

WAGONER PUBLIC WORKS AUTHORITY
REGULAR BUSINESS MEETING
WAGONER CITY HALL
231 CHURCH STREET
FEBRUARY 5, 2024
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 February 2, 2024 at 4:30 P.M.

THE WAGONER PUBLIC WORKS AUTHORITY REGULAR BUSINESS MEETING FOR FEBRUARY 5, 2024 WAS CALLED TO ORDER AT 7:00 P.M. BY CHAIRMAN SELF. ALL TRUSTEES WERE PRESENT.

1. Approval or correction to minutes: January 2, 2024

Motion by Trustee Wagoner, second by Trustee Sampson to approve minutes of January 2, 2024. 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 #120 - #141 manual warrants
WPWA Capital Projects Fund-#41 -#44

Motion by Trustee Higginbottom, second by Trustee Wagoner 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

120	DISBURSEMENT FUND	200,300.71	00077	ONE SOURCE WATER	24.00
121	COMMUNITY CARE	20,862.03	00078	MUSKOGEE OVERHEAD DOOR	775.00
122	DELTA DENTAL	932.52	00083	O'REILLY AUTOMOTIVE INC	1,648.82
123	VISION SERVICE PLAN	535.86	00085	HERITAGE-CRYSTAL CLEAN	285.00
124	SUNLIFE INSURANCE	294.98	00089	AUTOZONE	71.27
125	US POSTAL SERVICE	186.00	00093	WHITE STAR MACHINERY	752.81
126	WPWA CAPITAL PROJECTS	33,099.43	00094	FLEETPRIDE	34.84
127	AT AND T	141.48	00096	QUALITY PETROLEUM, INC	494.99
128	GRDA	341,769.94	00098	WINDSTREAM	427.00
129	AT AND T	264.41	00099	GOODMAN AUTOMATION & MAI	1,241.40
130	DISBURSEMENT FUND	85,390.42	00101	FUELMAN	888.48
131	TELADOC	161.50	00103	FUELMAN	245.65
132	NEW YORK LIFE INSURANCE CO	75,164.54	00104	MUSKOGEE LOCK & KEY	172.95
133	PRYOR WASTE AND RECYCLING	46,890.00	00105	XEROX CORPORATION	21.05
134	COMMUNITY CARE EAP	25.90	00106	BOYD WELDING, INC	150.00
135	CITY GENERAL FUND	289.50	00107	HI-LINE TOOL COMPANY	1,433.92
136	OKLAHOMA DEQ	649.52	00111	PUBLIC SERVICE CO OF OKLA	6,516.62
137	QUADIENT FINANCE USA	3,000.00	00112	USA BLUE BOOK	189.95
138	DISBURSEMENT FUND	89,481.74	00113	MARVIN'S MOWER & MORE	141.00
139	WAGONER EMS	69,240.00	00130	BANDY'S BUSINESS FORMS	373.64
140	PRYOR WASTE AND RECYCLING	43,028.47	00132	ONG	2,012.03
141	WPWA CAPITAL PROJECTS	8,032.19	00134	FUELMAN	361.15
00000	CITY OF WAGONER GEN FUND	41,666.67	00135	FUELMAN	286.78
00002	BANK OF OK CORPORATE TRUST D	64,042.65	00138	SUPERIOR LINEN SERVICE	22.73
00003	BANK OF OK CORPORATE TRUST D	12,155.22	00140	PRESTIGE PLUMBING, LLC	270.00
00004	UTILITY SUPPLY	840.68	00141	GOODMAN AUTOMATION & MAI	6,217.41
00007	S & D ELECTRIC MOTORS, INC.	5,700.00	00142	B & J OIL CO., INC	1,309.72
00019	TULSA HOSE & FITTINGS	76.35	00144	VIP VOICE SERVICES	514.05
00022	EVOQUA WATER TECHNOLOGIES,	213.60	00146	CORE & MAIN LP	768.00
00024	B & J OIL CO., INC	1,233.90	00149	CLEAN THE UNIFORM CO.	1,366.17
00025	UNITED ENGINES	1,837.77	00150	TIFCO INDUSTRIES INC	707.90
00027	MITCHELL1	224.64	00154	FUELMAN	831.42
00029	NORTHERN SAFETY CO., INC	82.12	00155	FUELMAN	184.15
00030	QUADIENT LEASING USA, INC	735.09	00159	O'REILLY AUTOMOTIVE INC	16.49
00032	O'REILLY AUTOMOTIVE INC	14.52	00161	FIVE STAR OFFICE SUPPLY	416.48
00033	HARRISON TIRE & SUPPLY	700.00	00163	TYLER TECHNOLOGIES	1,317.65
00034	SHELTON & GRAY WHEEL SERV	100.00	00169	BOYD WELDING, INC	100.00
00036	SAM'S CLUB	24.60	00172	WPWA GROSS REVENUE FUND	11,608.19
00038	ONE SOURCE WATER	191.33	00174	POSTMASTER	1,590.08
00040	DAVID'S DISCOUNT TIRE	85.00	00178	CAPITAL ONE	217.97
00042	CLEAN THE UNIFORM CO.	1,366.18	00181	SUPERIOR LINEN SERVICE	22.73
00044	UNITED ENGINES	3,338.22	00183	AMAZON CAPITAL SERVICES, INC	284.57
00045	CORE & MAIN LP	1,085.00	00185	MAZIE LUMBER COMPANY	72.90
00046	WAGONER LUMBER COMPANY	207.98	00188	B & J OIL CO, INC	749.70
00047	HAWKINS, INC	14,829.99	00189	CRAWFORD ELECTRIC SUPPLY	543.79
00048	HAWKINS, INC	949.43	00194	S & D ELECTRIC MOTORS	1,300.00
00052	VIP TECHNOLOGY SOLUTIONS GR	1,656.99	00196	SADLER PAPER COMPANY	51.93
00055	WINDSTREAM	1,212.36	00197	LOCKE SUPPLY	628.77
00061	OMUSA/MESO	655.87	00202	JAMES HODGE FORD	1,879.36
00063	O'REILLY AUTOMOTIVE INC	32.47	00203	UTILITY SUPPLY	117.54
00066	MUSKOGEE PHOENIX	174.00	00205	PREMIER TRUCK GROUP OF MUS	40.74
00068	SUPERIOR LINEN SERVICE	22.73	00206	RHONDA HASH	144.04
00069	HAWKINS, INC	10.00	00207	TWIN CITIES READY MIX	1,500.00
00072	CLEAN THE UNIFORM CO.	1,366.18	00213	SUPERIOR LINEN SERVICE	28.88
00075	NORTHERN SAFETY CO., INC	155.28	00216	ONE SOURCE WATER	48.94
00076	CINTAS CORPORATION	7.15	00222	UTILTIIY SUPPLY	3,591.00
00225	WAGONER LUMBER COMPANY	229.06	99982	H & H PRINTER SERVICES	557.00

00229	COTTON ELECTRIC SERVICES	262.30	99991	QUADIENT LEASING USA, INC	529.90
00233	CLEAN THE UNIFORM CO.	1,366.17	99992	QUADIENT LEASING USA, INC	479.20
00235	BROKEN ARROW ELECTRIC SUPPLY	98.91	99998	PRYOR WASTE & RECYCLING	217.00
00236	ACCURATE ENVIRONMENTAL	1,730.00			
00239	CARD SERVICES	215.94			
00241	PIKEPASS CUSTOMER	6.45			
00242	MESHEK & ASSOCIATES, LLC	11,868.00			
00244	RENFRO ELECTRIC	475.00			
00246	SAM'S CLUB	66.40			
98314	STUART C. IRBY CO.	2,109.58			
98570	STUART C. IRBY CO.	643.00			
98572	UTILITY SUPPLY	1,743.30			
98736	UTILITY TECHNOLOGY SERVICES	5,200.00			
98737	UTILITY TECHNOLOGY SERVICES	5,200.00			
98875	UTILITY SUPPLY	1,256.60			
98942	UTILITY SUPPLY	1,274.16			
98944	STUART C. IRBY CO.	3,206.61			
99521	UTILITY SUPPLY	613.78			
99702	STUART C. IRBY CO.	2,223.50			
99841	BORDER STATES INDUSTRIES INC	3,471.14			
99852	UNITED ENGINES	872.42			
99855	HAWKINS, INC	773.54			
99872	MUSKOGEE SAND CO. INC	785.78			
99944	OKLA DEPT OF ENV QUALITY	124.00			
99945	NORTHWEST TRANSFORMER CO	5,990.00			
99946	ORWA	3,123.00			
99948	CLEAN THE UNIFORM CO.	1,366.18			
99950	PIKEPASS CUSTOMER	11.55			
99952	SAM'S CLUB	40.96			
99953	SAM'S CLUB	33.96			
99955	FUELMAN	450.11			
99957	WAGONER LUMBER COMPANY	32.23			
99959	TYLER TECHNOLOGIES	112.20			
99961	MONITORING OKLAHOMA	116.00			
99962	WAGONER COUNTY RWD 6	1,038.30			
99966	SUPERIOR LINEN SERVICE	28.88			
99967	LOCKE SUPPLY	300.80			
99968	PREMIER TRUCK GROUP OF MUSK	84.00			
99969	SMITH & LOVELESS	158.77			
99970	KEMP STONE	6,689.18			
99972	USA BLUE BOOK	304.83			
99973	DITCH WITCH OF OKLAHOMA	158.51			
99976	WINDSTREAM	116.73			
99978	BROKEN ARROW ELECTRIC SUPP	237.76			

WPWA Capital Projects Fund Claims

41	PRYOR ASPHALT	1,355.41
42	UTILITY SUPPLY CO.	4,892.99
43	CHAMPION CONCRETE, INC.	425.00
44	KEMP STONE	1,358.79

3. Chairman's Report

Chairman Self gave his report to the Board at this time. Chairman Self stated that our community had suffered the loss of Tony Lowe. We are grateful for his years of service to the community. We will have big shoes to fill on the WEDA Board and the City of Wagoner extends prayers to the family.

Chairman Self presented City and WPWA employees of the month. Officer Michael Barnett was City employee of the month. Carl Hill, water distribution operator, was WPWA employee of the month.

Chairman Self thanked St. James Episcopal Church for opening up their church as shelter during the cold spell. He thanked Councilor Rhoden and Kelly Odeneal for heading up this project. Chairman Self will have an E-Doc sign for the Cherokee Nation Grant on Tuesday. The swings are up at Lincoln Park and mulch and border are being ordered. Lincoln Park is being utilized. The MLK Parade was moved due to the weather. The parade was held and it was still cold but the parade was held.

4. Discussion and possible action – To purchase employee health insurance

Gary Broom and Amber Martin with Premiere presented information on the insurance items on the agenda. They went over the benefit packages being offered. Options were presented on the health insurance for employees. Two plans from Community Care and one from Blue Cross Blue Shield. The second option from Community Care also included gap insurance to help with covering the deductible and out-of-pocket costs. Discussion was held as to these options and the associated costs with each one. Staff recommended going with Option C from Community Care and the gap insurance.

Motion by Trustee Higginbottom, second by Trustee Rhoden to purchase employee health insurance from Community Care utilizing Option C with the additional gap insurance. 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 enter into an agreement for remote medical services

We have had remote medical service with Teladoc for a few years but have been experiencing some issues with that service. A new remote medical service offered through Revive Health is being recommended this year. The cost will be twenty-five cents more per employee but it will offer more benefits. Employees will have access to Mental Health remote health as well as a number of medications that will be at no charge. Staff recommended going with Revive Health for this service.

Motion by Trustee Sampson, second by Trustee Wagoner to enter into an agreement with Revive Health for remote medical services. 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 purchase employee dental insurance

There will be no increase in the cost of dental insurance this year. Staff recommends staying with Delta Dental for this insurance.

Motion by Trustee Sampson, second by Trustee Higginbottom to purchase employee dental insurance from Delta Dental. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

7. Discussion and possible action – To purchase employee vision insurance

There is no increase in costs for vision insurance this year. Staff recommends staying with VSP for this insurance.

Motion by Trustee Wright, second by Trustee Rhoden to purchase employee vision insurance from VSP. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

8. Discussion and possible action – To purchase employee life insurance

There will be no increase in the cost of life insurance this year. Staff recommends staying with SunLife for this insurance.

Motion by Trustee Wright, second by Trustee Rhoden to purchase employee life insurance from SunLife. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

9. Discussion and possible action –

Wastewater Distribution – To end the probation period on employee, Cody Clayton

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)

The Board did not adjourn to an executive session.

Recommendation was made to end the probation period on Cody Clayton effective 2/5/2024 at a rate of pay of \$15.94 per hour.

Motion by Trustee Sampson, second by Trustee Wagoner to end the probation period on Cody Clayton effective 2/5/2024 at a rate of pay of \$15.94 per hour. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

10. Discussion and possible action – To approve or not approve an amendment to the Service Agreement with Kinetic by Windstream for internet services provided to the Wagoner Public Works Authority

This will provide for a better firewall and cellular backup for the internet service. There will be a small increase in costs.

Motion by Trustee Wright, second by Trustee Wagoner to approve an amendment to the Service Agreement with Kinetic by Windstream for internet services provided to the Wagoner Public Works Authority. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

11. Discussion and possible action – To have the Secretary call the vote on motions in random order

Discussion was held as to this item.

Motion by Trustee Wagoner, second by Trustee Higginbottom to have the Secretary call the vote on motions in random order. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

12. Discussion and possible action – To approve or not approve supplemental appropriations and budget revisions to 2023/2024 WPWA budget

Laura Duvall was available to answer questions if needed.

Motion by Trustee Abernathy, second by Trustee Wagoner to approve supplemental appropriations and budget revisions to 2023/2024 WPWA budget. VOTE: Butler, yes; Wagoner, yes; Lenard, yes; Higginbottom, yes; Rhoden, yes; Abernathy, yes; Wright, yes; Sampson, yes.

MOTION CARRIED

13. Unscheduled public appearances

There were no unscheduled public appearances.

14. Departmental Reports

Dwayne told the Board that the cold had put a big strain on several departments. The electric department had some outages. The Water Dept. repaired six water leaks on 6" lines, three leaks on 10" lines, two leaks on 4" lines and ten leaks on 2" lines. Dwayne recognized Joe McDuffie, Gary Zongker, Carl Hill, Jason Jones, Colton Hinkle and Wes Parrish for their work on these leaks during extremely difficult conditions. We had so many leaks that our water supply got low and Dwayne called a meeting with WPWA staff as well as Chief Grooms, Deputy Chief Cagle and Thomas Applegate to respond if the situation became critical.

Rebecca Sharp with the hospital advised the Council that their report was in the packet and she was available for questions.

15. Adjournment

Motion by Trustee Sampson, second by Trustee Lenard 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