of two 25-HP Fairbanks Morse pumps; total cost $14,248

INITIATOR: Bea Aamodt

STAFF INFORMATION SOURCE: Heath Wright

BACKGROUND: Two 25-HP Fairbanks Morse pump that were removed from the transfer station will be refurbished to serve as spare pumps. In case of failures, the pumps will fit in the transfer station and 126th LS. With a railing adapter they can be used at the 131st LS as well. Redundancy allows for better response to emergencies.

EXHIBITS: None

KEY ISSUE: Lift Station Maintenance

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

ITEM NO: _____

MEETING DATE: 8/14/2023

MEETING: BPWA