



City of Bixby Bixby Public Works Authority Meeting Agenda

Monday, February 24, 2025

**Immediately Following the
City Council Meeting**

**Bixby Municipal Building
111 N. Cabaniss 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 1/27/25.
- 2) Discuss and/or approve purchasing Pipe-Hunter Sidekick Easement Machine for the Sewer Department from Key Equipment and Supply; total \$62,155.
- 3) Discuss and/or take action on Water Tap Application for Daniel and Kaitlin Allen at 15327 South Mingo Road, Bixby, OK in Tulsa County, OK.
- 4) Discuss and/or take action on Water Tap Application for Rodney Adams at 15291 East 181st Street South, Bixby, OK in Tulsa County, OK.

Regular Agenda

- 1) Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of February 21, 2025, on or before 5:00 p.m., at City Municipal Building, 111 N. Cabaniss Avenue, Bixby, Oklahoma, 74008.

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: City Municipal Building, 111 N. Cabaniss Avenue, Bixby, Oklahoma, 74008, 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.

Regular Agenda Item Commentary

Item Title

Minutes for the Bixby Public Works Authority Meeting dated 1/27/25.

Initiator**Staff Information Source****Background****Exhibits**

1. 1/27/25 BPWA Minutes

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

February 24, 2025

Meeting

20250224 Bixby Public Works Authority Agenda

Bixby Public Works Authority Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
January 27, 2025 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 January 24, 2025, on or before 5:00 p.m.

Call to Order

Mayor Girard called the Bixby Public Works Authority Meeting to order at 7:01 pm.

Roll Call

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

Members Present

Mayor Girard
Vice Mayor Founds
Councilor Schultz

Staff Present

Joey Wiedel, City Manager Interim
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
Todd Blish, Police Chief
Joe Sherrell, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Consent Agenda

- 1) Approve Bixby Public Works Authority Meeting Minutes dated 1/13/25.

Mayor Girard said Item 1 on the Agenda is up for discussion and consideration.

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

Carried:3-0
Ayes: Founds, Schultz, Girard
Nays: 0

Regular Agenda

- 1) No items to discuss on Regular Agenda.

2) Adjournment

Mayor Girard made a motion to adjourn the Bixby Public Works Authority Meeting, seconded by Vice Mayor Founds. The vote was taken with the following results:

Carried:3-0

Ayes: Girard, Founds, Schultz

Nays: 0

Adjournment 7:01pm

Mayor

City Clerk

Consent Agenda Item Commentary

Item Title

Discuss and/or approve purchasing Pipe-Hunter Sidekick Easement Machine for the Sewer Department from Key Equipment and Supply; total \$62,155.

Initiator

Bea Aamodt

Staff Information Source

Heath Wright

Background

For sewer pipe maintenance, a jetter machine is typically required to clear blocked pipes. However, accessing manholes in the backyards can be challenging, and the large jetter truck can cause damage to the yard. The Easement Machine is a more compact solution designed to reach these hard-to-access areas while minimizing yard damage.

The Easement Machine was approved in the FY25 budget and is being procured through State Bid.

Exhibits

1. Quote

Key Issue

Infrastructure Maintenance

Council Action

Approve

Recommendation

Approve

Item No:

Meeting Date

February 10, 2025

Meeting

Public Works Agenda

January 22, 2025

City of Bixby
Attn: Mr. Heath Wright
116 W. Needles
Bixby, OK 74008



Re: PipeHunter SideKick

Heath,

Key Equipment & Supply Co. and I greatly appreciate the opportunity to work with you on your sewer cleaning equipment. It is a pleasure to supply you with a proposal for a new PipeHunter SideKick Easement machine.

PipeHunter SideKick Easement units are versatile pieces of equipment. These are great for solving the problem of inaccessible manholes and keeping operators from pulling off the hose and hauling it manually. The articulating frame on this unit allows for smoother operation, less torn up grass and easier navigation of obstacles. Make remote access less of a challenge for your crew.

The PipeHunter SideKick Easement Machine includes:

- Honda Gas 24 HP w/electric start and hour meter
- Articulating Drive Dual Wheels Front Single Rear Flat Free Tires
- Hydraulic Forward/Reverse Left/Right Steering Controls
- Hydraulic Cylinders for Pivot Control
- 800' x 3/4" Capacity Jet Hose Reel
- Articulating Reel Option Hydraulic Powered Articulation Worm Gear
- Hydraulic Reel IN/OUT
- Reel Speed Control
- Double Roller Level wind 45 Degree
- Manual Footage Counter
- 25 ft.-Leader hose
- 600 ft.-3/4" Jet Hose Piranha
- Tiger Tail
- Water Pressure Gauge
- Hose Connection for Transport with Water Feed Connection
- Dump Hose and Pipe (WATER ON/OFF @ EASEMENT)
- Remote Pendant LEFT/RIGHT Forward/Reverse
- Outriggers - 4 Total
- Trailer - Custom Built 12' L - Treadplate decking Single Axle 5000 LB
- PipeHunter Speed Liner Frame & Reel

PipeHunter Speed Liner Trailer

One (1) New PipeHunter SideKick Easement Machine:
Freight, Delivery, and Lifetime Training Included*

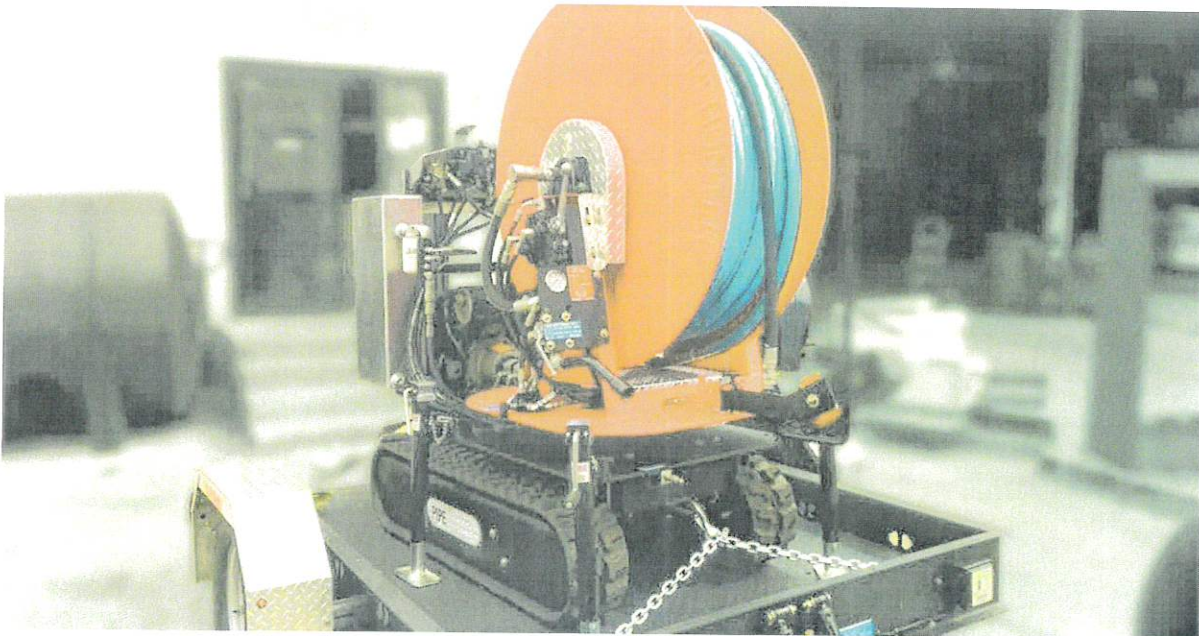
\$ 62,155.00

Thank you for your consideration of Key Equipment & Supply Co. and PipeHunter. We greatly appreciate your business. If you have any questions, or would like additional information, please don't hesitate to contact me directly at (405) 812-5827 or jpandian@keyequipment.com.

Respectfully,

Joshua Pandian

Joshua Pandian
OK Territory Manager
Key Equipment & Supply Co.



*Sample Photos

St. Louis

Key Equipment & Quality Rents
13507 Northwest Industrial Drive
Bridgeton, MO 63044
800-325-4323

Kansas City

Key Equipment & Quality Rents
6716 Berger Avenue
Kansas City, KS 66111
800-262-0149

Springfield

Key Equipment & Quality Rents
1315 Ottis Street
Springfield, IL 62703
217-313-7408

Consent Agenda Item Commentary

Item Title

Discuss and/or take action on Water Tap Application for Daniel and Kaitlin Allen at 15327 South Mingo Road, Bixby, OK in Tulsa County, OK.

Initiator

Justin Dowd

Staff Information Source

Justin Dowd

Background

Daniel and Kaitlin Allen are requesting a water tap for residential service at 15327 South Mingo Road, Bixby, OK in Tulsa County, OK.

The applicant is responsible for obtaining any off-site easements and Permits from the County for the installation of the private water service line.

Exhibits

1. Tap Location

Key Issue

Water Tap Approval

Council Action

Approve water tap (outside the City limits)

Recommendation

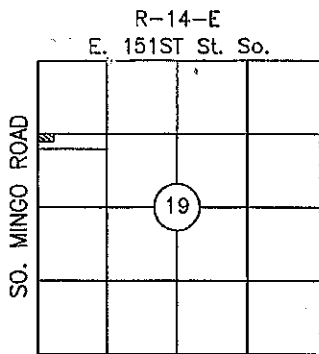
Approval

Item No: 3.**Meeting Date**

February 24, 2025

Meeting

20250224 Bixby Public Works Authority Agenda



E. 161ST St. So.

LOCATION MAP

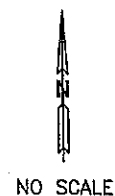
COUNTY: TULSA

PLAT OF SURVEY FOR LOT SPLIT

TRACT NO. 2

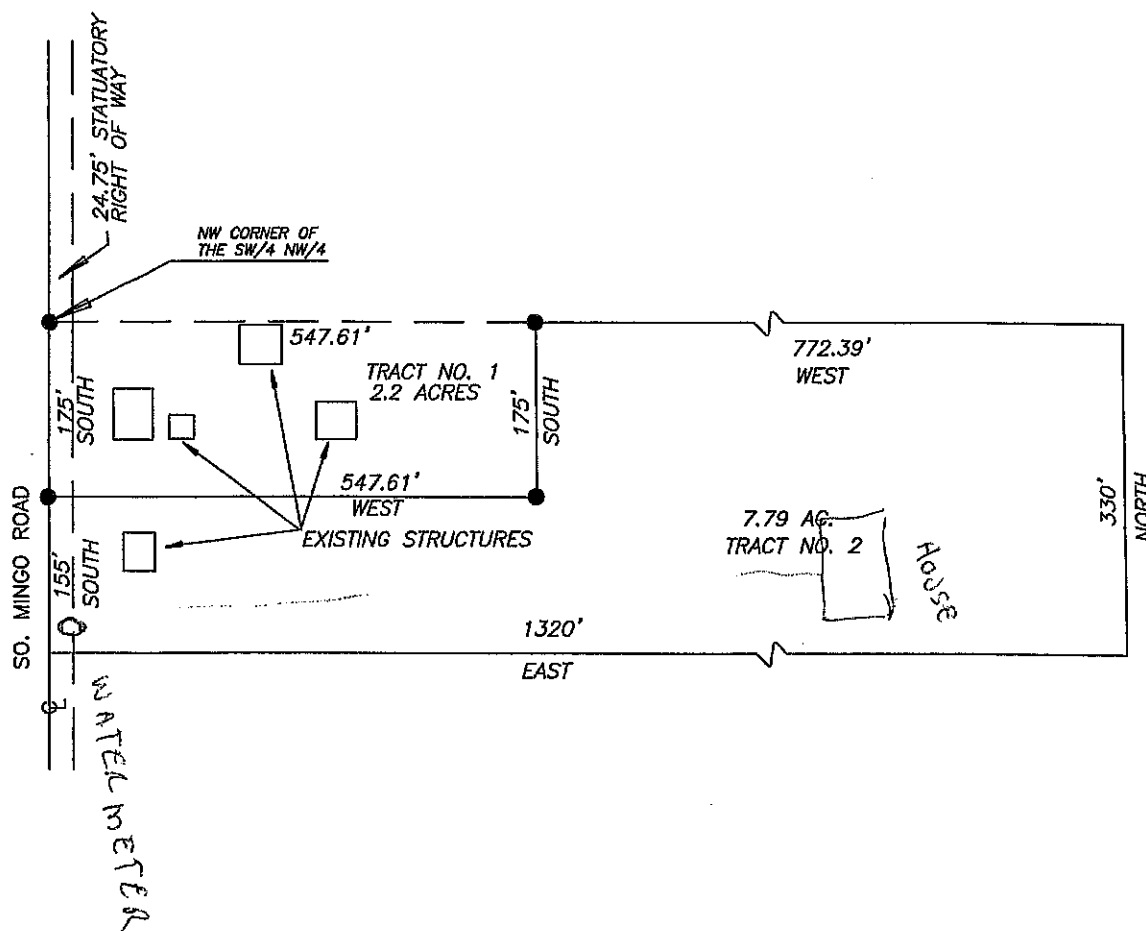
LEGAL DESCRIPTION, TRACT NO. 2

THE NORTH HALF OF THE NORTH HALF (N/2 N/2) OF LOT 5, SECTION 19, T-17-N, R-14-E, OF THE INDIAN BASE AND MERIDIAN IN TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, AND KNOWN AS 15325 SOUTH MINGO ROAD, LESS THE NORTH 175 FEET OF THE WEST 547.61 FEET AND CONTAINING 7.79 ACRES MORE OR LESS.



LEGEND

- = SET IRON PIN
W/ CAP LS1316
- ▲ = SET MAG NAIL
W/ SHINER LS1316
- = FOUND MONUMENT



PRESENT ZONING: AG
BULK AND AREA REQUIREMENTS:

WIDTH: 150 LF
LOT AREA: 2 ACRES
FRONT YARD SETBACK: 35 LF
SIDE YARD SETBACK: 15 LF
REAR YARD SETBACK: 40 LF
BUILDING HEIGHT: 35 LF

FEMA MAP: ZONE 'AE', 40062 0630H
EFFECTIVE DATE: 9/22/99

CERTIFICATE

Consent Agenda Item Commentary

Item Title

Discuss and/or take action on Water Tap Application for Rodney Adams at 15291 East 181st Street South, Bixby, OK in Tulsa County, OK.

Initiator

Justin Dowd

Staff Information Source

Justin Dowd

Background

Rodney Adams is requesting a water tap for residential service at 15291 East 181st Street South, Bixby, OK in Tulsa County, OK.

The applicant is responsible for obtaining any off-site easements and Permits from the County for the installation of the private water service line.

Exhibits

1. Tap Location

Key Issue

Water Tap Approval

Council Action

Approve water tap (outside the City limits)

Recommendation

Approval

Item No: 4.**Meeting Date**

February 24, 2025

Meeting

20250224 Bixby Public Works Authority Agenda

Property to be serviced:

**15291 E. 181st S.
Bixby OK 74008**

Description:

Section: 34

Township: 17

Range: 14

Legal: BEG 50N & 60W SECR SW TH

W2400.83 N715.02 E241.14

S715.02 POB SEC 34 17 14 3.955ACS

City water line on south side of E 181st. There is a working pump handle on north side of the street but not sure where meter is (if any).

★ Location of pump handle.

★ Location of city service line/tap & meter.

