

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA  
WAS POSTED AUGUST 23, 2018, AT 3:45 P.M. AT THE MUNICIPAL BUILDING,  
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES  
STILLWATER UTILITIES AUTHORITY  
SPECIAL MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
AUGUST 27, 2018**

**PRESENT:** CHAIR WILLIAM H. JOYCE, VICE CHAIR PAT DARLINGTON,  
TRUSTEES ALANE ZANNOTTI, JOHN WEDLAKE AND AMY DZIALOWSKI  
**ABSENT:** NONE

**1. CALL MEETING TO ORDER**

Chair Joyce called the meeting to order at 5:30 p.m.

**2. PLEDGE OF ALLEGIANCE**

Stillwater Utilities Authority led the audience in the Pledge of Allegiance.

**3. CONSENT DOCKET**

- a. Approval of minutes: Regular Meeting Minutes August 20, 2018

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE ZANNOTTI TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

**4. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING**

There were no requests to speak on agenda items not scheduled for public hearing.

**5. ITEMS REMOVED FROM CONSENT DOCKET**

None.

**6. GENERAL ORDERS**

- a. Bid recommendation and authorization for staff to execute the contract for six electric substation transformers to the lowest responsible bidder, Pennsylvania Transformer, in the amount of \$3,466,326 and authorize expenditures from the electric Rate Stabilization Fund up to \$3,812,958 (SUA-18-34)

Electric Utility Director Loren Smith reported that five bids were received. Three bids were considered nonresponsive, as they would not agree to the terms and conditions set forth in the bid. Pennsylvania Transformer was declared the lowest responsible bidder of the remaining two.

Staff recommended that the Trustees award the bid and authorize staff to execute the contract for six electric substation transformers to the lowest responsible bidder, Pennsylvania Transformer, in the amount of \$3,466,326 and authorize expenditures from the electric Rate Stabilization Fund up to \$3,812,958 (includes a 10% contingency).

MOTION BY TRUSTEE ZANNOTTI, SECOND BY TRUSTEE WEDLAKE TO APPROVE STAFF'S RECOMMENDATION TO AWARD THE BID AND AUTHORIZE STAFF TO EXECUTE THE CONTRACT FOR SIX ELECTRIC SUBSTATION TRANSFORMERS TO THE LOWEST RESPONSIBLE BIDDER,

PENNSYLVANIA TRANSFORMER, IN THE AMOUNT OF \$3,466,326 AND AUTHORIZE EXPENDITURES FROM THE ELECTRIC RATE STABILIZATION FUND UP TO \$3,812,958, WHICH INCLUDES A 10% CONTINGENCY.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

## 7. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the General Counsel: No report.
- b. Miscellaneous items from the General Manager: No report.
- c. Miscellaneous items from Trustees: No report.
  - i) Discussion about scheduling items for upcoming meetings

## 8. QUESTIONS & INQUIRIES

None.

## 9. ADJOURN

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE WEDLAKE TO ADJOURN THE AUGUST 27, 2018 SPECIAL MEETING OF THE STILLWATER UTILITIES AUTHORITY.

ROLL CALL VOTE: JOYCE-YEA, DARLINGTON-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

The August 27, 2018 special meeting of the Stillwater Utilities Authority adjourned at 5:34 p.m.

  
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WILLIAM H. JOYCE, CHAIR  
STILLWATER UTILITIES AUTHORITY

  
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ELIZABETH CHRZ, SECRETARY  
STILLWATER UTILITIES AUTHORITY