

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
May 13, 2024 at 6:00 PM

The agenda for the regularly scheduled meeting of the Bixby Public Works Authority of the city of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on May 10th, 2024, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 7:10 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 Hirshey
Councilor Schultz

Staff Present

Jared Cottle, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Joey Wiedel, Development Services Director
Todd Blish, Police Chief
Mike Butler, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Consent Agenda

- 1) Minutes from Bixby Public Works Meeting 04/22/2024.
- 2) Consider and/or approve annual renewal website hosting and software package from CivicPlus, Inc. SeeClickFix software for FY25 in the amount of \$13,775.74. (BPWA portion is \$6,887.87)

Mayor Guthrie said items 1 and 2 on the Consent Agenda are up for discussion and consideration.

Mayor Guthrie asks for a motion to approve items 1 and 2. Councilor Girard made a motion to approve, seconded by Vice Mayor Founds. The vote was taken with the following results:

Carried: 5-0

Ayes: Girard, Founds, Hirshey, Schultz, Guthrie
Nays: 0

Regular Agenda

- 1) Consider and take action to authorize the Chairman of the Bixby Public Works Authority (BPWA) to sign Oklahoma Department of Environmental Quality (ODEQ) Consent Order 19-265 Add A, requiring corrections to its wastewater treatment system, establishing a date for lagoon closure, and agreeing to pay deferred penalties if tasks are not completed as specified.

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

Item presented by: Jared Cottle, City Manager

Others who spoke: None

On behalf of the Public Works Director, City Manager Jared Cottle provided an overview of Consent Order 19-265 Addendum A. The order outlines necessary corrections to the wastewater treatment system and north lagoon closure and includes an agreement to pay deferred penalties should the stipulated tasks not be completed within the specified timeframe. Mr. Cottle confirmed that the city is currently in compliance with the ODEQ's existing requirements.

The closure of the north lagoons was discussed, Mr. Cottle mentioned that discussions with ODEQ will be necessary to explore the option of filling the lagoons or finding an alternative solution. This is to ensure that ODEQ standards are met and to consider a closeout for continued compliance.

It was noted that Jacobs would be paying \$18,750.00, which is a portion of the \$30,000.00 penalty assessed by ODEQ. The terms for deferred penalties were reviewed, and it was agreed that some penalties would be deferred provided that all tasks are completed as specified in the Consent Order.

Mayor Guthrie asks for a motion to approve item 1. 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, Schultz, Guthrie

Nays: 0

- 2) Discuss and/or approve Guaranteed Maximum Price of \$12,306,107.92 for the Public Works Facility Project

Mayor Guthrie said item 2 on the BPWA Regular Agenda is up for discussion and consideration.

Item presented by: Jared Cottle, City Manager

Others who spoke: Samuel Guajardo, Senior Project Manager with Miller Tippens Construction

Jared Cottle presented Miller Tippens Construction's Guaranteed Maximum Price (GMP) estimate of \$12,306,107.92 for the Public Works Facility Project. Additionally, the bid tabulation for the project was provided for review.

Councilor Hirshey asked about the contingencies included in the GMP. Jared Cottle and Miller Tippens confirmed that all contingencies are under the city's authority.

Mayor Guthrie inquired about the bid tabulations and the reasoning behind the recommendation to award contracts to all low bidders, including those without a competitive bid. Samuel Guajardo of Miller Tippens Construction clarified that this approach is based on the company's extensive experience and the desire to ensure fair competition. Discussion ensued.

Mayor Guthrie asks for a motion to approve item 2. 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, Schultz, Guthrie

Nays: 0

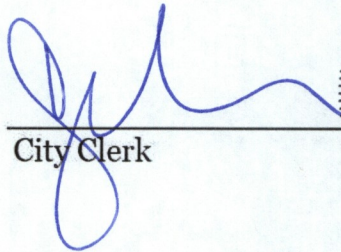
3) New Business

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.

No new business to discuss.

4) Adjournment

An adjournment was called at 7:24 pm.



City Clerk





Mayor