

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE \*AMENDED AGENDA WAS  
POSTED NOVEMBER 17, 2016, AT 2:45 P.M. AT THE MUNICIPAL BUILDING,  
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES  
STILLWATER UTILITIES AUTHORITY  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
NOVEMBER 21, 2016**

**PRESENT: CHAIR GINA J. NOBLE, VICE CHAIR PAT DARLINGTON  
TRUSTEES MIGUEL NAJERA, ALANE ZANNOTTI AND WILLIAM JOYCE**  
**ABSENT: NONE**

**1. CALL MEETING TO ORDER**

Chair Noble called the meeting to order at 7:30 p.m.

**2. CONSENT DOCKET**

- a. Approval of minutes: Regular Meeting November 7, 2016
- b. 2017 proposed Stillwater Utilities Authority meeting schedule
- c. Appropriation of additional funds in the amount of \$7,200 for the Perkins Road waterline replacement project (SUA-16-54)

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

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

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

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

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

None.

**5. GENERAL ORDERS**

- a. Project Approval – Traffic Signal Uninterruptible Power Supply (SUA-16-53)

Electric Utility Director Loren Smith reported that the City of Stillwater currently has 65 electronic controlled traffic signals used to direct traffic at major intersections. During times of power outages, those traffic signals that are not equipped with a back-up power source lose functionality. The City of Stillwater currently has nine traffic signals equipped with an uninterruptible power supply (UPS). Staff proposed that the remaining 56 traffic signals be equipped with UPS devices, the intersections be prioritized and the units added at a rate of 10 to 12 per year over the next five years. The UPS devices will be purchased and installed in-house. The estimated total cost to purchase the UPS devices is \$400,000. In the past all traffic signal related items have been paid for out of the General Fund, however, since the need for the UPS devices can be considered part of the electric service, staff proposed that the project be funded by the Electric Rate Stabilization Fund. Discussion was held regarding frequency of outages, public safety, location of current units, replenishment of the Electric Rate Stabilization Fund and staggering of maintenance costs. Staff recommended that the Trustees approve the traffic signal UPS project as proposed.

MOTION BY TRUSTEE NAJERA, SECOND BY TRUSTEE ZANNOTTI TO APPROVE THE TRAFFIC SIGNAL UNINTERRUPTIBLE POWER SUPPLY PROJECT TO BE FUNDED BY THE ELECTRIC RATE STABILIZATION FUND AND APPROPRIATED ANNUALLY UPON AWARD OF BIDS.

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

Stillwater Utilities Authority recessed at 7:42 p.m. and reconvened at 7:43 p.m.

## **6. REPORTS FROM OFFICERS & BOARDS**

- a. Miscellaneous items from the General Counsel
  - i) Request for an Executive Session pursuant to 25 O.S. 307 (B)(4) for the purpose of confidential communication with General Counsel regarding pending litigation with Saulsbury Industries, Inc. It is the opinion of the General Counsel that public disclosure of this matter will seriously impair the ability of the Trustees to prosecute/defend this pending litigation or proceeding in the public interest.
  - ii) \*Request for an Executive Session pursuant to 25 O.S. 307 (B)(3) for the purpose of confidential communication regarding the purchase or appraisal of real property.
- b. Miscellaneous items from the General Manager:
- c. Miscellaneous items from Trustees:
  - i) Discussion about scheduling items for upcoming meetings

## **7. QUESTIONS & INQUIRIES**

None.

## **8. EXECUTIVE SESSION**

- a. Confidential communication regarding pending litigation with Saulsbury Industries, Inc.
- b. \*Confidential communication regarding the purchase or appraisal of real property.

MOTION BY TRUSTEE NAJERA, SECOND BY TRUSTEE ZANNOTTI TO ENTER INTO EXECUTIVE SESSION.

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

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE JOYCE TO RECONVENE THE NOVEMBER 21, 2016 MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

## **9. RETURN FROM EXECUTIVE SESSION**

- a. No action will be taken on this item.

No action was taken on Item a. following Executive Session.

- b. \*No action will be taken on this item.

No action was taken on Item b. following Executive Session.

## **10. ADJOURN**

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE NAJERA TO ADJOURN THE NOVEMBER 21, 2016 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The November 21, 2016 meeting of the Stillwater Utilities Authority adjourned at 8:59 p.m.

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**GINA J. NOBLE, CHAIR**  
**STILLWATER UTILITIES AUTHORITY**

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**ELIZABETH CHRZ, SECRETARY**  
**STILLWATER UTILITIES AUTHORITY**

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