

# OILTON PUBLIC WORKS AUTHORITY | MINUTES

---

March 10, 2020 | 7:00 pm | City Hall Oilton, OK

Chairman, Jerry Green	Present
Clerk, Abigail Parnell	Present
Attorney, Bryan K. Drummond	Absent

**Attendees:**  
Martha Graham, Zachariah Hollingsworth, Shannon Wilson, Brice Wilson

## 1. CALL TO ORDER/ROLL CALL/ESTABLISH QUORUM

### **TRUSTEES PRESENT**

Kenneth Graham, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

### **TRUSTEES ABSENT**

N/A

**QUORUM ESTABLISHED (5 OUT OF 8 MEMBERS PRESENT)**

## 2. DISCUSSION AND APPROVAL OF THE FEBRUARY 11, 2020 REGULAR MEETING MINUTES.

Jimmy made a motion to approve the February 11, 2020 Meeting minutes. Kenneth seconded the motion.

### **Vote**

Aye - Kenneth Graham, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MOTION APPROVED.**

## 3. TREASURER'S REPORT

**SKIPPED.**

## 4. DISCUSSION AND ACTION ON THE PURCHASE ORDERS AND CLAIMS

Hold PO 22020118 – Linda Bourn

Kenneth made a motion to approve all Purchase Orders and Claims with the exception of holding PO 22020118. Bessie seconded the motion.

### **Vote**

Aye - Kenneth Graham, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MOTION APPROVED.**

**5. DISCUSSION AND ACTION ON APPROVING THE ENGAGEMENT LETTER SENT BY ELFRINK & ASSOCIATES, PLLC TO BEGIN WORK ON THE FISCAL YEAR 2019 AND FISCAL YEAR 2020 AUDITS.**

Bessie made a motion to approve the engagement letter sent by Elfrink & Associates, PLLC to begin work on the fiscal year 2019 and fiscal year 2020 audits. Jimmy seconded the motion.

**Vote**

Aye - Kenneth Graham, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MOTION APPROVED.**

**6. DISCUSSION AND POSSIBLE ACTION ON RESINSTATING THE MONTHLY PAYMENTS TO THE IMMA/WATER AND IMMA/SEWER ACCOUNT.**

Jerry - suggested putting the \$3,000 a month into the IMMA Sewer/Water account that we were using to make the SMC Payment.

Kenneth made a motion to put \$3,000 a month into the IMMA Sewer/Water account beginning in April. Tyler seconded the motion.

**Vote**

Aye - Kenneth Graham, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MOTION APPROVED.**

**7. DISCUSSION ON GAS LEAK SURVEY AND REQUEST AUTHORIZATION TO SOLICIT BIDS FOR REPAIR OF MAJOR GAS LEAK ON OLD 51 HWY AND BROOKS CEMETERY ROAD.**

Jerry – the report is in your packets. Tom Smith has been doing our Leak Survey's in the past and even though he's retiring he went ahead and did this for us. He quoted us \$750 but went ahead and did it for \$450. He said he'd still be on board to help us next year. There were leaks found. We had no major leaks because our big leak wasn't on the part he surveyed this year but he took him out there to look at it. He said he wouldn't touch it. He talked to Bruce and that line is a main line that used to feed down to David McBride and Beth Mills Houses and it's no longer needed so he thinks we can cut it off there and go across the road and pick up the line. He'd like to go ahead and get that one in the works so we can get an estimate on what it would take. The leak on the HWY across from the American Legion was a class 2 leak but he moved it to a class 3. The guys will closely monitor it and if it gets worse we'll need to fix it and that's going to involve digging it up from the HWY. The rest of them were minor. That's what was in this quarterly report. There is one more minor leak out on Old HWY east of 99 that he thinks our guys can dig up and look at.

Tyler made a motion to authorize Jerry Green to solicit bids for repair of a major gas leak on Old HWY 51 and Brooks Cemetery Road. Bessie seconded the motion.

**Vote**

Aye - Kenneth Graham, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MOTION APPROVED.**

**8. REQUEST APPROVAL OF PURCHASE ORDER TO DUNHAM ASPHALT FOR \$1,350 FOR 15 TONS HOT/COLT MIX COLD LAY PATCH TO REPAIR STREETS FROM WATER LEAK REPAIR.**

**SKIP.**

**9. DISCUSSION ON OVERCHARGES FOR TANK MAINTENANCE ON THE WEST STORAGE TOWER. AUTHORIZE CHAIRMAN TO DISCUSS PLAN OF ACTION TO RECOVER FUNDS WITH CITY ATTORNEY AND NOTIFY UTILITY SERVICE CO.**

Jerry – For years they’ve had the South Tank rated as a 600,000 gallon tank and there’s a report done in 2010 showing 600,000 gallons. The guys measured them and the East tower is 317,260 gallons and the town tower is 298,459 gallons. And they base our maintenance agreement on the gallons and last year we paid on 600,000 gallons just for one tank. We could save \$10,000 a year and possibly go back.

Bessie – If they’re doing the tank maintenance how did they not notice that?

Jerry – When he brought it up with the company they said they’d get back with him but they never have. That was 3 or 4 months ago.

Tyler made a motion to authorize the Chairman to discuss a Plan of Action to recover funds with the City Attorney and notify Utility Service Co. Bessie seconded the motion.

**Vote**

Aye - Kenneth Graham, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MOTION APPROVED.**

**10. NEW BUSINESS**

**11. PUBLIC COMMENTS**

**12. BOARD MEMBER COMMENTS**

**13. ADJOURNMENT**

Bessie made a motion to adjourn, Jimmy seconded the motion.

**Vote**

Aye - Kenneth Graham, Bessie Mattaliano, Jimmy Kennedy, Jackie Kennedy, Tyler Bridwell

Nay -

**MEETING ADJOURNED @ 9:22 PM.**