

REGULAR MEETING

SAND SPRINGS/SAPULPA JOINT BOARD MEETING

Inter-local Cooperation Agreement

Tuesday, July 16, 2019

1:30 o'clock P. M.

Sapulpa City Hall

Conference Room - First Floor

425 E. Dewey Avenue,

Sapulpa, Oklahoma

AGENDA

1. Call to Order
2. Roll Call
3. Minutes:
 - A. Consider approval of minutes for the April 23, 2019, special joint board meeting.
4. Business:
 - A. Discuss and consider recommendation for Acceptance of the Installation of the 36" x 24" Tee in the Skiatook Raw Water Conveyance System Conduit for the proposed second One Way Surge Tank.
5. Staff Reports:
 - A. Report to the Joint Board the SRWCS Oklahoma Municipal Assurance Group (OMAG) Municipal Property Insurance coverage, including Earth Movement (Earth Quake) coverage, has been renewed for Fiscal Year 2020 (discussion only, no action required).
 - B. Skiatook Raw Water Conveyance System Status Report of July 08, 2019, by Tetra Tech (discussion only, no action required).

6. Adjournment:

(The next meeting is October 15, 2019, at 1:30 o'clock P.M. in Sand Springs at the **Public Works Administration Office, Conference Room 106**, located at **Spring Lake Municipal Complex 13101 W. 46th Street, Sand Springs**).

Dated Posted: July 9, 2019

Time Posted: 11:15 am

By: Shirley Duvon, City Clerk
City of Sapulpa

This agenda was posted at _____ p.m. on July, 2019 on the display board located in the entrance and lobby of the Sand Springs Municipal Building, 100 East Broadway, Sand Springs, Oklahoma 74063, by Janice Almy, City Clerk, City of Sand Springs, Oklahoma.

Janice Almy, City Clerk, City of Sand Springs, Oklahoma

MINUTES

SAND SPRINGS/SAPULPA JOINT BOARD
Interlocal Cooperation Agreement
Tuesday, April 23, 2019
10:00 o'clock A.M.
Special Meeting
Sand Springs Public Works Administration Building
13101 W. 46th Street
Conference Room 106
Sand Springs, Oklahoma 74063

The Sand Springs/Sapulpa Joint Board met in special session on Tuesday, April 23, 2019, at 10:00 o'clock A.M. in the Sand Springs Public Works Administration Building pursuant to the agenda filed with the City Clerk's office and posted at 11:14 a.m. on April 18, 2019 on the display board located in the first floor entrance of the Sand Springs Municipal Building, 100 East Broadway, Sand Springs, Oklahoma 74063.

Members Present: Mike Burdge, City of Sand Springs
 Louis Martin, City of Sapulpa
 Elizabeth Gray, City of Sand Springs

Others Present: Rick Sauer, Tetra Tech
 Frank Weigle, City of Sand Springs
 Robert Pettit, City of Sapulpa

CALL TO ORDER:

Chairman Burdge called the meeting to order at 10:00 a.m.

ROLL CALL:

Chairman Burdge called for individual roll call with members replying in the following manner:

Mr. Martin, here; Ms. Gray, here; Mr. Burdge, here.

CONSIDER APPROVAL OF MINUTES FOR THE JANUARY 15, 2019, REGULAR JOINT BOARD MEETING:

Motion was made by Mr. Martin, seconded by Ms. Gray, to approve the minutes of the January 15, 2019, regular joint board meeting.

ROLL CALL: AYE- Mike Burdge, Louis Martin, Elizabeth Gray. NAY-None. Motion carried 3-0.

DISCUSS AND CONSIDER RECOMMENDATION TO RESPECTIVE MUNICIPAL TRUST AUTHORITIES AN AGREEMENT FOR ENGINEERING SERVICES WITH TETRA TECH, INC., FOR OPERATIONS AND MAINTENANCE OF THE JOINTLY OWNED SKIATOOK RAW WATER CONVEYANCE SYSTEM DURING FISCAL YEAR 2019-2020 IN THE TOTAL AMOUNT OF \$302,128.00:

Motion was made by Elizabeth Gray, seconded by Louis Martin, to recommend to the respective trust authorities the approval of an agreement for engineering services with Tetra Tech, Inc., for operations and maintenance of the jointly owned Skiatook Raw Water Conveyance System for fiscal year 2019-2020 in the amount of \$302,128.00.

ROLL CALL: AYE-Mike Burdge, Louis Martin, Elizabeth Gray. NAY-None. Motion carried 3-0.

DISCUSS AND CONSIDER BID AWARD RECOMMENDATION TO RESPECTIVE MUNICIPAL TRUST AUTHORITIES OF EMERGENCY REPAIRS 2019 FOR THE JOINTLY OWNED SKIATOOK RAW WATER CONVEYANCE SYSTEM TO T-G EXCAVATING, INC. IN THE AMOUNT OF \$89,888.00:

Motion was made by Elizabeth Gray, seconded by Louis Martin, to recommend to the respective trust authorities the award of Emergency Repairs 2019 for the jointly owned Skiatook Raw Water Conveyance System to T-G Excavating, Inc. in the amount of \$89,888.00.

ROLL CALL: AYE-Mike Burdge, Louis Martin, Elizabeth Gray. NAY-None. Motion carried 3-0.

DISCUSS THE FY19 SRWCS MAINTENANCE OUTAGE:

Staff members noted for discussion only, reporting conditions of the System Storage Tanks, Installation of the Line Tee for the new One Way Storage Tank, Zebra Mussels, Switch Gear 240 Volt Breaker, and Meter Vault Valves.

DISCUSS SRWCS STATUS REPORT OF APRIL 2, 2019, BY TETRA TECH, INC:

The Skiatook Raw Water Conveyance System March 2019 Status Report prepared by Tetra Tech, Inc., was presented for discussion (if required).

ADJOURNMENT: 10:51 a.m.

There being no further business, a motion to adjourn was made by Mr. Martin, and seconded by Ms. Gray.

ROLL CALL: AYE- Mr. Martin, Ms. Gray, Mr. Burdge. Nay-None. Motion carried 3-0.



4A

June 13, 2019

Sand Springs Municipal Authority Sapulpa Municipal Authority
ATTN: Mr. Frank Weigle ATTN: Mr. Steve Hardt
13101 W. 46th Street 425 E. Dewey
Sand Springs, OK 74063 Sapulpa, OK 74067

**RE: SKIATOOK RAW WATER CONVEYANCE SYSTEM
ONE WAY SURGE TANK – INSTALL 36" X 24" TEE**


Dear Mr. Weigle and Mr. Hardt:

The final inspection was conducted on May 31, 2019, for the above referenced project, and no punch list items were noted. Enclosed for your use is two original sets of the closeout and final acceptance documentation, as follows:

- Final Pay Estimate # 2
- Final Inspection Report
- Time Charge Statement
- Contractor's Final Release Claims of Payment
- Lien Releases
- Consent of Surety
- Record Drawings

To the best of our knowledge, this project has been constructed in accordance with the approved contract documents; therefore, Tetra Tech recommends acceptance of the improvements and that the warranty date be established as of June 1, 2019 and ends May 31, 2020.

Sincerely,
Tetra Tech


Josh Paz, P.E.
Project Manager

JP/lv
Enclosures

Xc: Mr. Ron Hensley, Hensley Construction, Inc.
Mr. Rick Sauer, RPR, Tetra Tech

P:\11348\200-11348-1800\Construction\ConstSchedule\C15. CLOSEOUT\CLOSEOUT DOCUMENTS\Acceptance Recommendation - Revised 7-8-19.doc

Oklahoma CA No. 2388
Expires 6/30/2021

5A



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Municipal Property Protection Plan
Declarations Page

1. PLAN MEMBER
and Mailing Address

SKIATOOK RAW WATER CONVEYANCE SYSTEM
P.O. BOX 338
SAND SPRINGS OK 74063-0338

AGREEMENT NUMBER
PRO 1400488 03

2. Plan Period From 12:01 A.M. Central Standard Time at the address of the Plan Member
From **07/01/2019** to **07/01/2020**

3. The Plan Member is a(n) **PUBLIC TRUST**

4. The Coverage afforded by this agreement is only with respect to the following coverages as are indicated by specific limits of coverage, for which a premium is charged.

COVERAGE

PREMIUM

COMMERCIAL PROPERTY COVERAGE

Buildings and Business Personal Property, per schedule	Limit:	\$8,658,479	\$7,520
Mobile Equipment, per schedule	Limit:	\$0	\$0
Leased/Rental Equipment	Limit:	\$0	\$0
Miscellaneous Equipment, per schedule	Limit:	\$0	\$0
Fine Arts, per schedule	Limit:	\$0	\$0
Builders' Risk	Limit:	\$0	\$0

EXCESS COVERAGE

Business Income	\$0 per occurrence	\$0 per location	\$0
Accounts Receivable	\$0 on premises	\$0 off premises	\$0
Valuable Papers	\$0 on premises	\$0 off premises	\$0
Theft/Disappearance /Destruction	\$0 inside	\$0 outside	\$0
Earth Movement (Subject to \$100,000 Deductible)	Excess Limit:	\$5,000,000	\$113

EQUIPMENT BREAKDOWN COVERAGE

Excluding Electrical Power Generating Equipment, per schedule	Included
Including Electrical Power Generating Equipment, per schedule	Excluded

TOTAL PREMIUM

\$7,633

5. LIMITS, per Supplemental Coverage Declarations, Equipment Breakdown Declarations and other schedules.
6. DEDUCTIBLES, per Supplemental Coverage Declarations, Equipment Breakdown Declarations and other schedules.
7. This agreement is composed of this Declaration Page, Equipment Breakdown Declarations, Schedules, Forms and Endorsements, if any.

Amethun D. Woods

OMAG Representative

05/19/2019
Date



TETRA TECH

5B

TO: Mr. Derek Campbell, City of Sand Springs
FROM: Rick Sauer
RE: **SKIATOOK RAW WATER CONVEYANCE SYSTEM
JUNE 2019 STATUS REPORT**

DATE: July 08, 2019

GENERAL:

This report will cover the status of the Skiatook Raw Water Conveyance System from June 1, 2019, through June 30, 2019. The average water usage rate for Sand Springs during the month of June was 3.32 MGD (includes golf course, if any). The average water usage rate for Sapulpa during the month of June was 2.75 MGD. The total average water usage rate for the system during June was 6.07 MGD. (See the attached sheets for more detail.) The meter reading data reflects water usage from the beginning of the project through June 2019. The latest graph shows the water usage from February 2005 through June 2019. The electrical allocation print-out for the billing month of June is included within the attachments.

PERIOD IN REVIEW:

Tetra Tech (Tt) personnel continued to monitor and conduct routine maintenance on the entire system. There were no after-hours emergency call-out during the month of June 2019.

In addition to many routine maintenance tasks, Tetra Tech personnel performed the following during this period:

1. Addressed 3 locate tickets associated with the SRWCS system, assisted the Owners' personnel with marking the system alignment when warranted, and reported potential conflicts to the Owners' representatives as necessary.
2. Please note that June water usage totals were obtained from water treatment plant monthly operational reports as the meter vault was shut down due to flooding on May 22nd.
3. Operator pumped flood water from meter vault on the 3rd, utilized power washer and cleaned interior on the 4th, utilized air compressor to blow water from within conduits and fixtures on the 5th, removed sump pump control panel and placed within pump station to dry-out on the 7th, delivered panel to Houchin Electric on the 11th.
4. Operator assisted Houchin Electric personnel with meter vault sump pump control panel replacement on the 17th, replaced light fixtures, receptacles, and breakers as well.

PAGE 2

5. Operator removed all 6-meter vault valve operator covers, drained flood water, clean, and re-assemble on the 17th.
6. Operator assisted Micro-Comm technician with annual telemetry system check on the 25th. Components appear to be operating within industry parameters.
7. PSO personnel energized pertinent transformer for the meter vault on the 26th. Operator energized the flow meters as well. The meters appear to be operating normally.
8. Operator drilled 'weep holes' bottom of all 6-meter vault valve operators to allow condensate to drain from within. Observations during cleaning on the 17th revealed that condensation had been trapped over the years. One of the operator stems was severely corroded and was replaced.
9. Placed new de-humidifier within meter vault on the 27th.
10. Operator discovered meter vault sump pump controls not working properly in auto mode. Technician from Houchin Electric on site on the 28th to determine problem. Noted that they will need to order some new contactors and switches as existing are corroded due to submersion. Should be corrected first week of July.
11. Tetra Tech office received notice from right-of-way property owner Craig Sutton on September 20, 2010. He owns property from Station 328+99 to 384+53. He has revoked all trespass rights across his property to access structures which include Air Relief Valve #s 26, 27, 30, and 32; 36" Butterfly Valve #28; and 12" Blow-off Valve #29. Operator met with Mr. Sutton on September 27, 2010, in an attempt to resolve issue; however, Mr. Sutton requests monetary compensation to grant access to right-of-way structures. Operator replied that he has no authority to approve monetary compensation on behalf of the municipalities. An 'on-site' meeting including Mr. Sutton, Mr. Weigle, GMA Construction, and Mr. Sauer was conducted on March 1, 2012. The Municipalities and Mr. Sutton are currently working on an agreement to allow operator and contractors to access right-of-way for maintenance purposes.

EMERGENCY REPAIRS SRWCS 2019:

T-G Excavating continues to be on "standby" for any emergency line repairs.

SS GOLF COURSE WATERLINE:

The golf course meter reflected usage of ~~0~~ gallons for the month of June 2019. The usage readings, if any, are included in Sand Springs' average water usage rate as reported in paragraph one of this report.

MAINTENANCE ISSUES:

Operations considers corrosion to be one of the most serious issues that could possibly affect the future reliability of the SRWCS system. Priority corrosion concerns involve the system surge arrestor, the uncoated A.R.V.s, flanged outlets along the system, and the vault piping that doesn't meet standards to be considered cathodically protected. Operations will continue to gather trending data from the vault piping test stations in an effort to monitor for and report corrosion concerns associated with these areas of the system. Following the 2018 cathodic survey of vault piping by Corrpro, Tt forwarded the Corrpro report with recommendations attached, to the Owners' representatives for their consideration.

Operations recommends annual removal of unwanted growth along the SRWCS easement by utilizing brush hog until a different means of removal becomes available.

MISCELLANEOUS:

The Skiatook Lake normal elevation is 714.00 feet at the top of the conservation pool. As of 12:00 p.m. midnight, June 30, 2019, the lake elevation was recorded at 724.98 feet.

LAKE LEVEL IS 10.98 feet ABOVE NORMAL

Tt FEE STATUS

PERCENT EXPENDED FROM BUDGET

<u>INVOICE MONTH</u>	<u>CONTRACT TIME</u>	<u>OPER. & MAINT.</u>	<u>DIRECT EXPENSE</u>	<u>REPAIR & REHAB</u>	<u>80 TRI-ANNUAL SHUTDOWN</u>
June 2019	99.5%	99.7%	87%	0%	56%

Attachments
RS/lv//tk

cc:

Mr. Frank Weigle, City of Sand Springs, w/att.
Mr. Robert Petitt, City of Sapulpa, w/att.

Skiatook Raw Water Conveyance System

Allocation of Electric Costs

Billing Period: June 2019

July 08, 2019

	Maximum 30 Minute Water Demand		Monthly Water Usage (Gallons)		Metered KW Capacity (KWH)		
	<u>Sand Springs</u>	<u>Sapulpa</u>	<u>Sand Springs</u>	<u>Sapulpa</u>	<u>Sand Springs</u>	<u>Sapulpa</u>	<u>Total</u>
June 2019	3,427,500	2,844,567	102,825,000	85,337,000	164.73	136.71	301.44
May 2019	3,114,226	2,587,419	96,541,000	80,210,000	150.37	124.93	275.3
April 2019	3,017,586	2,622,523	90,527,575	78,675,680	147.29	128.01	275.3
March 2019	1,638,874	1,440,821	50,805,085	44,665,460	146.50	128.80	275.3
February 2019	3,120,351	2,484,528	87,369,823	69,566,792	153.27	122.03	275.3
January 2019	3,258,232	2,567,694	101,005,177	79,598,528	153.97	121.33	275.3
December 2018	3,092,766	2,536,723	95,875,739	78,638,419	151.25	124.05	275.3
November 2018	3,173,730	2,292,627	95,211,901	68,778,821	159.84	115.46	275.3
October 2018	3,308,752	2,324,615	102,571,300	72,063,075	161.70	113.60	275.3
September 2018	3,713,083	2,594,615	111,392,500	77,838,445	178.95	125.05	304
August 2018	3,893,387	2,768,020	120,695,000	85,808,630	177.33	126.07	303.4
July 2018	4,400,758	3,005,182	136,423,500	93,160,650	180.29	123.11	303.4

	<u>Sand Springs</u>	<u>Sapulpa</u>	<u>Total</u>
ENERGY CHARGE	\$5,257,8260	\$4,363,3390	\$9,621,1650
ON PEAK CHARGE	\$839,8490	\$697,0110	\$1,536,8600
OFF PEAK CHARGE	\$1,122,8000	\$748,5300	\$1,871,3300
CUSTOMER CHARGE	\$159,2100	\$106,1400	\$265,3500
Total	\$7,379.68	\$5,915.02	\$13,294.70

Sand Springs

Sapulpa

Month	Sand Springs				Sapulpa				TOTAL	
	METER READING	METERED USAGE	ADJUSTMENT	METER READING	METERED USAGE	ADJUSTMENT	CUMULATIVE METER TOTAL	MONTHLY METERED USAGE	MONTHLY ADJUSTED USAGE	
2019 Feb	11,131,385,440	87,369,823	0	8,957,492,760	69,566,792	0	20,088,878,200	156,936,615	156,936,615	
		Sand Springs golf course reading is 260,475,000 for a recorded use of -0- gallons.								
Mar	11,182,190,525	50,805,085	0	9,002,158,220	44,665,460	0	20,184,348,745	95,470,545	95,470,545	
		Sand Springs golf course reading is 260,475,000 for a recorded use of -0- gallons.								
Apr	11,272,718,100	90,527,575	0	9,080,833,900	78,675,680	0	20,353,552,000	169,203,255	169,203,255	
		Sand Springs golf course reading is 260,475,000 for a recorded use of -0- gallons.								
May	11,369,259,100	96,541,000	0	9,161,043,900	80,210,000	0	20,530,303,000	176,751,000	176,751,000	
		Sand Springs golf course reading: 260,475,000 for a recorded use of -0- gallons								
Jun	11,472,084,100	102,825,000	0	9,246,380,900	85,337,000	0	20,718,465,000	188,162,000	188,162,000	
		Sand Springs Golf course reading: 260,475,000 for a recorded use of -0- gallons.								

7/8/2019

SRWCS WATER USAGE

SAND SPRINGS - SAPULPA

Millions

