



February 6, 2017

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 6th day of February 2017, as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Ross called the meeting to order at 6:59p.m.

**ITEM 1.**                    **Call to Order / Roll Call**

**CHAIRMAN AND TRUSTEES**

**PRESENT:**                    Hank Ross, Mayor  
                                      John Toland  
                                      Kimberly Loggins  
                                      Howard Carpenter  
                                      Phylis Steelman  
                                      Mike Sutterfield  
                                      Dr. Ashanti-Alexander  
                                      Jerry Pittman

**STAFF**

Debi Sterkel, Attorney  
Tina Smith, City Clerk  
Brian Zalewski, Fire Chief  
Stewart Steele, Police Chief  
Susan Jones, Executive Assistant  
Kim Kohler, Special Event Manager  
Kathleen Easley, Community Development Director  
Rob Camp, Capital Project Manager  
Kristal Kuhn, Emergency Management Director  
Lean Smith, Asst. City Manager  
Summer Sanders, Recreation Coordinator  
Stewart Fairburn, Consultant

**ITEM 2.**                    **Consent Docket: ITEM 2a through ITEM 2l.**

**ITEM 2a.**                    **Consider approving the minutes of the January 17, 2017 regular meeting.**

**Staff Recommendation:** Approve minutes, and authorize filing thereof.

**ITEM 2b.** Consider approving the Purchase Order list ratifying special utility payments made on January 20, 2017 in the amount of \$49,673.46; and the Purchase Order list for the first half of February 2017 in the amount of \$72,010.07.

**Staff Recommendation:** Approve the Purchase Order list ratifying special utility payments made on January 20, 2017 in the amount of \$49,673.46; and the Purchase Order list for the first half of February 2017 in the amount of \$72,010.07.

**ITEM 2c.** Consider authorizing staff to make payment of normal monthly invoices received in March 2017, and ratify the payment on the April 3, 2017 agenda.

Due to there being only one Council meeting in March staff is requesting permission to pay the normal monthly invoices for March and place the invoices on the April 3, 2017 agenda claims list for ratification. This will allow us to avoid paying late fees and inconvenience our vendors.

**Staff Recommendation:** Authorize staff to make payment of normal monthly invoices received in March 2017, and ratify the payment on the April 3, 2017 agenda.

**ITEM 2d.** Consider authorizing Staff to solicit bids for the spraying of invasive thistles on City property along E. Grand Ave and City property south of the dam at Chickasha Lake.

State statutes require property owners to control invasive thistle and other invasive weeds located upon their property. The fields north of the Sports Complex, around the Time Out RV Park and the property south of the Lake Dam are covered in thistle. We have been notified by the Department of Agriculture that we need to control these plants. We have hired a contractor in the past to do one spraying of the area directly north of the Sports Complex but we did not get a good kill.

Staff wishes to solicit bids so that we may do two sprayings as recommended in the OSU Fact Sheet on this issue.

Bid Specifications for this project are available for your review in the office of the Parks and Recreation.

**Staff Recommendation:** Authorize staff to solicit bids for the spraying of invasive thistles on City property along E. Grand Ave. and south of the Chickasha Lake dam.

**ITEM 2e.** Consider approving Contractor's Application for Payment No. 2 to Krapff Reynolds Construction Company in the amount of \$299,161.80.

Chickasha Municipal Authority Meeting 02-06-2017  
6:59P.M.

On August 15, 2016, the Chickasha Municipal Authority Approved Bid# 2017-002 Basin 6 Sanitary Sewer Project in the total amount of \$846,657.50. A change order was approved on November 7, 2016 for \$3,750. Krapff Reynolds Construction Company is over three-fourths of the way completed. They are installing a pipe next to Methodist Christian Church. Krapff Reynolds Construction Company has applied for an Application for Payment in the amount of \$299,161.80. In accordance with the Contract Documents, based on on-site observations and the data comprising this application the Project Manager, Robinson Camp, certifies to the Chickasha Municipal Authority that to the best of his knowledge, information and belief the Work has progressed as indicated the quantity of Work in accordance with the Contract documents, and the Subcontractor is entitled to payment of the amount requested.

Original Contract Sum	\$	846,657.50
Change Order #1	\$	3,750.00
Total Complete to Date	\$	850,407.50
Previous Payments	\$	233,717.40
Current Payment	\$	299,161.80
Amount Left in Contract	\$	317,528.30

This project is funded through the Revenue Bond Fund.

**Staff Recommendation:** Approve Contractor's Application for Payment No. 2 to Krapff Reynolds Construction Company in the amount of \$299,161.80.

**ITEM 2f. Consider approving Contractor's Application for Payment No. 3 to Marsau Enterprises, Inc. in the amount of \$190,267.24.**

On June 6, 2016, the Chickasha Municipal Authority Approved Bid# 2016-037 4<sup>th</sup> Street 12-inch Waterline Replacement Project in the total amount of \$1,167,551.00. Currently, they have bored from Almar to Tennessee as well as install the water line west on Tennessee. Marsau Enterprises, Inc. has applied for an Application for Payment in the amount of \$190,267.24. In accordance with the Contract Documents, based on on-site observations and the data comprising this application the Project Manager, Robinson Camp, certifies to the Chickasha Municipal Authority that to the best of his knowledge, information and belief the Work has progressed as indicated the quantity of Work in accordance with the Contract documents is entitled to payment of the amount requested.

Original contract sum	\$	1,167,551.00
Previous Payment	\$	665,900.16
Current payment due	\$	190,267.24
Amount Left in Contract	\$	311,383.60

This project is funded through the Revenue Bond Fund.

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6:59P.M.

**Staff Recommendation:** Approve Contractor's Application for Payment No. 3 to Marsau Enterprises, Inc. in the amount of \$190,267.24.

**ITEM 2g. Consider approving the Payment for Engineering Services for Project 2017-003 Basin 5 & 12 Sanitary Sewer**

Guernsey has billed the Chickasha Municipal Authority for ongoing professional services rendered for Project 2017-003 Basin 5 & 12 Sanitary Sewer for the month of October for \$1,004.64.

Original Contract Sum	\$	96,600.00
Previous Payments	\$	68,750.22
Current Payment Due	\$	1,004.64
Amount Left in Contract	\$	26,845.14

This project is funded through Revenue Bond.

**Staff Recommendation:** Authorize payment of invoice 125757 to Guernsey in the amount of \$1,004.64 for Engineering Services for the month of October.

**ITEM 2h. Consider acceptance of Amendment No. 1 and Change Order No. 2 for Project# 2016-037 12" Water Line Replacement from Almar to Tennessee**

On June 6, 2016, the Chickasha Municipal Authority Approved Bid# 2016-037 4<sup>th</sup> Street 12-inch Waterline Replacement Project in the total amount of \$1,167,551.00. To address field conditions encountered on the projected to date, an amendment needs to be approved so that the quantities can address the field changes that have occurred during the project.

In the original design, the existing 6" waterline running along and in the middle of 4<sup>th</sup> Street was planned to be kept in service. Recently, there has been several breaks and leaks on the existing waterline and needs to be taken out of service. To abandon this section of waterline, the following additional items are required which are not on the original bid which makes this part a change order.

The net change would be 30 calendar days at a cost of \$24,252.50.

Original Contract Sum	\$	1,167,551.00
Amendment 1	\$	14,371.00
Change Order 2	\$	9,881.50
Total Net Change	\$	1,191,803.50

This project is funded through the Revenue Bond.

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**Staff Recommendation:** Authorize Staff to accept Addendum No. 1 for \$14,371.00 and Change Order No. 1 for \$9,881.50.

**ITEM 2i. Consider approving Payment for Engineering Services for the Water and Wastewater SCADA Improvements Project**

Olsson Associates has billed the Chickasha Municipal Authority for ongoing professional services rendered for the Water and Wastewater SCADA Improvements Project for the month of November and December for \$2,539.27.

Original Contract Sum	\$	109,720.00
Previous Payments	\$	64,707.50
Current Payment Due	\$	2,539.27
Amount Left in Contract	\$	<u>42,473.23</u>

This project is funded through the Revenue Bond.

**Staff Recommendation:** Authorize payment of invoice 264667 and invoice 26666 to Olsson Associates in the amount of \$42,473.23 for Engineering Services from the month of November and December.

**ITEM 2j. Consider approving Payment for Engineering Services for Project WWTP Generator Upgrade**

Olsson Associates has billed the Chickasha Municipal Authority for ongoing professional services rendered for WWTP Generator Upgrade for the month of September and November for \$5,831.26.

Original Contract Sum	\$	32,000.00
Previous Payments	\$	19,573.20
Current Payment Due	\$	5,831.26
Amount Left in Contract	\$	<u>6,595.54</u>

This project is funded through the Revenue Bond.

**Staff Recommendation:** Authorize payment of invoice 263313 and invoice 268050 to Olsson Associates in the amount of \$5,831.26 for Engineering Services for the month of September and November.

**ITEM 2k. Consider approving Payment for Engineering Services for the Filter Media Replacement Project**

Olsson Associates has billed the Chickasha Municipal Authority for ongoing professional services rendered for the Filter Media Replacement Project from the month of September through December for \$1,500.00.

Original Contract Sum	\$	25,000.00
Previous Payments	\$	20,000.00
Current Payment Due	\$	1,500.00
Amount Left in Contract	\$	3,500.00

This project is funded through the Revenue Bond.

**Staff Recommendation:** Authorize payment of invoice 263312 and invoice 269650 to Olsson Associates in the amount of \$1,500.00 for Engineering Services from the month of September through December.

**ITEM 21. Consider approving Payment for Engineering Services for Honda, Harbors, Highland, 23<sup>rd</sup> & Grand, 23<sup>rd</sup> & Iowa, Sentry, 7<sup>th</sup> & Illinois, and 12<sup>th</sup> & Pennsylvania Lift Stations**

Olsson Associates has billed the Chickasha Municipal Authority for ongoing professional services for surveying, design, bidding, and construction phase for Honda, Harbors, Highland, 23rd & Grand, 23rd & Iowa, Sentry, 7th & Illinois, and 12th & Pennsylvania Lift Stations from the month of September until December for \$24,519.00.

Original Contract Sum	\$	272,500.00
Previous Payments	\$	228,412.00
Current Payment Due	\$	24,519.00
Amount Left in Contract	\$	19,569.00

This project is funded through the Revenue Bond.

**Staff Recommendation:** Authorize payment of invoices 263306, 265529, 268031, and 269649 to Olsson Associates in the amount of \$24,519.00 for Engineering Services for Honda, Harbors, Highland, 23rd & Grand, 23rd & Iowa, Sentry, 7th & Illinois, and 12th & Pennsylvania Lift Station from the month of September until December.

\*Motion by Trustee Steelman, second by Trustee Carpenter to approve Consent Docket: ITEM 2a through ITEM 21.\*

Roll call vote:

“Ayes:” Pittman, Loggins, Steelman, Toland, Ross, Sutterfield, Ashanti-Alexander and Carpenter  
“Nays:” None  
“Abstain:” None  
Motion carried. 8-0

**ITEM 3. Discussion / Approval of Items Removed from Consent Docket:**

No action taken on ITEM 3

**ITEM 4.**   **Consideration and Discussion:**

**ITEM 4a.**   **Consider reviewing and accepting Audit FYE June 30, 2016, and authorize payment.**

Staff provided Mayor and Council with the audit report for fiscal year ending June 30, 2016 for review and information. Chris Angel, Angel Johnston & Blasingame, PC, reported the findings from the FYE 2016 Audit at the Special Work Session on January 23, 2017.

**Staff Recommendation:** Accept Audit for FYE – June 30, 2016, and authorize payment.

\*Motion by Trustee Sutterfield, second by Trustee Steelman to accept Audit FYE June 30, 2016 and authorize payment. \*

Roll call vote:

“Ayes:”   Loggins, Steelman, Toland, Ross, Sutterfield, Ashanti-Alexander, and Pittman

“Nays:”   None

“Abstain:”                                    Carpenter

Motion carried.                         7-0

**Motion to Adjourn**

Mayor Ross reported no further business and that the meeting was adjourned.

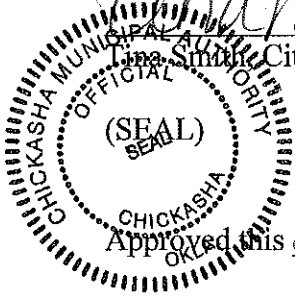
TIME: 7:00 P.M.

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Hank Ross, Mayor

ATTEST:

  
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Tina Smith, City Clerk



Approved this 20<sup>th</sup> day of February, 2017.