

WAGONER PUBLIC WORKS AUTHORITY
REGULAR BUSINESS MEETING
WAGONER CITY HALL
231 CHURCH STREET
NOVEMBER 6, 2023
7:00 P.M.

DALTON SELF, CHAIRMAN
DWAYNE ELAM, PUBLIC WORKS DIRECTOR
KEN HICKS, ATTORNEY

RHONDA K HASH, SECRETARY
DONNA S. JONES, TREASURER

Jimmy Butler
Anthony Wagoner
Brenda Lenard
Kevin Higginbottom

Patrick Sampson
Gayla Wright
Larry Abernathy
Steven L. Rhoden

Meeting tape recorded by Rhonda K. Hash, Secretary
Agenda Posted November 3, 2023 at 4:30 P.M.

THE WAGONER PUBLIC WORKS AUTHORITY REGULAR BUSINESS MEETING FOR NOVEMBER 6, 2023 WAS CALLED TO ORDER AT 7:37 P.M. BY CHAIRMAN SELF. ALL TRUSTEES WERE PRESENT.

1. Approval or correction to minutes: October 2, 2023

Motion by Trustee Abernathy, second by Trustee Butler to approve minutes of October 2, 2023. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

2. Approval or denial of claims: W.P.W.A. to include #59 - #79 manual warrants
WPWA Capital Projects Fund-#20 - #24
Special Events Fund-#41-#50

Motion by Trustee Abernathy, second by Trustee Butler to approve claims list as submitted. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

Claims List: Taken from Purchase Order Receipt Report – Manual Warrants listed first

59	DISBURSEMENT FUND	224,115.27	99173	WAGONER COUNTY RWD 6	876.77
60	DISBURSEMENT FUND	81,111.27	99175	PIKEPASS CUSTOMER	3.30
61	COMMUNITY CARE	20,353.20	99177	NORTHERN SAFETY	29.94
62	DELTA DENTAL	957.06	99178	SAM'S CLUB	69.92
63	VISION SERVICE PLAN	522.12	99179	KEY EQUIPMENT & SUPPLY CO.	1,223.00
64	SUNLIFE INSURANCE	312.18	99162	S&M MOBILE D.A.T.	210.00
65	COMMUNITY CARE EAP	25.90	99185	FLEETCOR TECHNOLOGIES	2,318.26
66	THOMAS E CUMMINS, INC.	933.45	99187	AUTOZONE	24.16
67	SIGNIA BY HILTON	1,680.76	99189	GOODMAN AUTOMATION & MAI	770.00
68	SMITH AND LOVELESS INC	1,777.75	99190	WASTE MANAGEMENT	3,370.00
69	GRDA	593,007.64	99193	IBT INC	125.32
70	WE DO DOORS	1,600.00	99194	HAWKINS, INC	776.04
71	PRYOR WASTE AND RECYCLING	46,141.72	99195	ATLAS LAND OFFICE	1,980.00
72	AT AND T	140.31	99199	DITCH WITCH OF OKLAHOMA	184.83
73	HALL ESTILL ATTORNEYS AT LAW	2,817.50	99202	FLEETCOR TECHNOLOGIES	1,762.33
74	AT AND T	1,109.46	99204	TULSA HOSE & FITTINGS	14.83
75	TELADOC	157.25	99205	NORTHERN SAFETY CO., INC	251.61
76	DISBURESMENT FUND	80,792.23	99210	SUPERIOR LINEN SERVICE	22.73
77	WPWA NSF CHECKING	2,000.00	99212	CLEAN THE UNIFORM CO.	1,333.76
78	WAGONER EMS	49,500.00	99213	BANDY'S BUSINESS FORMS	161.12
79	PRYOR WASTE AND RECYCLING	35,672.66	99214	QUADIENT LEASING USA, INC	529.90
98225	SOLOMON TRANSFORMERS LLC	88,275.00	99215	QUADIENT LEASING USA, INC	479.50
98267	VIP TECHNOLOGY SOLUTIONS GR	22,615.05	99216	QUADIENT LEASING USA, INC	735.09
98946	CORE & MAIN LP	270.00	99220	ONE SOURCE WATER	132.41
98973	GENERAL COMPRESSOR, INC	2,255.00	99223	CLEAN THE UNIFORM CO	1,374.52
99017	BORDER STATES INDUSTRIES INC	3,301.70	99225	SUPERIOR LINEN SERVICE	28.88
99028	USA BLUE BOOK	211.29	99228	BORDER STATES INDUSTRIES	4,762.00
99029	HAWKINS, INC	716.80	99229	UTILITY SUPPLY	928.24
99030	GOODMAN AUTOMATION & MAIN	791.96	99232	WINDSTREAM	1,185.06
99031	BROKEN ARROW ELECTRIC SUPP	817.80	99245	ONG	405.35
99151	CORE & MAIN LP	983.80	99247	OMECORP, LLC dba OKLA MAILIN	49.00
99152	BROKEN ARROW ELECTRIC SUPPLY	779.86	99250	FLEETCOR TECHNOLOGIES	1,094.89
99157	DAVID'S DISCOUNT TIRE	333.02	99255	HAWKINS, INC	10.00
99159	MONITORING OKLAHOMA	116.00	99259	WHITE STAR MACHINERY	99.85
99161	TYLER TECHNOLOGIES	116.30	99261	VIP VOICE SERVICES	491.50
99166	BROKEN ARROW ELECTRIC SUPPLY	117.64	99263	CLEAN THE UNIFORM CO.	1,386.65
99172	NAFECO	190.00	99266	VIP TECHNOLOGY SOLUTIONS GR	1,646.99
99267	TIFCO INDUSTRIES INC	105.64	99385	RHONDA HASH	278.38
99268	GENERAL COMPRESSOR, INC.	1,614.00	99387	AMAZON CAPITAL SERVICES, INC	213.55
99269	VIP TECHNOLOGY SOLUTIONS GR	521.87	99389	POSTMASTER	1,597.61
99270	CINTAS CORPORATION	7.15	99391	NORTHERN SAFETY CO., INC	168.81
99272	XEROX CORPORATION	22.88	99392	A+ CDL TRUCK RENTAL	2,250.00
99275	MITCHELL1	158.00	99393	UTILITY SUPPLY	123.20
99276	TYLER TECHNOLOGIES	3,734.84	99394	UTILITY SUPPLY	847.65
99277	PUBLIC SERVICE CO OF OKLA	8,852.22	99397	SADLER PAPER COMPANY	19.29
99284	SUPERIOR LINEN SERVICE	22.73	99398	HARRISON TIRE & SUPPLY	40.00
99288	O'REILLY AUTOMOTIVE INC	715.29	99407	PERFECTION TIRES	30.00
99291	OKLAHOMA MUNICIPAL LEAGUE	500.00	99411	CAPITAL ONE	400.78
99295	DAVID'S DISCOUNT TIRE	688.08	99414	LEAF	127.52
99297	WESTSIDE DAYLIGHT DONUTS	72.00	99415	GENERAL COMPRESSOR, INC	690.00
99300	UTILITY SUPPLY	709.08	99418	WAGONER LUMBER COMPANY	341.47
99303	FIVE STAR OFFICE SUPPLY	137.85	99428	CARD SERVICES	1,991.21
99305	FLEETCOR TECHNOLOGIES	2,053.44	99429	ATCO INTERNATIONAL	464.00
99307	PERFECTION TIRES	75.80	99433	O'REILLY AUTOMOTIVE	535.19
99308	HARRISON TIRE & SUPPLY	354.00	99437	HICKS & JOHNSON	1,110.00
99310	SADLER PAPER COMPANY	182.79	99438	GREEN COUNTRY SURVEYING, PLL	6,390.00
99313	DAVID'S DISCOUNT TIRE	40.00	99440	B & J OIL CO, INC	775.00

99315	DUKE'S ROOT CONTROL, INC	5,285.47	99442	SADLER PAPER COMPANY	38.52
99316	O'REILLY AUTOMOTIVE INC	64.99	99443	UTILITY SUPPLY	279.00
99318	WINDSTREAM	285.02	99444	UTILITY SUPPLY	495.00
99319	WINDSTREAM	427.00	99450	O'REILLY AUTOMOTIVE INC	445.21
99323	B & J OIL CO., INC	676.67	99454	PIKEPASS CUSTOMER	3.90
99327	CODY CLAYTON	81.50	99456	AMAZON CAPITAL SERVICES, INC	32.34
99330	DAVID'S DISCOUNT TIRE	42.50	99459	NORHTERN SAFETY CO., INC	28.76
99332	NORTHWEST TRANSFORMER CO	17,318.00	99461	G.R.D.A	402,213.37
99334	WAGONER LUMBER COMPANY	139.65			
99335	GREEN COUNTRY WILDLIFE SPEC	160.00			
99338	PRESTIGE PLUMBING, LLC	770.89			
99352	HAWKINS, INC	130.00			
99355	CLEAN THE UNIFORM CO	1,386.65			
99358	ONE SOURCE WATER	25.47			
99364	SUPERIOR LINEN SERVICE	22.73			
99365	TRUST SERVICES	500.00			
99366	ACCURATE ENVIRONMENTAL	2,075.00			
99368	PRYOR WASTE & RECYCLING	217.00			
99370	BANK OF OK CORPORATE TRUST	64,042.65			
99371	BANK OF OK CORPORATE TRUST	12,155.22			
99373	CITY OF WAGONER GEN FUND	41,666.67			
99375	UTILITY SUPPLY SERVICES	19,980.00			
99377	FLEETCOR TECHNOLOGIES	1,825.72			
99380	WPWA GROSS REVENUE FUND	7,980.43			

WPWA Capital Projects Fund Claims

20	DISBURSEMENT FUND	1,754.70
21	DISBURSEMENT FUND	1,569.14
22	UTILITY SUPPLY	3,750.19
23	KEMP STONE, INC	16,164.69
24	SUNSTATE EQUIPMENT RENTAL	1,915.00

WPWA Special Events Fund Claims

41	THE CANEBRAKE	2,200.00
42	LDF SALES & DISTRIBUTING	1,950.00
43	BROKEN ARROW MAGAZINE	200.00
44	INHOUSE ADVERTISING	2,445.00
45	SADLER PAPER	14.88
46	MUSKOGEE PHOENIX	400.00
47	CONTRACTORS PORTABLES	3,042.00
48	ROAD WARRIORS FOR CHRIST	500.00
49	DOWNED BIKER ASSOCIATION	750.00
50	ADVANCED WORKZONE SERVICES	2,485.95

3. Chairman's Report

The WPWA Employee of the Month was Robert Kangas, water treatment plant operator. Mr. Kangas was not present at the meeting but will be presented his award at a later date.

4. Discussion and possible action –
Wastewater Treatment Plant – To end the probation period on employee, Harold Grady
NOTE: The Board may adjourn to an executive session for the purpose of discussing the above item pursuant to Title 25 O.S., Section 307 (B)(1)

Recommendation was made to end the probation period on employee, Harold Grady effective 10/2/2023 at a rate of pay of \$15.79 per hour.

Motion by Trustee Wright, second by Trustee Sampson to end the probation period on Harold Grady effective 10/2/2023 at a rate of pay of \$15.79 per hour. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

5. Discussion and possible action – To approve or not approve Longevity Pay Policy and Procedures for Wagoner Public Works Authority employees

This is a duplicate item from City agenda.

Motion by Trustee Wagoner, second by Trustee Higginbottom to approve Longevity Pay Policy and Procedures for Wagoner Public Works Authority employees. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

6. Discussion and possible action – To approve or not approve Resolution No. 23-01 – A Resolution adopting the form of a License Agreement for the affixation of cables, strands, wires and associated apparatus to the Authority's distribution poles and providing for compliance therewith

Jessica stated that this was for any company wanting to attach to utility poles owned by the City of Wagoner/Wagoner Public Works Authority.

Motion by Trustee Abernathy, second by Wagoner to approve Resolution No. 23-01. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

7. Discussion and possible action – To establish fees to be charged for the affixation of cables, strands, wires and associated apparatus to the Authority's distribution poles, and to amend the Master Fee Schedule accordingly – Recommendation is: Application Processing Fee - \$50.00 per application, Pole Attachment Rental - \$10.00 per

Attachment per year, Safety Violation Fee - \$500.00 per safety violation, Unauthorized Attachment Fee - \$100.00 per Unauthorized Attachment

Motion by Trustee Sampson, second by Trustee Wright to establish fees to be charged for the affixation of cables, strands, wires and associated apparatus to the Authority's distribution poles, and to amend the Master Fee Schedule accordingly. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

8. Discussion and possible action – To enter into a contract for Christmas Concert Performances with Grady Nichols, LTD and Upper Management Talent Agency on behalf of Rhonda Vincent

Discussion was held as to these contracts. Trustees were advised contracts had not been signed yet that this was approval to sign contracts and obligate funds to pay the bands. Dell Davis explained about the costs of the various bands.

Motion by Trustee Higginbottom, second by Trustee Rhoden to enter into a contract for Christmas Concert Performances with Grady Nichols, LTD and Upper Management Talent Agency on behalf of Rhonda Vincent. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, no.

MOTION CARRIED

9. Discussion and possible action – Payment of remaining performers for Christmas Concert Series – The Fabulous Mid Life Crisis Band, Spring Street, Heartland Xpress, Roving Gambler Band, Bazemore Bluegrass, and The Cave Dwellers

Motion by Trustee Abernathy, second by trustee Rhoden to authorize payment to The Fabulous Mid Life Crisis Band, Spring Street, Heartland Xpress, Roving Gambler Band, Bazemore Bluegrass, and The Cave Dwellers for Christmas Concert Series. VOTE: Butler, yes Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, no; Sampson, no.

MOTION CARRIED

10. Discussion and possible action – To enter into a Ticket Seller Agreement with Prekindle for ticket sales

This service will sell the tickets for the Rhonda Vincent concert. This will be at no costs to the City and the customer will pay fees to the ticket seller. The fees will be approximate the same as the credit fee charged in our offices. The company will handle refunds if necessary and will deposit funds directly into our account.

Motion by Trustee Sampson, second by Trustee Wagoner to enter into a Ticket Seller Agreement with Prekindle for ticket sales. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

11. Unscheduled public appearances

There were no unscheduled public appearances.

12. Departmental Reports

Dwayne was not at the meeting but his report was in packet.

13. Adjournment

Motion by Trustee Wright, second by Trustee Butler to adjourn the Wagoner Public Works Authority regular business meeting. VOTE: Butler, yes; Wagoner, yes; Lenard, YES; Higginbottom, yes; Rhoden, YES; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

MEETING ADJOURNED