



City of Waurika, Oklahoma

CITY COMMISSION CHAMBERS

122 S. Main

Waurika, OK 73573

REGULAR MEETING

WAURIKA PUBLIC WORKS AUTHORITY

Monday, February 13, 2023

6:00 P.M.

MINUTES

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to amendment, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its city/Trust manager, staff, attorney or to the recommending board, commission, or committee.

1. Call to Order.

7:05 pm

2. Roll Call: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck

Present: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck

Absent: None

3. Consent Docket: *The following items are considered routine by the Waurika Board of Trustees and will be enacted with one motion. Discussion desired on any item, that item will be removed from the Consent Agenda and considered separately.*

- A. Acceptance of the Minutes of the January 09, 2023, Regular Meeting.
- B. Acceptance of the Minutes of the January 23, 2023, Special Meeting
- C. Acknowledgement of the General Fund Claims.
- D. Acknowledgement of GO Bond Sinking Funds Claims.

Sharon made a motion to accept A, B, C, & D of the consent document; Second by Henry Lara

Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck

Nays: None

4. Discussion, consideration, and possible action on items removed from consent docket.
5. Discussion, consideration, and possible action on update to fee arrangement for Amanda Mullins, PLLC from \$165 per hour to \$185 per hour beginning July 1, 2023.

Sharon Duncan made a motion to update to fee arrangement for Amanda Mullins, PLLC from \$165 per hour to \$185 per hour beginning July 1, 2023; Second by Krissy Torres

Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck

Nays: None

6. Discussion, consideration, and possible action authorizing Community Development Block grant in the amount of \$600,000 with dollar-for-dollar match.

Krissy Torres made a motion to approve the Community Development Block grant in the amount of \$600,000 with dollar-for-dollar match; Second by Sharon Duncan

Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck

Nays: None

7. Discussion, consideration, and possible action to earmark \$600,000 in City funding for the CDBG grant.

Krissy Torres made a motion to earmark \$600,000 in city funding for the CDBG grant; Second by Sharon Duncan

Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck

Nays: None

8. Discussion, consideration, and possible action on authorizing David White, P.E. as engineer of CDBG grant project.

Sharon Duncan made a motion to authorize David White, P.E. as engineer of CDBG grant project; Second by Jacob Eck

Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck

Nays: None

9. Discussion, consideration, and possible action on authorizing City Manager to work up a standard agreement with Millie Vance to administer the CDBG grant.

Krissy Torres made a motion to authorize City Manager to work up a standard agreement with Millie Vance to administer the CDBG grant; Second by Jacob Eck

Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck

Nays: None

10. Discussion, consideration, and possible action on Ordinance 02132023-02

AN ORDINANCE OF THE MAYOR AND BOARD OF CITY COMMISSIONERS OF THE CITY OF WAURIKA, JEFFERSON COUNTY, STATE OF OKLAHOMA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF WAURIKA, TITLE 9, PUBLIC UTILITIES, CHAPTER 2, UTILITY SYSTEMS, SECTION 9-2-5, TURNING ON UTILITIES, TO ADD SUBSECTION C TO PROVIDE THAT THE OWNER OR TENANT SHALL BE RESPONSIBLE FOR ANY RECONNECTION AND/OR WATER USAGE FLOWING THROUGH TO THIS LOCATION IF THE WATER METER HAS PREVIOUSLY BEEN SHUT OFF BY THE CITY; TO ADD A SUBSECTION D TO PROVIDE THAT IT SHALL BE UNLAWFUL FOR THE OWNER/TENANT OF A PROPERTY TO FAIL/NEGLECT TO NOTIFY THE CITY OF WAURIKA, WITHIN 24 HOURS OF A RECONNECTION OF A WATER METER LEADING TO HIS/HER PROPERTY THAT OCCURS AFTER THE METER HAS BEEN PROPERLY SHUT OFF BY THE WAURIKA PUBLIC WORKS AUTHORITY AND THAT HAS NOT BEEN TURNED ON WITH THE WRITTEN PERMISSION OF THE CITY CLERK; AMENDING THE CODE OF ORDINANCES OF THE CITY OF WAURIKA, TITLE 9, PUBLIC UTILITIES, CHAPTER 2, UTILITY SYSTEMS, SECTION 9-2-7, EXTENDING SERVICE; PAYMENT OF BILLS; CUTOFFS, TO ADD SUBSECTION E TO PROVIDE THAT ANY SERVICE TURNED OFF FOR VIOLATION OF ANY RULES, REQUIREMENTS, OR NON-PAYMENT, AND UPON LATER INSPECTION SHOWS THE METER HAS BEEN TURNED ON, OR ADDITIONAL USAGE ON THE METER, SHALL, IN THE DISCRETION OF THE CITY, CAUSE THE METER TO BE REMOVED, AND SERVICE WILL NOT BE RESTORED TO ANY PERSON EXCEPT UPON PAYMENT OF ALL OTHER CHARGES AND RENTS SET AT THE BULK RATE BILLED TO THE CUSTOMER'S UTILITY BILL, PLUS A METER REMOVAL FEE IN THE AMOUNT PROVIDED IN THE CITY FEE SCHEDULE; AND TO PROVIDE SUBSECTION F TO PROVIDE AN APPEAL PROCESS TO THE CITY MANAGER; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY THEREOF; AND DECLARING AN EMERGENCY.

PULLED FROM AGENDA

11. Discussion, consideration, and possible action on approving Emergency Claus for Ordinance 02132023-02

PULLED FROM AGENDA

12. Discussion, consideration, and possible action on Resolution 02132023-05

A RESOLUTION OF THE MAYOR AND BOARD OF CITY COMMISSIONERS OF THE CITY OF WAURIKA, JEFFERSON COUNTY, STATE OF OKLAHOMA, AMENDING THE MASTER FEE SCHEDULE FOR SERVICES ADOPTED ON JULY 27, 2022 TO ADD METER TAMPERING AND METER REMOVAL FEE.

Krissy Torres made a motion to accept Resolution 02132023-05; Second by Henry Lara
Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck
Nays: None

13. Discussion, consideration, and possible action on opening bid for Raw Water Station generator.

Krissy Torres made a motion to open bids for Raw Water Station Generator; Second by Henry Lara.
Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck
Nays: None
Bid from PATCO in the amount of \$129,281.25
Krissy Torres made a motion to reject the bid from PATCO in the amount of \$129,281.25; Second by Henry Lara
Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck
Nays: None

14. Discussion, consideration, and possible action regarding presentation of Fiscal Year 2021-2022 audit with FSW&B

Sharon Duncan made a motion to accept the audit for the FY 2021-2022 with Foresight; Second by Krissy Torres
Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck
Nays: None

15. Department Reports provided by the Billing Clerk, Water/Sewer Dept., and City Manager

16. Financial presented by RS Meacham

17. Adjourn.

Henry Lara made a motion to adjourn; Second by Krissy Torres
Ayes: Krissy Torres, Sharon Duncan, Henry Lara, Jana Gaines, Jacob Eck
Nays: None

Filed in the office of the Waurika City Clerk and posted in the Community Notification Box at the front of the Waurika City Hall on **Friday, the 10th day of February, 2023 at 1:30 P.M.**

Jacob Eck – Chairman
 122 S. Main
 Waurika, OK, 73573
 (580) 228-2713


 Jacob Eck – Chairman

ATTEST:


 Melissa Tilley – City Clerk

