



City of Bixby Bixby Public Works Authority Meeting Agenda

Monday, July 14, 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 6/23/25.
- 2) Discuss and/or approve Purchase Orders for FY26 for the Water Department as follows:
 - **Accurate Labs for \$13,000** water – DBP, Lead, Copper, Bac-T Testing
 - **Core and Main for \$75,000** – Plumbing Parts
 - **Core and Main for \$150,000** – Neptune AMR meter purchase
 - **Utility Supply - \$10,000** – Plumbing Parts
 - **Ferguson - \$10,000**-Plumbing Parts
- 3) Approve quote from Unified Contractors, LLC to repair fire hydrants for \$10,570.
- 4) Approve pump repairs for South Main Lift Station by Industrial Motor Service in the amount of \$28,880.00 for the two pumps.

Regular Agenda

- 1) Public Works Operations & Maintenance Report from January to June 2025.
Bea Aamodt, Public Works Director

2) Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of July 10, 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 \(sduran@bixbyok.gov\)](mailto: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 6/23/25.

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

1. 6.23.25 Minutes

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

July 14, 2025

Meeting

20250714 Bixby Public Works Authority Agenda

Bixby Public Works Authority Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
June 23, 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 the Bixby Municipal Building, 111 N. Cabaniss Ave., Bixby, OK 74008 on June 20, 2025, on or before 5:00 p.m.

Call to Order

Mayor Girard called the Bixby Public Works Authority Meeting to order at 8:17pm.

Roll Call

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

Members Present

Mayor Girard
Vice Mayor Schultz
Councilor Hirshey
Councilor David
Councilor Payne

Staff Present

Joey Wiedel, City Manager (Not present)
JT Hammons, City Attorney
Shannon Duran, City Clerk
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
Todd Blish, Police Chief
Nick Flanary, Assistant Fire Chief

Consent Agenda

- 1) Minutes for the Bixby Public Works Authority Meeting dated 6/9/25.
- 2) Approve pump repairs for South Main Lift Station by Industrial Motor Service in the amount of \$15,440.00, with potential additional cost for impeller and volute replacement pending evaluation.

Mayor Girard said Items 1-2 on the Consent Agenda is up for discussion and consideration.
Others who spoke: None

Mayor Girard asks for a motion to approve item 1-2. Vice Mayor Schultz made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:5-0
Ayes: Schultz, Hirshey, David, Payne, Girard
Nays: 0

Regular Agenda

1) Adjournment

Adjournment was called at 8:18 pm

Mayor

City Clerk

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve Purchase Orders for FY26 for the Water Department as follows:

- **Accurate Labs for \$13,000** water – DBP, Lead, Copper, Bac-T Testing
- **Core and Main for \$75,000** – Plumbing Parts
- **Core and Main for \$150,000** – Neptune AMR meter purchase
- **Utility Supply - \$10,000** – Plumbing Parts
- **Ferguson - \$10,000**-Plumbing Parts

INITIATOR:

Bea Aamodt, PW Director

STAFF INFORMATION SOURCE:

Heath Wright, Utility Operations Manager

BACKGROUND:

Core and Main is a sole source purchase for AMR.

EXHIBITS: None

KEY ISSUE: Approval of PO for recurrent expenses

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approve

ITEM NO: _____

MEETING DATE: 07-14-25

MEETING: BPWA

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE:

Approve quote from Unified Contractors, LLC to repair fire hydrants for \$10,570

INITIATOR:

Bea Aamodt, Director

STAFF INFORMATION SOURCE:

Heath Wright, Utility Operations Manager

BACKGROUND:

Staff solicited quotes for labor to perform repairs on ten (10) fire hydrants. The City will furnish the fire hydrants, and the scope of work is limited to labor and any ancillary materials necessary for installation.

Two contractors submitted quotes. The lowest responsible quote was submitted by **Unified Contractors** at a rate of **\$1,057 per hydrant**, totaling **\$10,570** for all ten repairs.

Staff recommends awarding the work to **Unified Contractors** based on their lowest responsive quote.

EXHIBITS: None

KEY ISSUE: Infrastructure Maintenance

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

ITEM NO: _____

MEETING DATE: 7/14/2025

MEETING: BPWA

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE:

Approve pump repairs for South Main Lift Station by Industrial Motor Service in the amount of \$28,880.00 for the two pumps.

INITIATOR:

Bea Aamodt, Director

STAFF INFORMATION SOURCE:

Jacob Smith, Project Manager – Jacobs

BACKGROUND:

This item supersedes the agenda item previously approved on June 23, 2025. The original cost estimate provided was for the repair of only one pump.

As part of routine maintenance at the South Main Lift Station, both pumps were recently pulled for evaluation and repair. Inspection revealed significant wear to the impeller and volute of one unit. Although this pump remains marginally operational, staff recommends replacement of these components to ensure long-term reliability and prevent unplanned failure.

Industrial Motor Service has submitted a quote of **\$14,440.00 per pump** to recondition the pump with the intact impeller and volute. The scope of work includes:

- Winding reconditioning
- Replacement of bearings, seals, o-rings, and cables
- Full assembly, testing, and painting

However, seals are currently estimated at a 3–4 week lead time.

Staff will proceed with immediate repairs in order to minimize system downtime and maintain lift station reliability.

EXHIBITS: None

KEY ISSUE: Lift Station Pump Repairs

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

ITEM NO: _____

MEETING DATE: 6/23/2025

MEETING: BPWA

Regular Agenda Item Commentary

Item Title

Public Works Operations & Maintenance Report from January to June 2025.

Initiator

Bea Aamodt

Staff Information Source

Bea Aamodt

Background

Presentation of the Public Works Department's Operations & Maintenance (O&M) activities for the period of January through June 2025. This report provides an overview of work completed across key divisions including Streets, Water, Wastewater, Stormwater, and Engineering. The presentation will highlight routine maintenance, capital maintenance efforts, and project updates.

Exhibits**Key Issue**

Public Works Operations

Council Action

None

Recommendation

None

Item No: 1.**Meeting Date**

July 14, 2025

Meeting

20250714 Bixby Public Works Authority Agenda