



March 6, 2017

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 6th day of March 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 6:05 p.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  
                                      Blake Elliott

**STAFF**

Tom Frailey, Attorney  
Tina Smith, City Clerk  
Brian Zalewski, Fire Chief  
G. G Music, Assistant Police Chief  
Susan Jones, Executive Assistant  
Rob Camp, Capital Project Manager  
Kristal Kuhn, Emergency Management Director  
Lean Smith, Asst. City Manager  
Summer Sanders, Recreation Coordinator  
Lillie Huckaby, Library Director  
Kim Kohler, Special Event Manager  
Stewart Fairburn, Consultant

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

**ITEM 2a.**                    **Consider approving the minutes of the February 20th, 2017 regular meeting.**

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

**ITEM 2b. Consider approving the Purchase Order list for the first half of March 2017 in the amount of \$354,595.44.**

Approve Purchase Order list for the first half of March 2017 in the amount of \$354,595.44.

**ITEM 2c. Consider approving the 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 January for \$5,606.84.

Original Contract Sum	\$	109,720.00
Previous Payments	\$	67,246.77
Current Payment Due	\$	5,606.84
Amount Left in Contract	\$	36,866.39

This project is funded through the Revenue Bond.

**Staff Recommendation:** Authorize payment of invoice 271105 Olsson Associates in the amount of \$5,606.84 for Engineering Services from the month of January.

**ITEM 2d. 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 for the month of January.

Original Contract Sum	\$	272,500.00
Previous Payments	\$	252,933.00
Current Payment Due	\$	3,750.00
Amount Left in Contract	\$	15,817.00

This project is funded through the Revenue Bond.

**Staff Recommendation:** Authorize payment of invoice to Olsson Associates in the amount of \$3,750.00 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.

**ITEM 2e. 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 January for \$1,700.00.

Original Contract Sum	\$	25,000.00
Previous Payments	\$	21,500.00
Current Payment Due	\$	1,700.00
Amount Left in Contract	\$	1,800.00

This project is funded through the Revenue Bond.

**Staff Recommendation:** Authorize payment of invoice 270784 to Olsson Associates in the amount of \$1,700.00 for Engineering Services from the month of September through December.

**ITEM 2f. Consider approving Contractor's Application for Payment No. 7 to W.E.B. Construction in the amount of \$63,312.87 for the 4<sup>th</sup> Street 8" Waterline Replacement Project.**

On May 16, 2016, the Chickasha Municipal Authority Approved Bid# 2016-036 4<sup>th</sup> Street 8-inch Waterline Replacement Project in the total amount of \$796,941.23. They are working on boring the line underneath Colorado this week. W.E.B. Construction has applied for another Application for Payment in the amount of \$63,312.87. 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	\$	796,941.23
Previous Payments	\$	630,185.46
Current Payment	\$	63,312.87
Amount Left in Contract	\$	103,442.90

This project is funded through the Revenue Bond Fund.

**Staff Recommendation:** Approve Contractor's Application for Payment No. 7 to W.E.B. Construction in the amount of \$63,312.87 for the 4<sup>th</sup> Street 8" Waterline Replacement Project.

\*Motion by Trustee Sutterfield, second by Trustee Elliott to approve Consent Docket: ITEM 2a through ITEM 2f.\*

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 9-0

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

No action taken on ITEM 3

**ITEM 4. Consideration and Discussion:**

**ITEM 4a. Consider authorizing staff to solicit bids for the Abandonment of 4<sup>th</sup> Street Waterline from Kansas to Tennessee**

During Project #2016-036 8-inch Water Line Replacement from Kansas to Tennessee, the project did not abandon the waterline that was in the middle of 4<sup>th</sup> Street. Guernsey and Public Works tried to negotiate with the contractor to include the abandonment within this project, but the cost of the field changes/change orders would have been 15% or higher. State regulations states that a municipality cannot go above 15% in field orders/change orders if the project is below one million dollars. Because the bid was \$796,941.23 and the field order/change orders were above 15%, they must solicit bids for the field orders/change orders.

There are two scenarios that Public Works wants to solicit bids. Alternate 1 allows the contractor to cut, cap, and abandon the water line, which will include closing down 1 – 2 lanes of Highway 81 at selected points of US-81. Alternate 2 allows the contractor to bore under US-81 without closing parts of US-81 but closing some of the side streets. Public Works would like to see if a boring company would get closer to the cut, cap and abandon estimate and let the Chickasha Municipal Authority decide which avenue to take.

The estimated costs are listed below:

Alternate 1	\$	105,460.00
Alternate 2	\$	276,080.00

This project is funded through the Revenue Bond Fund. Related item is for approval of \$7,500 contract with Guernsey for engineering and bid documents.

**Staff Recommendation:** Authorize staff to solicit bids for the abandonment of 4<sup>th</sup> Street Waterline from Kansas to Tennessee.

6:05 P.M.

*Rob Camp handed out maps to council with old water lines. Council Member Carpenter asked if this was amendment. Council Member Toland stated better jobs then temporary fix. Council Member Steelman asked about the side streets and if ODOT has approved cutting into hwy 81.*

\*Motion by Trustee Loggins, second by Trustee Toland to approve Staff to solicit bids for the Abandonment of 4<sup>th</sup> street waterline from Kansas to Tennessee. \*

Roll call vote:

“Ayes:”	Carpenter, Pittman, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott and Ashanti-Alexander
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

**ITEM 4b. Consider approving Engineering Services for 4<sup>th</sup> Street Abandon Waterline Project from Kansas to Tennessee**

During Project #2016-036 8-inch Water Line Replacement from Kansas to Tennessee, the project did not abandon the waterline that was in the middle of 4<sup>th</sup> Street. Guernsey and Public Works tried to negotiate with the contractor to include the abandonment within this project, but the cost of the field changes/change orders would have been 15% or higher. State regulations states that a municipality cannot go above 15% in field orders/change orders if the project is below one million dollars. Because the bid was \$796,941.23 and the field order/change orders were above 15%, they must solicit bids for the field orders/change orders.

In order to solicit bids, Public Works needs the Engineering Services of Guernsey to engineer the project and help solicit bids. The estimate cost is not to exceed \$7,500.00 This project is funded through the Revenue Bond Fund. Related item is to authorize staff to solicit bids for the abandonment of 4<sup>th</sup> Street waterline from Kansas to Tennessee.

**Staff Recommendation:** Authorize staff to use Guernsey as Professional Services to engineer and solicit bids for the 4<sup>th</sup> Street Waterline Project from Kansas to Tennessee and not to exceed \$7,500.00

\*Motion by Trustee Steelman, second by Trustee Toland to approve Guernsey for engineering services if engineering fees are waved. \*

Roll call vote:

“Ayes:”	Pittman, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander and Carpenter
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

**ITEM 4c. Consider approving emergency services to Luckinbill, Inc for jetting and use of their sewer camera for a total of \$6,435.00**

On October 4, 2016, there was blockage in the sewer drains that was causing the sewer line along Chickasha to have an odor problem. In order to locate the problem, Public Works contacted Luckinbill, Inc. to help clean-out and camera the sewer lines. Luckinbill, Inc. is a member of the Oklahoma Municipal Assurance Group (OMAG) and can use \$2,000 towards jetting and the use of the Camera. Because the problem was wide spread and the Sewer truck and camera truck was down, Public Works needed Luckinbill, Inc's services. The net bill from Luckinbill, Inc. was \$6,435.00

This project is funded through the Chickasha Municipal Authority. Account Number: 31-536-5205-004.

**Staff Recommendation:** Declare an emergency and authorize payment to Luckinbill, Inc. for the jetting and the use of the camera on Chickasha Avenue for \$6,435.00.

\*Motion by Trustee Elliott, second by Trustee Sutterfield to approve emergency services to Luckinbill, Inc. for jetting and use of their sewer camera. \*

Roll call vote:

"Ayes:"	Loggins, Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter, and Pittman
"Nays:"	None
"Abstain:"	None
Motion carried.	9-0

**ITEM 4d. Consider authorizing the renewal of the contract with Kathy Winn to sell Lake Permits and to provide Lake Hostess services and authorize the Mayor to execute that contract.**

For several years, we have allowed a lake hostess to sell lake permits on a percentage basis. This person also provided camping reservation and information services.

Last year we paid the Lake Hostess 25% of permits sold.

This will include tracking permits and depositing the permits and funds with the City Clerk's Office.

Staff is asking to keep that rate and not make any changes to the contract.

**Staff Recommendation:** Approve renewing the contract with Kathy Winn to sell Lake Permits and to provide Lake Hostess services and authorize the Mayor and Staff to execute the agreements.

*Council Member Carpenter asked how payments were taken, City hall, drop box, trailer at the lake and collection.*

6:05 P.M.

\*Motion by Trustee Elliott, second by Trustee Loggins to approve Kathy Winn to sell Lake Permits and to provide lake hostess services and authorize the Mayor to execute the contract. \*

Roll call vote:

“Ayes:” Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Pittman and Loggins  
“Nays:” None  
“Abstain:” None  
Motion carried. 9-0

**ITEM 4e. Consider a request for a 120-day temporary permit to pump water from Lake Chickasha for oil operations.**

Kaiser-Francis Oil Company is drilling north of Lake Chickasha on private property. They have asked to buy water from the lake for their operations. The price would be \$0.25/barrel for no more than 200,000 barrels. The maximum amount of the sale would be \$50,000.

They would set up the pump at the same location Continental did a few years ago, and then lay pipe (similar to fire hose) on top of the ground from that location north – see map attached. A meter will be onsite to measure the amount of water used. Any damage would be repaired by the oil company.

The area in question is part of our agricultural lease. The lease has been notified and a crossing over the pipe will need to be made for vehicles to pass over.

**Recommendation:** Approve the 120-day temporary water permit to withdraw up to 200,000 barrels from Lake Chickasha and transport via pipe to an offsite location for a price of \$0.25/barrel of water.

\*Motion by Trustee Elliott, second by Trustee Steelman to approve a 120-day temporary permit to pump water from Lake Chickasha for oil operations and amount to be paid in full no later than 60 days after the completion of the well or 30 days after the permit term is completed, whichever is first. \*

Roll call vote:

“Ayes:” Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Pittman, Loggins and Steelman  
“Nays:” None  
“Abstain:” None  
Motion carried. 9-0

**ITEM 5. Bid Opening and Awards Items:**

**ITEM 5a. Consider awarding the bid for the Pressure Reducer Valves**

6:05 P.M.

On December 6, 2017, the Chickasha Municipal Authority Authorized Public Works to solicit bids for the replacement of six Pressure Reducer Valves. On January 17, 2017, the Chickasha Municipal Authority rejected bids due to improper publication of the solicitation of bids and authorized Public Works to resolicit bids for the Pressure Reducer Valves. On February 17, 2017, the following bids were received and are listed below:

Edwards Equipment	\$	19,955.10
HD Supply	\$	20,986.69
Bertrem Products	\$	21,197.00
Automatic Engineering	\$	24,631.64

Edwards Equipment met the specifications listed in the bid packet and is the lowest responsible bid.

This project is funded through the Revenue Bond Fund.

**Staff Recommendation:** Award the bid for the Pressure Reducer Valves for a total cost of \$19,995.10 to Edwards Equipment.

\*Motion by Trustee Carpenter, second by Trustee Loggins to award bid for the Pressure Reduce Valves.\*

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 9-0

**ITEM 5b. Consider awarding the Bid for the Purchase and Installation of the SCADA equipment for the Water and Wastewater System.**

On December 6, 2016, the Chickasha Municipal Authority Authorized Public Works to solicit bids for the SCADA (Supervisory Control and Data Acquisition) for the Water and Wastewater Systems. This is a category of software application program and equipment for process control. The program and the equipment gathers data in real time from remote locations in order to control equipment and conditions at the various sites throughout the Water system and the Wastewater system.

Bids were opened and read aloud at the Chickasha Public Works Building on February 2, 2017 for the above-referenced project. The base bid was developed with specified equipment in the bid forms. An alternate bid was allowed with or equal equipment for contractor familiarity to provide potential cost savings to the City. Of the two bids received, the low bid was from Haynes Equipment Co. in the amount of \$223,677.00 (alternate bid). The alternate bid from Haynes Equipment Co. represented a savings of



Chickasha Municipal Authority Meeting 03-06-2017  
6:05 P.M.

\$12,935 over the base bid while still meeting the performance requirements. The Engineer's Opinion of Cost for this project was \$155,550.00. For a more detailed explanation of the cost difference, please look at the attached bid tabulation sheet. On February 17, 2017, the bids were received and are listed below:

	Base Bid	Alternate Bid
Haynes Equipment	\$ 236,612.00	\$ 223,667.00
HOA Solutions	No Bid	\$ 289,817.00

It is the recommendation of Olsson Associates and Public Works that Haynes Equipment Alternate Bid is the lowest reasonable bid.  
This project is funded through the Revenue Bond Fund.

**Staff Recommendation:** Accept the lowest alternate bid from Haynes Equipment for \$223,667.00 for the purchase and installation of SCADA equipment for the Water and Wastewater systems.

\*Motion by Trustee Sutterfield, second by Trustee Loggins to award bid for the purchase and installation of the SCADA equipment for the water and wastewater system. \*

Roll call vote:

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

“Nays:” None

“Abstain:” None

Motion carried. 9-0

**Motion to Adjourn**

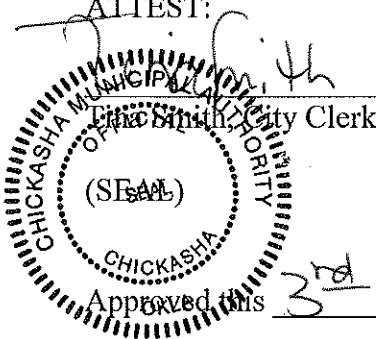
Mayor Ross reported no further business and that the meeting was adjourned.

TIME: 6:33 P.M.



\_\_\_\_\_  
Hank Ross, Mayor

ATTEST:



Approved this 3rd day of April, 2017.