

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
June 10, 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 June 7, 2024, at or before 5:00 p.m.

Call to Order

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 6:19 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
Bea Aamodt, Public Works Director
Joey Wiedel, Development Services Director
Todd Blish, Police Chief
Joe Sherrell, Interim Fire Chief
Bryan Toney, Public Information Officer

Consent Agenda

- 1) Minutes from Bixby Public Works Meeting 05/28/24.
- 2) Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-25 the amount of \$34,356.86 (BPWA's portion).
- 3) Consider and/or approve FY25 Oklahoma Municipal League service Fees in the amount of \$13,651.30 (BPWA portion).
- 4) Consider and/or approve Worker's Compensation Insurance renewal for FY-24 in the amount of \$11,106.36 (BPWA portion of total bill after FY24 Workers Comp escrow is applied).

- 5) Discuss and/or approve the renewing contract with Dunn-Right Cleaning Service, Inc. to provide Janitorial Services for the Dawes Building at a cost of \$1,045/month.

Mayor Guthrie said items 1-5 on the Consent Agenda are up for discussion and consideration.

Mayor Guthrie asks for a motion to approve items 1-5. 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) 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.

- 2) Adjournment

An adjournment was called at 6:20 pm.


City Clerk




Mayor