

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA WAS POSTED  
DECEMBER 23, 2015, AT 3:10 P.M. AT THE MUNICIPAL BUILDING,  
723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES  
STILLWATER UTILITIES AUTHORITY  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
JANUARY 4, 2016

**PRESENT:** CHAIR GINA J. NOBLE, VICE CHAIR PAT DARLINGTON  
TRUSTEES JOE WEAVER AND ALANE ZANNOTTI  
**ABSENT:** TRUSTEE MIGUEL NAJERA

**1. CALL MEETING TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

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

**3. CONSENT DOCKET**

- a. Approval of minutes: Regular Meeting December 7, 2015
- b. Expenditure limit increase up to a total of \$685,665 to complete the purchase of the plant structural steel package and associated equipment from Southland Steel Fabricators (SUA-16-03)
- c. Bid Recommendation for Industrial Substation relaying panels for the Power Generation Station - SUA Bid #08-15/16 (SUA-16-02)
- d. Bid Recommendation for the Industrial Substation packager for the Power Generation Station - SUA Bid #07-15/16 (SUA-16-01)
- e. Approve sole source purchase from Dell and other services/equipment necessary to equip the communications room in the new PGS to function as the Disaster Recovery site for the City's critical business systems and data and authorize expenditure from the PGS project fund up to \$195,700 (includes a 10% contingency) (SUA-16-05)

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

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, WEAVER-YEA, ZANNOTTI-YEA. NAY-NONE.  
MOTION CARRIED WITH FOUR YEA VOTES.

**4. PUBLIC COMMENT ON AGENDA ITEMS**

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

**5. ITEMS REMOVED FROM THE CONSENT DOCKET**

None.

**6. GENERAL ORDERS**

- a. Contract with Trace Technologies for installation of the north fiber optic loop to serve the new power generation station (SUA-16-04)

Stillwater Utilities Director Dan Blankenship reported that the new fiber optic network for the PGS would serve three primary purposes including high speed connectivity for phone/computer use, transfer high speed data from the Municipal Building to the new PGS and allow for communications with the Supervisory Control and Data Acquisition (SCADA) system. Mr. Blankenship stated that a Request for Proposal (RFP) was prepared and issued, with four proposals being received. Following review of the proposals and follow-up meetings, Trace Technologies was selected and contract negotiations were held. Staff recommended that the Trustees authorize staff to enter into a contract with Trace Technologies for the installation of the north fiber optic loop in the amount of \$650,000 and authorize expenditures from the PGS project fund up to \$715,000 (10% contingency). Discussion occurred regarding the locations to be included in the north fiber optic loop.

MOTION BY TRUSTEE WEAVER, SECOND BY TRUSTEE ZANNOTTI TO AUTHORIZE STAFF TO ENTER INTO A CONTRACT WITH TRACE TECHNOLOGIES FOR THE INSTALLATION OF THE NORTH FIBER OPTIC LOOP IN THE AMOUNT OF \$650,000 AND AUTHORIZE EXPENDITURES FROM THE PGS PROJECT FUND UP TO \$715,000 (10% CONTINGENCY).

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, WEAVER-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

b. Water 2040 Package A financing plan (SUA-16-06)

Capital Program Manager Candy Staring stated that staff is requesting approval of the application to apply for a loan from the Drinking Water State Revolving Fund (DWSRF) and execute contracts with financial advisor Municipal Finance Services Inc. and bond counsel Don Kiser. Ms. Staring expressed that approximately \$30 million in funding is needed for Package A. Construction for this package is scheduled to occur mid-2016 through late 2018. Fees have been negotiated at a rate of 0.25 percent of loan value each, for a total fee of 0.5 percent of loan value.

MOTION BY TRUSTEE ZANNOTTI, SECOND BY VICE CHAIR DARLINGTON TO APPROVE THE WATER 2040 PACKAGE A FINANCING PLAN.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, WEAVER-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

## 7. RESOLUTIONS

- a. **RESOLUTION CC-2016-2; SUA-2016-1: A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE OKLAHOMA WATER RESOURCES BOARD FOR FINANCIAL ASSISTANCE THROUGH THE DRINKING WATER STATE REVOLVING FUND PROGRAM TO FINANCE WATER SYSTEM IMPROVEMENTS; APPROVING PROFESSIONAL SERVICES AGREEMENTS; AND CONTAINING OTHER PROVISIONS RELATED THERETO**

MOTION BY TRUSTEE WEAVER, SECOND BY VICE CHAIR DARLINGTON TO APPROVE RESOLUTION NO. SUA-2016-1 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, WEAVER-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

## 8. REPORTS FROM OFFICERS & BOARDS

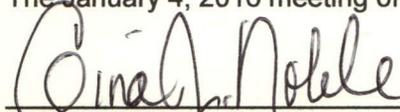
None.

**9. ADJOURN**

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE WEAVER TO ADJOURN THE JANUARY 4, 2016 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, WEAVER-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

The January 4, 2016 meeting of the Stillwater Utilities Authority adjourned at 5:39 p.m.

  
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GINA J. NOBLE, CHAIR  
STILLWATER UTILITIES AUTHORITY

  
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ELIZABETH CHRZ, SECRETARY  
STILLWATER UTILITIES AUTHORITY