

**Choctaw Utilities Authority**  
**Regular Board of Trustees Meeting**  
**March 6, 2018 @ 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.  
  
**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 Special Pre Meeting minutes for 02-20-18
  - 5.2 Regular Meeting minutes for 02-20-18
  - 5.3 Vouchers and Claims as approved by the Executive Director.
    1. 02-26 Claims: \$ 7,500.00
    2. 02-26 Claims: \$ 15,939.39
  - 5.4 Vouchers and Claims as approved by the Board of Trustees in the amount of \$17,150.88
  - 5.5 Bi-monthly payroll in the amount of:
    1. 02-28 Payroll: \$ 38,251.40

2. 03-15 Payroll: \$ 30,000.00

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 and consideration re: economic development and the expenditure of public funds for purposes of conferring on matters pertaining to economic development including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within this jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business. [*Authorized by Title 25 O.S. Section 307(C)(10)*].  
  
**Action Request:** Motion to go into joint executive session with the City of Choctaw, at the advice of the Trust Attorney and to recess to consider the above matter(s); and to reconvene in open session to take possible action. [*Authorized by Title 25 O.S. § 307(C)(10) and § 307(B)(4)*].
9. **Proposed Action Request on Executive Session items:**
  - 9.1 Board of Trustees to provide direction to the Executive Director and the Trust Attorney regarding Executive Session items.

**10. Adjournment:**

*This agenda was posted in prominent public view at Choctaw City Hall on or prior to 5:00pm on March 2, 2018, in accordance with the Oklahoma Open Meeting Act.*

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Tina Rodriguez, 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.

**City of Choctaw and Choctaw Utilities Authority  
Special Pre-Meeting of the City Council/Board of Trustees  
February 20, 2018 @ 6:00pm  
Choctaw City Hall, 2500 N Choctaw Road  
Choctaw, Oklahoma 73020  
Meeting held in Conference Room**

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**MINUTES**

1. Meeting Called to Order @ 6:05p.m.

6 Present: Jeannie Abts; Larry Goeller; Randy Ross;  
Roger Malone; Steve Krieske; Ron Bradshaw

1 Absent: Mike Birdsong

Staff Present: Ed Brown, City Manager/Executive Director  
Ray Vincent, City Attorney

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

2.1 Workshop proposed Downtown Plan

**Daniel Harris of Freese and Nichols presented the proposed Downtown plan. Discussion began in regards to the use of the upper stories of the three story buildings. Use could be residential or office space, most likely would be both. Discussion continued to clarify that the idea is that developers would purchase the land and build to suit the proposed development. Discussion continued as to how to get the first developer involved in the project, the EOC Partnership will be instrumental in finding developers interested in the area. The area is considered a hot development area so it should be desirable to developers. Discussion continued on how to kick off the project and Ed Brown stated that he is already working on finding developers interested in building this**

**project. The timeline was discussed and although it might take 25 years to get to the vision, Ed stressed the importance of having a vision to work towards. Larry Goeller said he thought it was a great plan and that we need to implement it into our Comprehensive Master Plan, Jeannie Abts agreed. Final reviews of the submission book completed the workshop.**

2.2 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.**

2.3 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 @ 6:52 pm

**Choctaw Utilities Authority  
Regular Board of Trustees Meeting  
February 20, 2018 @ 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 Vice-Chairman @ 7:22 p.m.
2. Roll Call:
  - 6 Present: Jeannie Abts; Larry Goeller; Randy Ross;  
Roger Malone; Steve Krieske; Ron Bradshaw
  - 1 Absent: Mike Birdsong

Staff Present: Ed Brown, Executive Director  
Ray Vincent, Trust Attorney  
Tina Rodriguez, Secretary  
Ryan Hill, Parks and Recreation Director  
Bernie Nauheimer, Finance Director  
Randy Jacox, Public Works Director  
Chad Denson, Development 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.

- 4.1** Consideration and possible action in regards to approve the award of a contract to Haynes Equipment, Co to install a Booster Pump Station and Materials for the 36<sup>th</sup> Street Ground Water Tank in the amount of \$45,777.00

**MOTION BY Roger Malone and SECOND BY Steve Krieske... to award the contract for the materials and installation of a Booster Pump Station for the 36<sup>th</sup> Street Ground Water Tank to Haynes Equipment.**

**MOTION CARRIED:**

**6 Ayes: Abts; Goeller; Ross; Malone; Krieske; Bradshaw**  
**0 Nays: None**  
**1 Absent: Birdsong**

- 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 02-06-18  
**5.2** Regular Meeting minutes for 02-06-18  
**5.3** January Credit Cards in the amount of \$7,671.45  
**5.4** Vouchers and Claims as approved by the Executive Director.  
1. 02-03 Transfers: \$ 88,740.67  
2. 02-04 Transfers: \$ 1,250.00  
3. 02-10 Transfers: \$ 17,548.16  
4. 02-13 Claims \$ 98,529.80  
5. 02-14 Claims: \$ 200.00  
**5.5** Vouchers and Claims as approved by the Board of Trustees in the amount of \$115,204.65  
**5.6** Bi-monthly payroll in the amount of:  
1. 02-15 Payroll: \$ 37,663.39  
2. 02-28 Payroll: \$ 30,000.00

**MOTION BY Jeannie Abts and SECOND BY Ron Bradshaw...  
to approve the Consent Agenda as presented.**

**MOTION CARRIED:**

**6 Ayes: Abts; Goeller; Ross; Malone; Krieske;  
Bradshaw**  
**0 Nays: None**  
**1 Absent: Birdsong**

- 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**

**Randy Ross mentioned that the water tower at Reno and Hiwassee needs to be repainted. Ed said Randy Jacox has been tasked with this project.**

- 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 and consideration re: economic development and the expenditure of public funds for purposes of conferring on matters pertaining to economic development including the transfer of property, financing, or the creation of a proposal to entice a business**



to remain or to locate within this jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business. [*Authorized by Title 25 O.S. Section 307(C)(10)*].

- 8.2** Discussion and consideration: confidential communications between the Trust and its Attorney concerning a pending investigation, claim, or action if the Trust, with the advice of its Attorney, determines that disclosure will seriously impair the ability of the Trust to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest; concerning the First Choctaw Plaza Shopping Center, LLC Case No: CJ-2017-2638 [*Authorized by Title 25 O.S. Section 307(B)(4)*]

**Action Request:** Motion to go into joint executive session with the City of Choctaw, at the advice of the Trust Attorney and to recess to consider the above matter(s); and to reconvene in open session to take possible action. [*Authorized by Title 25 O.S. § 307(C)(10) and § 307(B)(4)*].

**MOTION BY Roger Malone and SECOND BY Ron Bradshaw... to go into joint executive session on items 8.1 and 8.2 at the advice of the Trust Attorney @ 7:26 pm.**

**MOTION CARRIED:**

|          |                |   |
|----------|----------------|---|
| <b>6</b> | <b>Ayes:</b>   | <b>Abts; Goeller; Ross; Malone; Krieske; Bradshaw</b> |
| <b>0</b> | <b>Nays:</b>   | <b>None</b>   |
| <b>1</b> | <b>Absent:</b> | <b>Birdsong</b>                                       |

**Recessed into Executive Session @ 7:26 pm.**

**9. Proposed Action Request on Executive Session items:**

- 9.1** Board of Trustees to provide direction to the Executive Director and the Trust Attorney regarding Executive Session items.

**Reconvened in from Executive Session @ 8:05 p.m.**

**No action taken.**

**10. Adjournment:**

**Adjourned @ 8:05 p.m.**

(VEND RNG: 000000-ZZZZZZ; DATE RNG: 02/26/18-02/26/18; ALL FUNDS; BANK CD: 1)

| VEND #                           | ACCOUNT          | DEPT   | DATE     | PO #   | INVOICE | DESCRIPTION     | BC | MO-YR   | AMOUNT   |
|----------------------------------|------------------|--------|----------|--------|---------|-----------------|----|---------|----------|
| 000644                           | 68-68-8335-00-00 | 000068 | 02/26/18 | 000013 | POSTAGE | BILLING POSTAGE | 1  | 02-2018 | 7,500.00 |
| **SUB-TOTAL: POSTMASTER          |                  |        |          |        |         |                 |    |         | 7,500.00 |
| ***GRAND TOTAL - VENDOR COUNT: 1 |                  |        |          |        |         |                 |    |         | 7,500.00 |

*Edmund R. Brown*  
**APPROVED**  
25 FEB 18

(VEND RNG: 000000-ZZZZZZ, DATE RNG: 02/26/18-02/26/18, ALL FUNDS, BANK CD: 1)

| VEND #                            | ACCOUNT                                     | DEPT   | DATE     | PO #   | INVOICE            | DESCRIPTION                         | BC | MO-YR   | AMOUNT    |
|-----------------------------------|---|--------|----------|--------|--------------------|-------------------------------------|----|---------|-----------|
| 000200                            | 68-68-6345-00-00                            | 000068 | 02/26/18 | 000034 | 13381              | HOUSEHOLD HAZARDOUS WASTE DISPOSAL  | 1  | 02-2018 | 462.00    |
|                                   | **SUB-TOTAL: CITY OF MIDWEST CITY           |        |          |        |                    |                                     |    |         |           |
| 000382                            | 82-82-2550-00-00                            | 000082 | 02/26/18 | 000496 | 12313              | METER DEPOSIT REFUND - ACC 12313    | 1  | 02-2018 | 71.49     |
|                                   | **SUB-TOTAL: HEARTLAND HOMES LLC            |        |          |        |                    |                                     |    |         |           |
| 000810                            | 69-69-6305-00-00                            | 000069 | 02/26/18 | 000045 | 23181264           | UTILITY BILL INSERTS                | 1  | 02-2018 | 97.50     |
|                                   | **SUB-TOTAL: OMES-CENTRAL PRINTING          |        |          |        |                    |                                     |    |         |           |
| 000806                            | 61-91-6345-00-00                            | 000091 | 02/26/18 | 000011 | 2342331-2175-0     | LAND FILL CHARGES - SLUDGE DISPOSAL | 1  | 02-2018 | 411.51    |
|                                   | **SUB-TOTAL: WASTE MANAGEMENT OF OKC        |        |          |        |                    |                                     |    |         |           |
| 000808                            | 68-62-6405-01-00                            | 000066 | 02/26/18 | 000498 | 0041580-2176-7     | SLUDGE DISPOSAL - FEB PROJECT       | 1  | 02-2018 | 3,814.14  |
|                                   | **SUB-TOTAL: WASTE MANAGEMENT OF EAST OAK R |        |          |        |                    |                                     |    |         |           |
| 010479                            | 61-91-6345-00-00                            | 000091 | 02/26/18 | 000084 | E8B0384            | LAB TESTING - WWI/PLANT             | 1  | 02-2018 | 130.00    |
|                                   | **SUB-TOTAL: ENVIRONMENTAL TESTING INC      |        |          |        |                    |                                     |    |         |           |
| 010717                            | 67-67-6315-00-00                            | 000067 | 02/26/18 | 000114 | 405 769-2431 736 6 | PHONE/DSL CHARGES                   | 1  | 02-2018 | 277.58    |
|                                   | **SUB-TOTAL: AT&T                           |        |          |        |                    |                                     |    |         |           |
| 010852                            | 67-67-6210-01-00                            | 000067 | 02/26/18 | 000479 | 1002702416         | GOLF BALLS - PROSHOP SALES          | 1  | 02-2018 | 493.44    |
|                                   | **SUB-TOTAL: BRIDGESTONE GOLF, INC          |        |          |        |                    |                                     |    |         |           |
| 010977                            | 68-62-6520-01-00                            | 000066 | 02/26/18 | 000497 | ORF-15-0007-CW     | SEMI-ANNUAL DEBT SERVICE PAYMENT -  | 1  | 02-2018 | 7,408.48  |
|                                   | **SUB-TOTAL: BANCFIRST                      |        |          |        |                    |                                     |    |         |           |
| 011082                            | 67-67-6220-00-00                            | 000067 | 02/26/18 | 000423 | 85523              | BOX OF RANGE TOKENS                 | 1  | 02-2018 | 274.19    |
|                                   | **SUB-TOTAL: RANGE SERVANT.COM              |        |          |        |                    |                                     |    |         |           |
| 011103                            | 67-67-6210-01-00                            | 000067 | 02/26/18 | 000463 | 13702              | RANGE BALLS - GOLF COURSE           | 1  | 02-2018 | 2,250.00  |
|                                   | **SUB-TOTAL: BRIGHT LIGHT GOLF              |        |          |        |                    |                                     |    |         |           |
| 011113                            | 82-82-2550-00-00                            | 000082 | 02/26/18 | 000507 | 11063              | METER DEPOSIT REFUND - ACC 11063    | 1  | 02-2018 | 61.13     |
| 011113                            | 82-83-2550-00-00                            | 000083 | 02/26/18 | 000507 | 11063              | SANITATION DEPOSIT REFUND - ACC 11  | 1  | 02-2018 | 30.00     |
|                                   | **SUB-TOTAL: HOLLAND BRAD                   |        |          |        |                    |                                     |    |         |           |
| 011114                            | 82-82-2550-00-00                            | 000082 | 02/26/18 | 000506 | 10938              | METER DEPOSIT REFUND - ACC 10938    | 1  | 02-2018 | 52.65     |
| 011114                            | 82-83-2550-00-00                            | 000083 | 02/26/18 | 000506 | 10938              | SANITATION DEPOSIT REFUND - ACC 10  | 1  | 02-2018 | 15.00     |
|                                   | **SUB-TOTAL: CLARK AMY                      |        |          |        |                    |                                     |    |         |           |
| 011115                            | 82-82-2550-00-00                            | 000082 | 02/26/18 | 000505 | 10592              | METER DEPOSIT REFUND - ACC 10592    | 1  | 02-2018 | 75.28     |
| 011115                            | 82-83-2550-00-00                            | 000083 | 02/26/18 | 000505 | 10592              | SANITATION DEPOSIT REFUND - ACC 10  | 1  | 02-2018 | 15.00     |
|                                   | **SUB-TOTAL: CASKEY STEVEN                  |        |          |        |                    |                                     |    |         |           |
| ***GRAND TOTAL - VENDOR COUNT: 14 |   |        |          |        |                    |                                     |    |         | 15,939.39 |

*APPROVED*  
*27 FEB 18*

(VEND RNG: 000000-ZZZZZZ, DATE RNG: 03/06/18-03/06/18, ALL FUNDS, BANK CD: 1)

| VEND # | ACCOUNT                                     | DEPT   | DATE     | PO #   | INVOICE            | DESCRIPTION                       | BC | MO-YR   | AMOUNT    |
|--------|---|--------|----------|--------|--------------------|-----------------------------------|----|---------|-----------|
| 000080 | 67-87-8315-00-00                            | 000067 | 03/06/18 | 000134 | 156971974          | DSL CHARGES - GOLF COURSE         | 1  | 03-2018 | 76.90     |
| 000080 | 67-87-8315-00-00                            | 000067 | 03/06/18 | 000134 | 253090861          | DSL CHARGES - GOLF COURSE         | 1  | 03-2018 | 49.49     |
|        | **SUB-TOTAL: AT&T MOBILITY                  |        |          |        |                    |                                   |    |         | 126.39    |
| 000142 | 61-81-8345-00-00                            | 000091 | 03/06/18 | 000048 | BSW934424          | CHLORINE GAS/SULPHUR DIOXIDE      | 1  | 03-2018 | 125.00    |
| 000142 | 61-81-8345-00-00                            | 000091 | 03/06/18 | 000048 | BSW934242          | CHLORINE GAS/SULPHUR DIOXIDE      | 1  | 03-2018 | 1,141.04  |
|        | **SUB-TOTAL: BRENNTAG SOUTHWEST INC         |        |          |        |                    |                                   |    |         | 1,266.04  |
| 000580 | 61-81-8405-00-00                            | 000081 | 03/06/18 | 000459 | 0346988-IN         | MISC. SUPPLIES - LINE REPAIR, NEW | 1  | 03-2018 | 10,280.00 |
| 000580 | 61-81-8405-00-00                            | 000081 | 03/06/18 | 000459 | 0846987-IN         | MISC. SUPPLIES - LINE REPAIR, NEW | 1  | 03-2018 | 100.00CR  |
|        | **SUB-TOTAL: OKLAHOMA CONTRACTOR'S SUPPLY   |        |          |        |                    |                                   |    |         | 10,180.00 |
| 000788 | 61-81-8380-00-00                            | 000081 | 03/06/18 | 000004 | 825 1257722        | UNIFORM RENTAL - WATER            | 1  | 03-2018 | 20.56     |
| 000788 | 61-81-8380-00-00                            | 000081 | 03/06/18 | 000004 | 825 1256039        | UNIFORM RENTAL - WATER            | 1  | 03-2018 | 12.60     |
|        | **SUB-TOTAL: UNIFIRST CORPORATION           |        |          |        |                    |                                   |    |         | 33.16     |
| 010038 | 61-81-8315-00-00                            | 000091 | 03/06/18 | 000014 | 001 8111 067712301 | DSL/PHONE SERVICE                 | 1  | 03-2018 | 380.11    |
|        | **SUB-TOTAL: COX COMMUNICATIONS INC.        |        |          |        |                    |                                   |    |         | 380.11    |
| 010047 | 61-81-8405-00-00                            | 000081 | 03/06/18 | 000033 | 1489332            | MISC. REPAIR SUPPLIES - WATER     | 1  | 03-2018 | 3,648.05  |
|        | **SUB-TOTAL: CORE & MAIN LP                 |        |          |        |                    |                                   |    |         | 3,648.05  |
| 010223 | 66-82-8520-01-00                            | 000062 | 03/06/18 | 000509 | ORF-15-0007-CWA    | OWRB LOAN - CONSTRUCTION INTEREST | 1  | 03-2018 | 331.76    |
|        | **SUB-TOTAL: OKLAHOMA WATER RESOURCES BOARD |        |          |        |                    |                                   |    |         | 331.76    |
| 010815 | 67-87-8345-00-00                            | 000067 | 03/06/18 | 000129 | 33581681403        | TV SERVICES - PROSHOP GOLF COURSE | 1  | 03-2018 | 96.97     |
|        | **SUB-TOTAL: DIRECTV                        |        |          |        |                    |                                   |    |         | 96.97     |
| 010875 | 67-87-8220-00-00                            | 000067 | 03/06/18 | 000495 | 1407325-00         | IRRIGATION PARTS - GOLF COURSE    | 1  | 03-2018 | 1,088.40  |
|        | **SUB-TOTAL: PROFESSIONAL TURF PRODUCTS L P |        |          |        |                    |                                   |    |         | 1,088.40  |
|        | ***GRAND TOTAL - VENDOR COUNT: 9            |        |          |        |                    |                                   |    |         | 17,150.88 |

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

| 2/28/2018            |            | EMPLOYEE COUNT: |           | 25 |
|----------------------|------------|-----------------|-----------|----|
| PER PAYROLL REGISTER | STORMWATER | CUA             | TOTAL     |    |
| GROSS                | 2,184.48   | 31,131.06       | 33,315.54 |    |
| FICA                 | 166.30     | 2,305.62        | 2,471.92  |    |
| HEALTH INSURANCE     |            |                 | 0.00      |    |
| STATE/OMRF/RET.      | 166.76     | 2,297.18        | 2,463.94  |    |
| WORKMEN'S COMP.      | 0.00       | 0.00            | 0.00      |    |
| UNEMPLOYMENT         |            |                 | 0.00      |    |
| TOTALS               | 2,517.54   | 35,733.86       | 38,251.40 |    |