

# OWASSO PUBLIC WORKS AUTHORITY (OPWA)

## MINUTES OF REGULAR MEETING

Tuesday, July 16, 2019

The Owasso Public Works Authority (OPWA) met in regular session on Tuesday, July 16, 2019, in the Council Chambers at Old Central, 109 North Birch, Owasso, Oklahoma per the Notice of Public Meeting filed December 14, 2018, and the Agenda filed in the office of the City Clerk and posted at City Hall, 200 South Main Street, at 6:00 pm on Friday, July 12, 2019.

### 1. Call to Order

Vice Chair Bill Bush called the meeting to order at 7:51 pm.

### 2. Roll Call

Present

Absent

Vice Chair – Bill Bush

Chair – Chris Kelley

Trustee – Doug Bonebrake

Trustee – Lyndell Dunn

Trustee – Kelly Lewis

A quorum was declared present.

Staff:

Authority Manager – Warren Lehr

Authority Attorney - Julie Lombardi

### 3. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the Authority to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)

#### A. Approve minutes

- July 2, 2019, Regular Meeting
- July 9, 2019, Regular Meeting

#### B. Approve claims

Ms. Lewis moved, seconded by Mr. Dunn to approve the Consent Agenda with claims totaling \$461,955.56.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0

### 4. Consideration and appropriate action relating to items removed from the Consent Agenda

None

### 5. Consideration and appropriate action relating to an agreement for integrated utility billing and payment-related services

Linda Jones presented the item, recommending approval of a three-year agreement with Payment Services Network, Inc. to provide integrated utility billing and payment-related services.

There were no comments from the audience. After discussion, Mr. Dunn moved, seconded by Ms. Lewis to approve the agreement, as recommended.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0

- 6. Consideration and appropriate action relating to Resolution 2019-03, establishing a utility billing customer service credit card usage fee and establishing an effective date**  
Linda Jones presented the item, recommending approval of Resolution 2019-03, establishing a \$1.35 per transaction convenience fee for Authority credit card transactions beginning October 1, 2019.

There were no comments from the audience. After discussion, Ms. Lewis moved, seconded by Mr. Bonebrake to approve Resolution 2019-03, as recommended.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0

- 7. Consideration and appropriate action relating to Resolution 2019-04, authorizing a loan from the Oklahoma Water Resources Board in the total aggregate principal amount of not to exceed \$26,750,000; approving the issuance of a Series 2019 Promissory Note to Oklahoma Water Resources Board in the total aggregate principal amount of not to exceed \$26,750,000, secured by a pledge of revenues and authorizing its execution; designating a Local Trustee; approving and authorizing the execution of a Trust Agreement; approving and authorizing the execution of a Loan Agreement; approving and authorizing the execution of a Security Agreement; ratifying and confirming a Lease Agreement; approving and authorizing a Note Purchase Agreement; authorizing documents pertaining to a year-to-year pledge of certain sales tax revenue; approving various covenants; approving and authorizing payment of fees and expenses; and containing other provisions relating thereto**  
Linda Jones presented the item, recommending approval of Resolution 2019-04.

There were no comments from the audience. Mr. Bonebrake moved, seconded by Ms. Lewis to approve Resolution 2019-04, as recommended.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0

- 8. Report from OPWA Manager**  
None

- 9. Report from OPWA Attorney**  
None

- 10. Official Notices to Council (documents for acknowledgment or information only, no discussion or action will be taken)**

The Chair acknowledged receipt of the following:

- Payroll Payment Reports – Pay Period Ending Date July 6, 2019
- Monthly Budget Status Report - June 2019

- 11. New Business (New Business is any item of business which could not have been foreseen at the time of posting of the agenda)**  
None

**12. Adjournment**

Mr. Dunn moved, seconded by Ms. Lewis, to adjourn the meeting.

YEA: Bonebrake, Dunn, Lewis, Bush

NAY: None

Motion carried: 4-0 and the meeting adjourned at 8:00 pm

  
Julian M. Stevens, Authority Clerk

  
Bill Bush, Vice Chair

