

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA WAS POSTED
DECEMBER 1, 2016, AT 5:30 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
DECEMBER 5, 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 6:54 p.m.

2. CONSENT DOCKET

- a. Approval of minutes: Regular Meeting November 21, 2016
Executive Session November 21, 2016
- b. Bid recommendation for the 19th Avenue (Jardot to Brush Creek) waterline, Project 10WT32 (SUA-16-56)
- c. Authorize acquisition of real estate purchases and easements for Water 2040 Project 15WC06, Western Road booster pump station and water transmission line from 6th to 32nd Avenues (SUA-16-55)

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. Consider a transfer of SUA surplus funds to the City's general fund in an amount not to exceed \$13,065,479 (SUA-16-57)

Deputy City Manager Dan Blankenship advised Trustees of the surplus funds that are available to transfer to the General Fund from Stillwater Utilities Authority as defined by the General Fund Transfer Policy. Staff recommended that for FY17 the Trustees approve a transfer of SUA surplus funds to the City's General Fund in an amount not to exceed \$13,065,479.

Councilor Joyce requested the amounts of the last five years of SUA margins be provided to the Trustees.

MOTION BY TRUSTEE JOYCE, SECOND BY TRUSTEE NAJERA TO APPROVE THE TRANSFER OF SUA SURPLUS FUNDS TO THE CITY'S GENERAL FUND IN AN AMOUNT NOT TO EXCEED \$13,065,479.

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

6. RESOLUTIONS

- a. **RESOLUTION SUA-2016-8: A RESOLUTION OF THE STILLWATER UTILITIES AUTHORITY ADOPTING A REVISED OPERATING BUDGET FOR THE FISCAL YEAR 2016-17**

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE NAJERA TO APPROVE RESOLUTION SUA-2016-8 AS PRESENTED.

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

- b. **RESOLUTION SUA-2016-9: A RESOLUTION AMENDING THE CITY OF STILLWATER CONVENIENCE COLLECTION CENTER RATE STRUCTURE REGARDING TELEVISION AND COMPUTER MONITOR FEES**

Waste Management Manager Chris Knight reported that Natural Evolution Inc., the firm used to recycle televisions and monitors, has increased its fee to a flat rate charge of \$20.00 per television. To cover the costs of labor, fuel and disposal fees, staff is requesting a flat recycling fee increase to \$25.00 per television.

MOTION BY TRUSTEE JOYCE, SECOND BY VICE CHAIR DARLINGTON TO APPROVE RESOLUTION SUA-2016-9 AS PRESENTED.

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

7. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the General Counsel
- i) 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: None.
- c. Miscellaneous items from Trustees: None.
- i) Discussion about scheduling items for upcoming meetings

8. QUESTIONS & INQUIRIES

None.

9. EXECUTIVE SESSION

- a. Confidential communication regarding the purchase or appraisal of real property.

MOTION BY TRUSTEE JOYCE, 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 ZANNOTTI TO RECONVENE THE DECEMBER 5, 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.

Stillwater Utilities Authority entered into Executive Session at 7:09 p.m. and returned to open session at 7:28 p.m.

10. RETURN FROM EXECUTIVE SESSION

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

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

11. ADJOURN

MOTION BY TRUSTEE NAJERA, SECOND BY TRUSTEE ZANNOTTI TO ADJOURN THE DECEMBER 5, 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 December 5, 2016 meeting of the Stillwater Utilities Authority adjourned at 7:28 p.m.

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

**ELIZABETH CHRZ, SECRETARY
STILLWATER UTILITIES AUTHORITY**

DRAFT