

# **SAPULPA MUNICIPAL AUTHORITY MEETING**

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, APRIL 20, 2020

MEETING PROCEDURE: Comments from the public are welcome at two different times during the course of the meeting. A Sign in Sheet is located at the back of the room. Those wishing to address the Municipal Authority are to sign in prior to the start of the meeting and identify the item(s) they wish to address. Comments concerning items scheduled on the Agenda will be heard immediately following the presentation by staff or petitioner and Comments concerning items not scheduled on the Agenda will only be heard under the Public Comments section. The Municipal Authority will act on an Item after all comments have been heard.

**PLEASE COME TO THE PODIUM WHEN THE CHAIRMAN CALLS YOUR NAME**

## **- AGENDA -**

1. **NOTICE OF TELECONFERENCE AND/OR VIDEO CONFERENCE PARTICIPATION:**
  - A. The following Trustees will remotely appear and participate in the regular meeting by telephonic and/or video connection:  
  
John Anderson, Vickie Beyer, Bruce Bledsoe, Marty Cummins, Wes Galloway, Carla Gunn, Craig Henderson, Louis Martin, Jr., Hugo Naifeh, John Suggs.
  - B. All Municipal Authority members may choose to appear physically and participate in the meeting at the City Council chambers if desired.
  - C. The meeting is open and accessible to the public by telephonic connection at #1-346-248-7799; Meeting ID: 967 5444 2312. In addition, the meeting is open and accessible for public participation by on site appearance at the Sapulpa City Council Chamber, at 425 E Dewey Avenue, Sapulpa, Oklahoma.
2. **CALL TO ORDER.**
3. **ROLL CALL.**
4. **MINUTES.**
  - A. Consider approving the minutes of the April 6, 2020, regular municipal authority meeting.
5. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**

6. **CONSENT ITEMS:** All matters under “Consent” are considered by the Municipal Authority to be routine and will be enacted by one motion. Any Municipal Authority Trustee may, however, remove an item from consent by request.

- A. Consider approving claims in the amount of \$454,926.80 (Refer to: Purchase Order Claim Register on City Agenda)

7. **PUBLIC HEARINGS.**

8. **ADMINISTRATION.**

- A. Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma and the Sapulpa Municipal Authority amending the FY 2019-2020 annual budget by increasing revenue and appropriations in the Stormwater Management Fund in the amount of \$11,385.00 to recognize reimbursements for damage to the sewer vac truck.

- B. Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma and the Sapulpa Municipal Authority amending the FY 2019-2020 annual budget by increasing revenue and appropriations in the Water and Sewer Sales Tax Fund in the amount of \$3,900.00 to recognize reimbursements for damage to a fire hydrant.

9. **NEW BUSINESS.**

10. **INFORMATIONAL ITEMS FROM CHAIRMAN, BOARD OF TRUSTEES, TRUST MANAGER, OR TRUST ATTORNEY.**

11. **PUBLIC COMMENTS:** The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the Municipal Authority on any subject not scheduled on the Regular Agenda. The Municipal Authority shall make no decision or action, except to direct the Trust Manager to take action, or to schedule the matter for Municipal Authority discussion at a later date.

*Please come to the podium when the Chairman calls your name and keep your comments as brief as possible.*

12. **ADJOURNMENT.**

Posted this 16th day of April, 2020 at or before 5:30 p.m., at the Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Name: *Amy Hoehner*

Title: *Legal Assistant*





**AGENDA ITEM**

**Municipal Authority Regular**

**4. A.**

**Meeting Date:** April 20, 2020

**Submitted By:** Shirley Burzio, City Clerk

**Department:** City Clerk

**Presented By:**

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**SUBJECT:**

Consider approving the minutes of the April 6, 2020, regular municipal authority meeting.

**BACKGROUND:**

**RECOMMENDATION:**

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**Attachments**

minutes.04-06-2020 sma

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**SAPULPA MUNICIPAL AUTHORITY**  
TRUST PROCEEDINGS  
Meeting of April 6, 2020

The Board of Trustees of the Sapulpa Municipal Trust Authority met in regular session Monday, April 6, 2020, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Louis Martin, Jr., Chairman Pro Tem  
Marty Cummins, Vice-Chairman Pro Tem  
John Anderson, Trustee  
Bruce Bledsoe, Trustee  
Wes Galloway, Trustee  
Carla Gunn, Trustee  
Craig Henderson, Trustee  
Hugo Naifeh, Trustee  
John Suggs, Trustee

Absent: Vickie Beyer, Trustee

Staff Trust Manager Joan Riley; Trust Treasurer Pam Vann;  
Present: Trust Attorney David Widdoes; Secretary Shirley Burzio

**1. NOTICE OF TELECONFERENCE PARTICIPATION:**

- A.** The following Trustees remotely appeared and participated in the regular meeting by telephonic connection:

Marty Cummins, Carla Gunn, John Suggs.

- B.** All Municipal Authority members may choose to appear physically and participate in the meeting at the City Council chambers if desired.

- C.** The meeting was open and accessible to the public by telephonic connection at #1-346-248-7799; Meeting ID: 460 229 466. In addition, the meeting was open and accessible for public participation by on site appearance at the Sapulpa City Council Chamber, at 425 E Dewey Avenue, Sapulpa, Oklahoma.

**2. MINUTES, CONSENT ITEMS AND ADMINISTRATION.**

- A.** Consider approving the minutes of the March 16, 2020, regular municipal authority meeting.
- B.** Consider approving claims in the amount of \$150,643.84
- C.** Discussion and possible action regarding recommendation to award bid to Crossland Heavy Contractors, Inc., in the amount of \$3,759,464.00 for the Wastewater Treatment Plant Improvements Project, and authoring the Mayor Pro Tem to execute all contract documents related thereto. The budgeted amount for the project is \$3,817,650.00.

Motion was made by Hugo Naifeh, seconded by Wes Galloway to approve the following:

Minutes of the March 16, 2020, regular municipal authority meeting;

Claims in the amount of \$150,643.84;

Award of bid to Crossland Heavy Contractors, Inc., in the amount of \$3,759,464.00, for the Wastewater Treatment Plant Improvements Project, and authorizing the chairman to execute all contract documents related thereto.

**ROLL CALL VOTE - AYE:** Louis Martin, Jr., Marty Cummins, John Anderson, Bruce Bledsoe, Wes Galloway, Carla Gunn, Craig Henderson, Hugo Naifeh, John Suggs

**9 - 0 MOTION CARRIED**

**3. PUBLIC COMMENTS:**

There were no comments made to the board.

4. **ADJOURNMENT.**

Motion was made by Wes Galloway, seconded by Hugo Naifeh to adjourn the meeting. Motion carried unanimously.

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Chairman

Attest:

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Secretary



**Consent Agenda 6. A.**

**Municipal Authority Regular**

**Meeting Date:** April 20, 2020

**Submitted For:** Hailey Sharp, Accounts Payable Clerk

**Submitted By:** Amber Fisher, Accounts Payable Clerk

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**SUBJECT:**

Consider approving claims in the amount of \$454,926.80 (Refer to: Purchase Order Claim Register on City Agenda)

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**AGENDA ITEM**

**Administration 8. A.**

**Municipal Authority Regular**

**Meeting Date:** April 20, 2020

**Submitted By:** Pam Vann, Finance Director

**Department:** Finance

**Presented By:** Pam Vann

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**SUBJECT:**

Discussion and possible action regarding a Resolution of the City of Sapulpa, Oklahoma and the Sapulpa Municipal Authority amending the FY 2019-2020 annual budget by increasing revenue and appropriations in the Stormwater Management Fund in the amount of \$11,385.00 to recognize reimbursements for damage to the sewer vac truck.

**BACKGROUND:**

The City has received an insurance reimbursement in the amount of \$11,385.00 for damage to the sewer vac truck used by the stormwater department. Appropriations need to be made to cover the costs of the repairs.

**RECOMMENDATION:**

Staff recommends approval of the resolution.

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**Attachments**

Stormwater Management Fund Resolution-Reimbursement

Stormwater Management Fund budget adjustment

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RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AND THE SAPULPA MUNICIPAL AUTHORITY AMENDING THE FY 2019-2020 ANNUAL BUDGET BY INCREASING REVENUE AND APPROPRIATIONS IN THE STORMWATER MANAGEMENT FUND IN THE AMOUNT OF \$11,385.00 TO RECOGNIZE REIMBURSEMENTS FOR DAMAGE TO THE SEWER VAC TRUCK.

**WHEREAS**, the City of Sapulpa has received \$11,385.00 for reimbursements for damage done to the sewer vac truck; and

**WHEREAS**, appropriations need to be made to cover the repair costs,

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority, Sapulpa, Oklahoma, that the following budget amendment be made:

**WATER AND SEWER IMPROVEMENT SALES TAX**

(Increase)	29-4086 Reimbursements	<u>\$11,385.00</u>
	Total Revenue Increase:	\$11,385.00
(Increase)	29-529-352 Maintenance-Vehicles	<u>\$11,385.00</u>
	Total Appropriations Increase:	\$11,385.00

**PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA, OKLAHOMA, AND THE SAPULPA MUNICIPAL AUTHORITY, SAPULPA, and signed by the Mayor/Chairman this 20th day of April 2020.**

\_\_\_\_\_  
Lou Martin, Mayor Pro Tem/Chairman

ATTEST:

\_\_\_\_\_  
Shirley Burzio, City Clerk/Trust Secretary

\_\_\_\_\_  
David Widdoes, City Attorney/Trust Attorney





**AGENDA ITEM**

**Administration 8. B.**

**Municipal Authority Regular**

**Meeting Date:** April 20, 2020

**Submitted By:** Pam Vann, Finance Director

**Department:** Finance

**Presented By:** Pam Vann

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**SUBJECT:**

Discussion and possible action regarding Resolution of the City of Sapulpa, Oklahoma and the Sapulpa Municipal Authority amending the FY 2019-2020 annual budget by increasing revenue and appropriations in the Water and Sewer Sales Tax Fund in the amount of \$3,900.00 to recognize reimbursements for damage to a fire hydrant.

**BACKGROUND:**

The City has received a reimbursement in the amount of \$3,900.00 for damage to a fire hydrant at 117 North Division. An appropriation needs to be made to cover the costs of the repair.

**RECOMMENDATION:**

Staff recommends approval of this resolution.

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**Attachments**

Water & Sewer Improvements Sales Tax Resolution-Reimbursements

Water & Sewer Improvement Sales Tax Fund budget adjustment

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RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AND THE SAPULPA MUNICIPAL AUTHORITY AMENDING THE FY 2019-2020 ANNUAL BUDGET BY INCREASING REVENUE AND APPROPRIATIONS IN THE WATER AND SEWER IMPROVEMENT SALES TAX FUND IN THE AMOUNT OF \$3,900.00 TO RECOGNIZE REIMBURSEMENTS FOR DAMAGE TO A FIRE HYDRANT.

**WHEREAS**, the City of Sapulpa has received \$3,900.00 for reimbursements for damage done to a fire hydrant at 117 North Division; and

**WHEREAS**, appropriations need to be made to cover the repair costs,

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority, Sapulpa, Oklahoma, that the following budget amendment be made:

**WATER AND SEWER IMPROVEMENT SALES TAX**

(Increase)	46-4086 Reimbursements	<u>\$3,900.00</u>
	Total Revenue Increase:	\$3,900.00
(Increase)	46-546-354 Facilities	<u>\$3,900.00</u>
	Total Appropriation Increase:	\$3,900.00

**PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA, OKLAHOMA, AND THE SAPULPA MUNICIPAL AUTHORITY, SAPULPA, and signed by the Mayor/Chairman this 20th day of April 2020.**

\_\_\_\_\_  
Lou Martin, Mayor Pro Tem/Chairman

ATTEST:

\_\_\_\_\_  
Shirley Burzio, City Clerk/Trust Secretary

\_\_\_\_\_  
David Widdoes, City Attorney/Trust Attorney

