

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED JANUARY 6, 2021 AT 4:20 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
SPECIAL MEETING
STILLWATER COMMUNITY CENTER
WINFREY HOUSTON THEATRE
315 W. 8TH AVENUE
STILLWATER, OK 74074
JANUARY 11, 2021**

**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 7:32 p.m.

2. CONSENT DOCKET

- a. Approve special meeting minutes December 14, 2020

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.

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 CONSENT DOCKET

None.

5. GENERAL ORDERS

- a. Approve City Hall transfer switch project and budget amendment appropriating expenditures up
to \$169,000 from the Electric Rate Stabilization fund

Electric Utility Director Loren Smith reported that in October of 2020 the electric distribution system sustained significant damage due to an ice storm affecting approximately 9800 customers. City Hall was one of the internal customers affected and was without electricity for approximately 2.3 hours causing City Hall to close. Mr. Smith stated prior to this outage City Hall has been affected by outages or power surges several times over the past year causing disruption to City services and damaging equipment inside the building. To help mitigate these disruptions, staff is proposing to minimize line exposure to City Hall as well as to install an automated transfer switch that will provide redundant service from another substation

should the primary source fail. City Hall's electric service is provided from a circuit breaker in Central substation, which is approximately .5 miles away. However, the line that feeds City Hall continues for an additional 5.38 miles and this is where the majority of the faults occur creating disruptions. Mr. Smith stated staff is proposing to minimize the line exposure by building out a spare breaker at Central substation that will take the shortest path possible to City Hall thereby reducing the line exposure from 5.88 miles to only .5 miles. That line will then be connected to an automated transfer switch that will transfer service to a circuit breaker out of Hospital substation should the primary source from Central substation fail. The automated transfer should minimize power surges and restore power to City Hall within seconds.

MOTION BY TRUSTEE ZANNOTTI, SECOND BY TRUSTEE WEDLAKE TO APPROVE THE CITY HALL TRANSFER SWITCH PROJECT AUTHORIZING EXPENDITURES UP TO \$169,000 AND APPROVE THE BUDGET AMENDMENT APPROPRIATING EXPENDITURES FROM THE ELECTRIC RATE STABILIZATION FUND.

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

- b. Approve release of previously allocated grant match funds in the amount of \$200,000 and approve budget revision appropriating \$60,000 to Waste Management Operational Fund for the purchase of residential poly-carts and transfer of \$140,000 to Waste Management contingency fund

Waste Management Director Chris Knight reported that in February 2020 Trustees approved a partnership with Oklahoma State University-New Product Development Center (OSU-NPDC) for a downdraft gasifier prototype. This project was dependent on receiving funding from OCAST with a \$200,000 City in-kind match. Mr. Knight stated he was later informed the funding was not awarded to OSU-NPDC. Since the adoption of the FY21 budget, Waste Management has continued to purchase residential poly-carts with the appropriate funds and these funds are being used faster than anticipated. Mr. Knight stated therefore additional funds are needed and staff requests the following use of the previously appropriated \$200,000 match for the gasifier:

- Appropriate \$60,000 to the Waste Management operational account to purchase residential poly-carts
- Transfer \$140,000 to Waste Management contingency fund

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE DZIALOWSKI TO RELEASE GASIFIER MATCH FUNDS IN THE AMOUNT OF \$200,000 AND APPROVE THE BUDGET REVISION APPROPRIATING \$60,000 TO WASTE MANAGEMENT OPERATIONAL FUND FOR THE PURCHASE OF RESIDENTIAL POLY-CARTS AND TRANSFER OF \$140,000 TO WASTE MANAGEMENT CONTINGENCY FUND.

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

6. 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

7. QUESTIONS & INQUIRIES

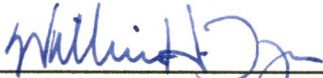
None.

8. ADJOURN

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE WEDLAKE TO ADJOURN THE JANUARY 11, 2021 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 January 11, 2021 special meeting of the Stillwater Utilities Authority adjourned at 7:39 p.m.



**WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY**



**TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY**