

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA  
WAS POSTED OCTOBER 27, 2021 AT 4:45 P.M. AT THE MUNICIPAL BUILDING,  
723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES  
STILLWATER UTILITIES AUTHORITY  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
NOVEMBER 1, 2021

**PRESENT:** CHAIR WILLIAM H. JOYCE, TRUSTEES JOHN WEDLAKE,  
AMY DZIALOWSKI AND CHRISTIE HAWKINS  
**ABSENT:** VICE CHAIR ALANE ZANNOTTI

**1. CALL MEETING TO ORDER**

Chair Joyce called the meeting to order at 6:32 p.m.

**2. CONSENT DOCKET**

- a. Approve regular meeting minutes of October 18, 2021
- b. Approve budget amendments to close completed capital projects:
  - Electric Rate Stabilization Fund
    - Reduce expenditure appropriations by \$12,378
  - Waste Management Fund
    - Reduce expenditure appropriations by \$3,501
- c. Approve Stillwater Utilities Authority 2022 meeting schedule

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO APPROVE THE  
CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA.  
NAY-NONE. MOTION CARRIED WITH FOUR 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. Update on proposed recycling center and authorize staff to issue the following Requests for Proposals:
  - Request for proposals for storage and transportation of the City of Stillwater's residential and commercial recyclable materials to a Materials Recovery Facility

- Request for proposals for the processing of the City of Stillwater's residential and commercial recyclable materials by a Materials Recovery Facility

Waste Management Director Chris Knight reported that the contract with the current recyclable materials processor Cedar Creek Farms ends on June 30, 2022. He stated that on February 24, 2020 the Council appointed Recycling Task Force presented its recommendation to construct a recycling staging facility with a convenience collection center and to purchase an adequate amount of land for the construction of a transfer station for a future City owned Material Recovery Facility (MRF). NewGen estimated construction of the recommended facility to be \$1,600,000. Mr. Knight said that on December 7, 2020 SUA Trustees approved Resolution SUA-2020-8 adopting a rate increase for the purpose of constructing the recycling staging facility. He reported on August 11, 2021, staff received an updated cost estimate of \$3,189,603 from TRICORE. The cost increase is attributed to the pandemic and rising costs of materials. Mr. Knight stated because of the increased cost estimate, staff would like to explore other options and is requesting approval to issue a request for proposals for storage and transporting of recycling materials to a Materials Recovery Facility of the City's choice; and a request for proposals for the processing of the recyclables by a Materials Recovery Facility.

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO APPROVE STAFF'S REQUEST TO ISSUE AN RFP FOR STORAGE AND TRANSPORTING OF RECYCLING MATERIALS TO A MATERIAL RECOVERY FACILITY OF THE CITY'S CHOICE; AND, AN RFP FOR THE PROCESSING OF THE RECYCLABLES BY A MATERIALS RECOVERY FACILITY.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA.  
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

- b. Authorize the lease purchase of two new fire engines from Pierce Manufacturing at a purchase amount of \$1,398,570 through the SUA's Master Equipment Lease/Purchase Agreement with Bank of America and authorize the City Manager/General Manager to sign related documents

Fire Chief Terry Essary stated this is the same report that was given in the City Council meeting.

MOTION BY TRUSTEE WEDLAKE, SECOND BY TRUSTEE HAWKINS TO AUTHORIZE THE LEASE PURCHASE OF TWO NEW FIRE ENGINES FROM PIERCE MANUFACTURING AT A PURCHASE AMOUNT OF \$1,398,570 THROUGH THE SUA'S MASTER EQUIPMENT LEASE/PURCHASE AGREEMENT WITH BANK OF AMERICA AND AUTHORIZE CITY MANAGER/GENERAL MANAGER TO SIGN RELATED DOCUMENTS.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA.  
NAY-NONE. MOTION CARRIED WITH FOUR 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 TRUSTEE HAWKINS, SECOND BY TRUSTEE DZIALOWSKI TO ADJOURN THE NOVEMBER 1, 2021 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

The November 1, 2021 regular meeting of the Stillwater Utilities Authority adjourned at 6:49 p.m.



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



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**TERESA KADAVY, SECRETARY  
STILLWATER UTILITIES AUTHORITY**