

SAPULPA MUNICIPAL AUTHORITY MEETING

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, MAY 21, 2018

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. **CALL TO ORDER.**
2. **ROLL CALL.**
3. **MINUTES.**
 - A. Consider approval of the May 7, 2018, minutes of the regular municipal authority meeting.
4. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
5. **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 \$ 306,879.86.
(Refer to: Purchase Order Claim Register with City Agenda.)
6. **PUBLIC HEARINGS.**
7. **ADMINISTRATION.**
8. **NEW BUSINESS.**

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

- A. Project Status Report from Tetra Tech regarding various City and SMA projects.

10. **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.

11. **ADJOURNMENT.**

Posted this 18th day of May, 2018 at or before 5:00 p.m., at the Sapulpa City Hall, 425 East Dewey, Sapulpa, Oklahoma.

Name: *Anna Jo Fife*

Title: *Administrative Assistant*



AGENDA ITEM

Municipal Authority Regular

3.A.

Meeting Date: May 21, 2018

Submitted For: Shirley Burzio, City Clerk

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approval of the May 7, 2018, minutes of the regular municipal authority meeting.

BACKGROUND:

RECOMMENDATION:

Attachments

[minutes.05-07-2018 sma](#)

SAPULPA MUNICIPAL AUTHORITY
TRUST PROCEEDINGS
Meeting of May 7, 2018

The Board of Trustees of the Sapulpa Municipal Trust Authority met in regular session Monday, May 7, 2018, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Reg Green, Chairman
Louis Martin, Jr., Vice-Chairman
John Anderson, Trustee
Bruce Bledsoe, Trustee
Marty Cummins, Trustee
Wes Galloway, Trustee
Craig Henderson, Trustee
Hugo Naifeh, Trustee
Charles Stephens, Trustee
Carla Stinnett, Trustee

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

1. MINUTES, CONSENT ITEMS AND ADMINISTRATION.

Motion was made by Vice-Chairman Louis Martin, seconded by Trustee Marty Cummins, to approve the following items of business:

- A. Approve the minutes of the April 16, 2018, regular municipal authority meeting;
- B. Approve claims in the amount of \$550,679.73;
- C. Approve the close-out of the Dewey Avenue Connection Wastewater Line Project with B&B Utility, LC, and payment of the final pay request in the amount of \$11,562.30. This also includes the approval of one change order due resulting in a \$175.25 increase in the project cost. The total project cost (less liquidated damages) is \$50,983.03. This includes the approval of all close out documents; establishing the warranty date effective March 24, 2018, through March 23, 2019.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Craig Henderson, Louis Martin, Hugo Naifeh, Charles Stephens, Carla Stinnett. NAY-None. Motion carried 10-0.

2. PUBLIC COMMENTS:

There were no comments made to the board.

3. **ADJOURNMENT.**

There being no further business to consider, motion was made by Trustee Charles Stephens, seconded by Trustee Hugo Naifeh, to adjourn the meeting. Motion carried unanimously.

Chairman

Attest:

Secretary



Consent Agenda 5.A.

Municipal Authority Regular

Meeting Date: May 21, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Claims in the amount of \$ 306,879.86.

(Refer to: Purchase Order Claim Register with City Agenda.)



AGENDA ITEM

Municipal Authority Regular

9.A.

Meeting Date: May 21, 2018

Submitted By: Anna Jo Fife, City Manager Assistant

Department: City Manager

Presented By:

SUBJECT:

Project Status Report from Tetra Tech regarding various City and SMA projects.

BACKGROUND:

RECOMMENDATION:

Attachments

Status Report 05-21-18

TETRA TECH, INC.
PROJECT STATUS REPORT
SAPULPA, OKLAHOMA
MAY 21, 2018

STATUS
O = Operations
P = Planning
E = Engineering Design
C = Construction

PROJECT	TETRA TECH CONTACT	STATUS	FUNDING	COMMENTS	RECOMMENDED ACTION
1. Water Atlas Creation	Ryan Mittasch, P.E.	P		Tetra Tech is waiting for atlas markups from city staff to document facilities that were not in the plans previously provided.	City to review draft atlas and provide updated information to Tetra Tech for data entry.
2. N02-N04 Lift Station, Force Main, and Gravity	Ryan Mittasch, P.E.	E		This project is currently advertised for construction.	None.
3. SeneGence/Westside Sewer Plan	Josh Muskopf, P.E.	E		Subconsulting and survey underway.	None.
4. Sapulpa Fire Training Facility Waterline	Josh Muskopf, P.E.	E		Permit approvals received from ODOT and ODEQ. Minor comments received and addressed for Stillwater Central Rail crossing permit. Awaiting approval from Omega Rail Mgmt.	None.
5. Hobson Street Study	Josh Muskopf, P.E.	P		Tetra Tech would like to study the cause of recurring SSO that takes place along Watchorn Avenue during wet weather. This will ensure recommendations for rehab will mitigate this SSO.	Approve agreement to perform study.