

**Choctaw Utilities Authority**  
**Regular Board of Trustees Meeting**  
**June 4, 2019 @ 7:00pm or Immediately**  
**Following the City Council Meeting**  
**Choctaw City Hall, 2500 N Choctaw Road**  
**Choctaw, Oklahoma 73020**

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1. **Call to Order.**
2. **Roll Call.**
3. **Public Comments:** This agenda item is for public comments on utility related non-agenda items. In accordance with State law, the Board of Trustees and Trust Staff are not allowed to respond to any comments made. Preference will be given to Choctaw Citizens and NO formal action will be taken. Speakers are limited to 3 minutes for a total of 15 minutes.
4. **Business Agenda:** The following items are hereby designated for discussion and consideration which requires individual action.
5. **Consent Agenda:** The following items are hereby designated for routine approval, acceptance or acknowledgment by one motion, subject to any conditions included therein. If any item does not meet with the approval of all members, that item will be heard in regular order.
  - 5.1 Regular Pre-Meeting minutes for 05-21-19
  - 5.2 Regular Meeting minutes for 05-21-19
  - 5.3 Vouchers and Claims as approved by the Executive Director:
    1. 05-28 Claims: \$ 9,298.93
  - 5.4 Vouchers and claims as approved by the Board of Trustees in the amount of \$4,097.23
  - 5.6 Bi-monthly payroll in the amount of:
    1. 05-31 Payroll: \$ 40,918.30
    2. 06-15 Payroll: \$ 42,000.00
6. **New Business:** This item is listed to provide the opportunity for trustee discussion on items which may arise within twenty-four (24) hours prior to this

meeting, and therefore, qualify as new business under the Oklahoma Open Meeting Act.

7. **Trustee/Staff Remarks:** This item is listed to provide an opportunity for the trustees and/or staff to make comments and/or request specific agenda items. No action will be taken.

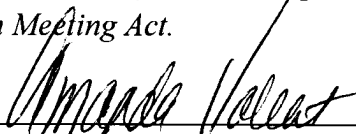
- 7.1 Board of Trustees;
- 7.2 Trust Attorney;
- 7.3 Executive Director; and
- 7.4 Project Updates

8. **Proposed Executive Session:** An executive session will be held if found to be in accordance with the State Law referenced below, to wit:

- 8.1 Discussion of the employment, hiring, appointing, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee; concerning City Manager, Ed Brown. [*Authorized by Title 25 O.S. Section 307(B)(1)*].

9. **Adjournment:**

*This agenda was posted in prominent public view at Choctaw City Hall on or prior to 5:00pm on May 31, 2019, in accordance with the Oklahoma Open Meeting Act.*

  
\_\_\_\_\_  
Amanda Valent, City Clerk

THE CHOCTAW UTILITIES AUTHORITY ENCOURAGES PARTICIPATION FROM ALL ITS CITIZENS. IF PARTICIPATION AT ANY PUBLIC MEETING IS NOT POSSIBLE DUE TO A DISABILITY, PLEASE NOTIFY THE CITY CLERK AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO THE SCHEDULED MEETING SO THAT NECESSARY ACCOMMODATIONS CAN BE MADE. ACCESS TO RESTROOMS DURING THE MEETING WILL BE AVAILABLE UPON REQUEST TO CITY STAFF.

**City of Choctaw and Choctaw Utilities Authority**  
**Regular Pre-Meeting of the City Council/Board of Trustees**  
**May 21, 2019 @ 6:30pm**  
**Choctaw City Hall, 2500 N Choctaw Road**  
**Choctaw, Oklahoma 73020**  
**Meeting held in Conference Room**

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**MINUTES**

**1. Call to Order @ 6:43pm.**

**6 Present: Chad Williams; Mike Birdsong; Jeannie Abts;  
Roger Malone; Dale Gill; Randy Ross**

**1 Absent: Steve Krieske**

**Staff Present: Ed Brown, City Manager/Executive Director  
Ray Vincent/City Attorney, Amanda Valent/City  
Clerk, Kevin Moore/Interim Development Director,  
Randy Jacox/Public Works Director, Tracy  
Jordan/Finance Director, Kelly Marshall/Chief of  
Police**

**3. Business Agenda: The following items are hereby designated for discussion only.**

**3.1 Staff briefing and clarification on agenda items.**

**City Manager/Executive Director briefed the City Council/Board of Trustees on each agenda item and answered any questions.**

**3.2 Staff briefing on current and upcoming projects and/or issues relating to the City and CUA.**

**City Manager/Executive Director briefed Council/Board on current and upcoming projects and or issues relating to the City.**

3. Adjournment:  
Called @ 6:49pm.

**CHOCTAW UTILITIES AUTHORITY**

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Randy Ross, Mayor

**ATTEST:**

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Amanda Valent, City Clerk

**Choctaw Utilities Authority  
Regular Board of Trustees Meeting  
May 21, 2019 @ 7:00pm or Immediately  
Following the City Council Meeting  
Choctaw City Hall, 2500 N Choctaw Road  
Choctaw, Oklahoma 73020**

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**MINUTES**

1. Call to Order by **Chairman @ 7:20pm.**

2. **Roll Call:**

6     **Present:**     **Chad Williams; Mike Birdsong; Jeannie Abts;  
Roger Malone; Dale Gill; Randy Ross**

1     **Absent:**     **Steve Krieske**

**Staff Present:**     **Ed Brown, Executive Director  
Ray Vincent, Trust Attorney  
Amanda Valent, City Clerk  
Chad Denson, Development Director  
Randy Jacox, Public Works Director  
Kelly Marshall, Chief of Police  
Tracy Jordan, Finance Director**

3. **Public Comments:** This agenda item is for public comments on utility related non-agenda items. Preference will be given to Choctaw Citizens and NO formal action will be taken. Speakers are limited to 3 minutes for a total of 15 minutes.

**None.**

4. **Business Agenda:** The following items are hereby designated for discussion and consideration which requires individual action.

**None.**

**5. Consent Agenda:** The following items are hereby designated for routine approval, acceptance or acknowledgment by one motion, subject to any conditions included therein. If any item does not meet with the approval of all members, that item will be heard in regular order.

**5.1** Regular Pre-Meeting minutes for 05-07-19

**5.2** Regular Meeting minutes for 05-07-19

**5.3** March Credit Cards in the amount of \$1,684.57

**5.4** Vouchers and Claims as approved by the Executive Director:

1. 05-08 Claims: \$ 15,667.71

2. 05-14 Claims: \$ 8,496.03

3. 05-16 Claims: \$ 658,034.73

4. 05-12 Transfers: \$ 1,250.00

5. 05-13 Transfers: \$ 91,794.09

6. 05-18 Transfers: \$ 16,653.75

**5.5** Vouchers and claims as approved by the Board of Trustees in the amount of \$69,075.31

**5.6** Bi-monthly payroll in the amount of:

1. 05-15 Payroll: \$ 40,059.18

2. 05-30 Payroll: \$ 42,000.00

**5.7** Approval of Permanent Easement for the property located at 15086 Fox Hollow Road, Brandon Mosley.

**MOTION BY Jeannie Abts and SECOND BY Mike Birdsong to approve the Consent Agenda as presented.**

**MOTION CARRIED:**

**6 Ayes: Williams, Birdsong, Abts, Malone, Gill, Ross**

**0 Nays: None**

**1 Absent: Krieske**

**6. New Business:** This item is listed to provide the opportunity for trustee discussion on items which may arise within twenty-four (24) hours prior to this meeting, and therefore, qualify as new business under the Oklahoma Open Meeting Act.

**None.**

**7. Trustee/Staff Remarks:** This item is listed to provide an opportunity for the trustees and/or staff to make comments and/or request specific agenda items.

No action will be taken.

**7.1** Board of Trustees;

**7.2** Trust Attorney;

**7.3** Executive Director; and

**7.4** Project Updates

**None.**

**8. Adjournment:**

**Adjourned @ 7:21pm.**

## **CHOCTAW UTILITIES AUTHORITY**

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Randy Ross, Chairman

**ATTEST:**

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Amanda Valent, City Clerk

(VEND RNG: 000000-ZZZZZZ; DATE RNG: 05/28/19-05/28/19; ALL FUNDS; BANK CD: 1)

VEND #	ACCOUNT	DEPT	DATE	PO #	INVOICE	DESCRIPTION	BC	MO-YR	AMOUNT
000080	61-81-6315-00-00	000081	05/28/19	000802	287257256703X05142019	CELL PHONE SERVICE	1	05-2019	71.92
	**SUB-TOTAL: AT&T MOBILITY 71.92								
000144	82-82-2550-00-00	000082	05/28/19	000800	9199	DEPOSIT REFUND ACCT #9199	1	05-2019	21.16
000144	82-83-2550-00-00	000083	05/28/19	000800	9199	SANITATION DEPOSIT REFUND	1	05-2019	30.00
	**SUB-TOTAL: BRIDGES JEREMY & ASHLEY 51.16								
000156	61-81-6405-00-00	000081	05/28/19	000764	11032	CHECK VALVES AND INSTALL FOR OAKRI	1	05-2019	5,737.01
	**SUB-TOTAL: BUSBY PUMP & SUPPLY, LLC 5,737.01								
000200	68-68-6345-00-00	000068	05/28/19	000589	14300	HOUSEHOLD HAZARDOUS WASTE DISPOSAL	1	05-2019	1,079.00
	**SUB-TOTAL: CITY OF MIDWEST CITY 1,079.00								
000512	61-81-6305-01-00	000081	05/28/19	000056	PC00006062	CREDIT CARD ON-LINE FEE	1	05-2019	505.00
	**SUB-TOTAL: MGMT AND ENTERPRISE SERVICES 505.00								
000610	69-69-6305-00-00	000069	05/28/19	000062	23192076	UTILITY BILLS AND INSERTS	1	05-2019	350.00
000610	69-69-6305-00-00	000069	05/28/19	000062	23192042	UTILITY BILLS AND INSERTS	1	05-2019	87.75
	**SUB-TOTAL: OMES-CENTRAL PRINTING 437.75								
000788	61-81-6360-00-00	000081	05/28/19	000034	8251369284	UNIFORM RENTAL - WATER	1	05-2019	20.58
	**SUB-TOTAL: UNIFIRST CORPORATION 20.58								
010717	67-67-6315-00-00	000067	05/28/19	000313	40576924317366	PHONE SERVICE - GOLF COURSE	1	05-2019	234.03
	**SUB-TOTAL: AT&T 234.03								
011239	67-67-6210-01-00	000067	05/28/19	000779	930394970	GOLF BALLS FOR RESALE	1	05-2019	304.20
	**SUB-TOTAL: CALLAWAY GOLF 304.20								
011313	67-67-6210-01-00	000067	05/28/19	000571	PP-00000000023205	CHS PULLOVERS, HATS - WILL BE REIM	1	05-2019	371.50
	**SUB-TOTAL: DALE ROGERS TRAINING CENTER IN 371.50								
013900	67-67-6210-01-00	000067	05/28/19	000775	3207	CLUB GRIPS	1	05-2019	89.73
013900	67-67-6210-01-00	000067	05/28/19	000775	4560	CLUB GRIPS	1	05-2019	159.95
	**SUB-TOTAL: TEXOMA GOLF 249.68								
014000	82-82-2550-00-00	000082	05/28/19	000789	13260	DEPOSIT REFUND ACCT #13260	1	05-2019	10.78
	**SUB-TOTAL: RYAN MORROW 10.78								
014001	82-83-2550-00-00	000083	05/28/19	000790	12125	DEPOSIT REFUND ACCT #12125	1	05-2019	13.90
	**SUB-TOTAL: KRISTIN ROWLEN 13.90								
014002	82-82-2550-00-00	000082	05/28/19	000792	12625	DEPOSIT REFUND ACCT #12625	1	05-2019	65.38
	**SUB-TOTAL: DEEN PROPERTIES 65.38								
014003	82-82-2550-00-00	000082	05/28/19	000793	10703	DEPOSIT REFUND ACCT #10703	1	05-2019	14.47
014003	82-83-2550-00-00	000083	05/28/19	000793	10703	SANITATION DEPOSIT REFUND	1	05-2019	15.00
	**SUB-TOTAL: KATHERINE AND DANNY WARDEN 29.47								
014005	82-83-2550-00-00	000083	05/28/19	000797	5444	SANITATION DEPOSIT REFUND - ACC 54	1	05-2019	40.00
	**SUB-TOTAL: BOONE RICHARD F 40.00								
014006	69-69-6305-00-00	000069	05/28/19	000799	8272	SANITATION SERVICE REFUND	1	05-2019	22.64
014006	82-83-2550-00-00	000083	05/28/19	000799	8272	SANITATION DEPOSIT REFUND ACCT#827	1	05-2019	15.00
	**SUB-TOTAL: PAMELA AND TOMMY FLYNN 37.64								
014008	82-82-2550-00-00	000082	05/28/19	000801	10468	DEPOSIT REFUND ACCT # 10468	1	05-2019	24.93
014008	82-83-2550-00-00	000083	05/28/19	000801	10468	SANITATION DEPOSIT REFUND	1	05-2019	15.00
	**SUB-TOTAL: CATHY JEFFRESS 39.93								
***GRAND TOTAL - VENDOR COUNT: 18									9,298.93

*APPROVED*  
*Eileen [Signature]*  
 28 May 19



VEND #	ACCOUNT	DEPT	DATE	PO #	INVOICE	DESCRIPTION	BC	MO-YR	AMOUNT
000080	61-81-6315-00-00	000081	06/04/19	000802	156971974	CELL PHONE SERVICE	1	06-2019	79.51
000080	67-67-6315-00-00	000067	06/04/19	000755	253090861	PHONE-DSL SERVICE	1	06-2019	50.73
	**SUB-TOTAL: AT&T MOBILITY								130.24
000200	68-68-6345-00-00	000068	06/04/19	000589	14247	HOUSEHOLD HAZARDOUS WASTE DISPOSAL	1	06-2019	1,301.00
	**SUB-TOTAL: CITY OF MIDWEST CITY								1,301.00
000580	61-81-6405-00-00	000081	06/04/19	000025	0354824-IN	MATERIALS/SUPPLIES - WATER LINES	1	06-2019	596.00
000580	61-81-6405-00-00	000081	06/04/19	000025	0354823-IN	MATERIALS/SUPPLIES - WATER LINES	1	06-2019	253.00
	**SUB-TOTAL: OKLAHOMA CONTRACTOR'S SUPPLY								849.00
000600	61-81-6310-00-00	000081	06/04/19	000040	211359717252491082	GAS SERVICE	1	06-2019	26.23
000600	61-81-6310-00-00	000081	06/04/19	000040	210311346253215418	GAS SERVICE	1	06-2019	148.16
000600	67-67-6310-00-00	000067	06/04/19	000136	213333753201673800	GAS SERVICE - GOLF COURSE	1	06-2019	417.04
	**SUB-TOTAL: OKLAHOMA NATURAL GAS CO								591.43
000788	61-81-6360-00-00	000081	06/04/19	000034	8251371069	UNIFORM RENTAL - WATER	1	06-2019	20.58
	**SUB-TOTAL: UNIFIRST CORPORATION								20.58
010038	61-91-6315-00-00	000091	06/04/19	000027	0016111067712301	PHONE/DSL SERVICE	1	06-2019	378.47
	**SUB-TOTAL: COX COMMUNICATIONS INC.								378.47
010740	67-67-6220-00-00	000067	06/04/19	000795	CD2344787	CORE PULLERS, GAS TANK CAP AND BLA	1	06-2019	458.11
	**SUB-TOTAL: R & R PRODUCTS INC.								458.11
013901	67-67-6210-01-00	000067	06/04/19	000554	33675834	GOLFBALLS - GLOVES	1	06-2019	292.24
	**SUB-TOTAL: TAYLORMADE GOLF								292.24
014009	82-82-2550-00-00	000082	06/04/19	000810	12032	METER DEPOSIT REFUND - ACC 12032	1	06-2019	26.16
014009	82-83-2550-00-00	000083	06/04/19	000810	12032	SANITATION DEPOSIT REFUND - ACC 12	1	06-2019	50.00
	**SUB-TOTAL: PALACIOS EVANGELINE								76.16
	***GRAND TOTAL - VENDOR COUNT: 9								4,097.23

**CHOCTAW UTILITIES AUTHORITY**  
**PAYROLL SUMMARY WORKSHEET**

5/31/2019		EMPLOYEE COUNT:			30
PER PAYROLL REGISTER	GOLF	STORMWATER	CUA	TOTAL	
GROSS	11,555.56	3,594.03	20,598.88	24,192.91	
FICA	883.43	273.92	1,520.01	1,793.93	
HEALTH INSURANCE				0.00	
STATE/OMRF/RET.	601.05	173.93	1,717.49	1,891.42	
WORKMEN'S COMP.		0.00	0.00	0.00	
UNEMPLOYMENT				0.00	
TOTALS	\$13,040.04	4,041.88	23,836.38	40,918.30	