





<p>Operating revenue: \$1,301,773.35 (received \$500,000.00 from City of Tahlequah for Muskogee Ave utility relocations and \$200,000.00 from Cherokee Nation to extend a waterline to the new training center)</p> <p>Water operating expenditures: \$273,014.15</p> <p>Teehee operating expenditures: \$184,718.07</p> <p>Tenkiller operating expenditures: \$138,708.24</p> <p><b>Net income: \$705,332.89</b></p>	<p>Sewer operating expenditures: \$137,548.90</p> <p>WWTP expenditures: \$88,145.37</p> <p><b>Net income: \$126,806.34</b></p>
<p><b><u>Administration</u></b></p> <p><i>(Reallocated to Electric 50%   Water 25%   Sewer 25%)</i></p> <p>Admin operating expenditures: \$61,341.07</p>	
<p>Non-operating revenue: \$86,863.46</p> <p>City of Tahlequah Apportionment: \$150,008.94</p>	

**Total net income for all departments: \$1,419,194.82**

**Capital expenditures**

Electric Department: \$0.00                                      Sewer & WWTP: \$10,048.02

Water System & Plant: \$241,930.81                                      Administration: \$0.00

**Total Capital Expenditures: \$251,978.83**

Mr. Mutzig made a motion to approve the financial report for August 2024, seconded by Ms. Long.

Roll Call:                      AYE: Ms. Baker, Mr. Mutzig, Mr. Gish, Ms. Long                                      NAY: None

**3. Discussion & Possible Action to approve bid for Transfer PME Pad Mounted Gear totaling \$129,439.00**

Mr. Rick Patrick stated this equipment is used in a power outage to switch power from one line to another that is still working. Typically, this equipment is used for hospitals and other facilities that need redundancy.

Ms. Baker made a motion to accept the bid from Irby Company for \$129,439.00, seconded by Mr. Mutzig.

Roll Call:                      AYE: Mr. Mutzig, Mr. Gish, Ms. Long, Ms. Baker                                      NAY: None

**4. Discussion & Possible Action to approve bid for Meter Reader truck**

Mr. Gish explained that the three (3) trucks on the agenda are bid with the same specifications and the purchase would be for three (3) of the same truck from the same dealership. Agenda Items 4-6 are combined under one motion to include the purchase of all three (3) trucks.

Mr. David Lindsey stated these vehicles will be replacing older ones in three (3) departments. The Meter Reader truck will be replacing a 2018 Ford F-150, the Warehouse has a 2016 Ford F-250, and the WTP has a 2013 Ford Escape. He recommended purchasing the trucks from Bob Howard for being the best and lowest cost.

**5. Discussion & Possible Action to approve bid for Warehouse truck**

**6. Discussion & Possible Action to approve bid for Water Treatment Plant truck**

Ms. Baker made a motion to accept the bid from Bob Howard for \$41,469.00 per truck for the three (3) trucks that were bid, seconded by Ms. Long.

**7. Discussion & Possible Action to approve bid for combination sewer cleaner truck for Wastewater Collections**

Mr. Lindsey explained the difference between the 3-yard and the 5-yard truck from Frontier stating the 5-yard truck's debris tank can be used for more water if needed, but it would be over the weight limit for a non-CDL vehicle. The bid request was sent with 3-yard specifications. Mr. Barry Tucker stated this vehicle would replace a 1994 one and is necessary for access to smaller areas the large jetter truck cannot reach.

Mr. Gish asked Mr. Lindsey if he's recommendation was for the 3-yard Frontier truck but he stated he did not have an opinion but there were two items on the specifications that Frontier was not able to fulfill in their bid and Mr. Tucker had concerns about that one. Ms. Long confirmed what Mr. Lindsey had stated saying the bid from J & R Equipment was the only complete bid received. Mr. Tucker said Frontier Equipment brought a truck to demonstrate and it was not functioning properly at the demonstration. He added that J & R will come to the Light Plant to make any repairs for any future problems; the vehicle does not have to be towed to a facility. Based on the recommendation from Mr. Tucker and that J & R Equipment was the only bid received for all specifications required, it was determined to be the lowest and best bid.

Mr. Mutzig made a motion to accept the bid from J & R Equipment totaling \$389,859.00 due to being the only bid received that met the specifications, seconded by Ms. Baker.

Roll Call: AYE: Ms. Baker, Mr. Mutzig, Mr. Gish, Ms. Long

NAY: None

**8. Discussion & Possible Action to approve bid for water sampling stations**

Mr. Lindsey said this bid was for 40 water sampling stations to be placed around town for sampling the clean water through the distribution system. Mr. Doublehead read a statement from Mr. Jerry Linn (absent) stating that there have been complaints of property damage and inconveniences from customers where samples are being taken. Some sampling locations are at the end of a line and can cause the sample to be sitting in the line for long periods of time. This could cause the quality sampled to be inaccurate.

Ms. Long made a motion to accept the bid for 40 water sampling stations from Utility Supply Company for \$49,999.20, seconded by Ms. Baker.

Roll Call: AYE: Mr. Mutzig, Mr. Gish, Ms. Long, Ms. Baker

NAY: None

**9. Discussion & Possible Action to approve bid for drying bed cover for WWTP**

Mr. Doublehead called Mr. Greg Armstrong to present this item. Mr. Armstrong stated there was one bid received from Cook Consulting and he recommended approval. Mr. Darrell Curtis said this would protect the sludge from the weather and allow for more compost to be made and sold. The sludge is currently exposed to the elements and if it gets too wet, it must be hauled to the Muskogee landfill. Mr. Curtis stated that having this structure would nearly eliminate the need to pay for them to dispose of the sludge. Mr. Chaffin asked if this was out for bid through the Oklahoma Competitive Bidding Act and Mr. Armstrong confirmed.

Mr. Mutzig made a motion to accept the bid from Cook Consulting for \$350,000.00, seconded by Ms. Baker.

Roll Call: AYE: Mr. Gish, Ms. Long, Ms. Baker, Mr. Mutzig

NAY: None

**10. Discussion & Possible Action to approve an agreement between TPWA and the Tahlequah Regional Development Authority regarding the PREP Grant**

Mr. Nathan Reed began saying the PREP Grant was \$29 million set aside from the State Legislature for rural industrial parks and Tahlequah was award \$2.2 million for three (3) projects Mr. Reed submitted. One of the grants will be provided to TPWA for a wastewater extension line at the business and technology park. He stated there is no sewer lines in the area and developers have to construct septic systems for the large buildings being built. This grant would be used to construct sewer lines to this area for future development. This agreement is for \$367,120.00 to cover engineering, materials, and labor. The extension would begin from the bottom of the hill and include approximately 20-25 acres off Moccasin St. Ms. Long asked about the deadline to complete the project with the grant money and Mr. Reed stated it will need to be completed by the end of the calendar year of 2025. Mr. Doublehead said Mr. Tucker's crews are ready to start the project.

Mr. Mutzig made a motion to approve the agreement with TRDA, seconded by Ms. Baker.

Roll Call: AYE: Mr. Gish, Ms. Long, Ms. Baker, Mr. Mutzig

NAY: None

**11. Discussion & Possible Action to approve a Memorandum of Understanding with the Cherokee Nation regarding a 12" waterline extension for the Cherokee Nation Main Complex**

Mr. Doublehead said this is a similar MOU to previous ones with the Cherokee Nation. This will be a reimbursable project to TPWA from the Cherokee Nation and will begin at the bottom of Park Hill Mountain. Mr. John Asbill (Cherokee Nation) stated this project will not only extend to the main complex but would include future development in the area as well.

Ms. Long made a motion to approve the MOU with the Cherokee Nation for the 12" waterline extension, seconded by Ms. Baker.

Roll Call: AYE: Ms. Long, Ms. Baker, Mr. Mutzig, Mr. Gish

NAY: None

**12. Discussion & Possible Action to approve engineering agreement with Wallace Engineering Services for 12" waterline extension for Cherokee Nation Main Complex**

Mr. Doublehead stated Wallace Design Collective has worked on the project and this would be an agreement with partner with them on the waterline extension. The costs associated with the extension will be reimburse by the Cherokee Nation per the approved MOU on Item #11.

Ms. Baker made a motion to approve the engineering agreement with Wallace Design Collective for the 12" waterline extension with the Cherokee Nation, seconded by Ms. Long.

Roll Call: AYE: Ms. Baker, Mr. Mutzig, Mr. Gish, Ms. Long

NAY: None

**13. Discussion & Possible Action to approve a request from Rural Water District #8 (Briggs) for a user that will require more than 10,000 gallons/month in accordance with the Rural Water District Contract**

Mr. Doublehead explained the request from the potential customer and the concerns about it. The customer is requesting TPWA to be the primary source of water. Mr. Harvey Chaffin, TPWA Attorney, was unable to provide legal advice for TPWA due to a conflict of interest being his position on the

RWD's Board. Mr. Gish asked if it was possible the entity to build a well, and the answer from Mr. Doublehead and Mr. Chaffin was "yes". Mr. Chaffin added that the Briggs RWD is concerned about the impact on water pressure because it is near a residential area and 10,000 gallons per day is expected. Mr. Doublehead said outside legal advice could be obtained before a decision is made.

Ms. Long made a motion to table this item, seconded by Ms. Baker.

Roll Call: AYE: Mr. Mutzig, Mr. Gish, Ms. Long, Ms. Baker

NAY: None

#### 14. Engineer's Report

Mr. Greg Armstrong presented updates on the following:

- South Muskogee Ave Waterline Project: The line is installed from KFC north to 4th Street and turns west to Graham Street where it ties into the existing 12" line that was put in for the W 4th Street Project a few years ago. Contractors have requested the lines be turned on where installed. The line is being tested to put back into service.
- Highway 82 Water & Sewer Line Relocations: Some gravity sewer line has been installed, but the contractors ran into an issue with the boring machine and are waiting for a part to repair it. Waterline is going down Grand Ave and across the highway to the east. The contractors have been excavating the area and an electric line had to be moved. Mr. Armstrong said the electric will be underground and they are waiting for the water relocation crew to give him an estimate on cost to bore for the line.
- Wheeler & NE Tank Rehabilitation: Wheeler tank is complete and being filled with water. The NE tank will start in approximately one (1) month. Mr. Bryan Harris said they will make sure the Wheeler tank can handle the demand while the NE tank is down before starting the process.

#### 15. Discussion & Possible Action to approve Pay Application #1 to Stronghand LLC for Hwy 82 waterline relocation totaling \$28,588.08

Mr. Armstrong stated the invoice is for the sewer line, not waterline, that Stronghand LLC is working on. He believes the work was in line with expectations and recommended approval.

Ms. Baker made a motion to approve Pay App #1 to Stronghand LLC for \$28,588.08, seconded by Mr. Mutzig.

Roll Call: AYE: Mr. Gish, Ms. Long, Ms. Baker, Mr. Mutzig

NAY: None

#### 16. Discussion & Possible Action to approve Pay Application #5 to Cook Construction for Muskogee Ave waterline relocation totaling \$91,511.82

Mr. Armstrong recommended payment.

Mr. Mutzig made a motion to approve Pay App #5 to Cook Construction for \$91,511.82, seconded by Ms. Baker.

Roll Call: AYE: Ms. Long, Ms. Baker, Mr. Mutzig, Mr. Gish

NAY: None

#### 17. Discussion & Possible Action to approve Pay Application #6 to Cook Construction for Indian Meadows sewer improvements totaling \$331,725.86

Mr. Chaffin pointed out that on the contracted amount is \$999,921.00 and the work completed is \$1,059,225.12. He asked for an explanation to why the contracted amount was less than the work completed amount. Mr. Armstrong was unsure the reason and said he would find the answer and relay it back to the Board. More information is needed before approving payment.

Mr. Mutzig made a motion to table Pay App #6 to Cook Construction, seconded by Ms. Baker.

Roll Call: AYE: Ms. Baker, Mr. Mutzig, Mr. Gish, Ms. Long NAY: None

**18. Discussion & Possible Action to approve Pay Application #2 to Kimery Painting totaling \$136,677.45**

Mr. Armstrong stated this was the final invoice for the Wheeler tank and recommended payment.

Ms. Baker made a motion to approve Pay App #1 Kimery Painting totaling \$136,677.45, seconded by Mr. Mutzig.

Roll Call: AYE: Mr. Mutzig, Mr. Gish, Ms. Long, Ms. Baker NAY: None

**19. Discussion & Possible Action to approve HUB Invoice #10 for Muskogee Waterline Relocation totaling \$2,800.00**

Mr. Mutzig made a motion to approve HUB Invoice #10 totaling \$2,800.00, seconded by Ms. Long.

Roll Call: AYE: Mr. Gish, Ms. Long, Ms. Baker Mr. Mutzig NAY: None

**20. Discussion & Possible Action to approve HUB Invoice #10 for Muskogee Waterline Relocation totaling \$1,400.00**

Mr. Mutzig made a motion to approve HUB Invoice #11 for \$1,400.00, seconded by Ms. Baker.

Roll Call: AYE: Mr. Gish, Ms. Long, Ms. Baker, Mr. Mutzig NAY: None

**21. Discussion & Possible Action to approve HUB Invoice #10 for Highway 82 Sewer Line Relocation totaling \$635.00**

Ms. Baker made a motion to approve HUB Invoice #10 totaling \$635.00 and Mr. Mutzig seconded.

Roll Call: AYE: Ms. Long, Ms. Baker, Mr. Mutzig, Mr. Gish NAY: None

**22. Discussion & Possible Action to approve HUB Invoice #6 for Highway 82 Waterline Relocation totaling \$635.00**

Ms. Baker made a motion to approve HUB Invoice #6 totaling \$635.00 and Ms. Long seconded.

Roll Call: AYE: Ms. Baker, Mr. Mutzig, Mr. Gish, Ms. Long NAY: None

**23. Discussion & Possible Action to approve HUB Invoice #9 for Southside Water and Wastewater – Phase II totaling \$6,750.00**

Mr. Armstrong stated this is for easement work and is reimbursable from Cherokee Nation.

Ms. Baker made a motion to approve HUB Invoice #9 totaling \$6,750.00 and Mr. Mutzig seconded.

Roll Call: AYE: Mr. Mutzig, Mr. Gish, Ms. Long, Ms. Baker NAY: None

**24. Discussion & Possible Action to approve HUB Invoice #6 for the Wastewater & Electrical Building Improvements totaling \$1,570.58**

Mr. Mutzig made a motion to approve HUB Invoice #6 totaling \$1,570.58 and Ms. Baker seconded.

Roll Call: AYE: Mr. Gish, Ms. Long, Ms. Baker, Mr. Mutzig NAY: None

**25. EXECUTIVE SESSION: As provided for in the Open Meetings Act Title 25, Section 307b.3 regarding discussion of the purchase of appraisal of real property Re: Vacant Land**

Mr. Mutzig made a motion to enter Executive Session and Ms. Long seconded.

Roll Call: AYE: Mr. Gish, Ms. Long, Ms. Baker, Mr. Mutzig

NAY: None

Executive Session began at 10:27 AM.

Ms. Long made a motion to return to Regular Session and Ms. Baker seconded.

Roll Call: AYE: Ms. Long, Ms. Baker, Mr. Mutzig, Mr. Gish

NAY: None

Executive Session ended at 10:42 AM.

## 26. Possible Action on Executive Session regarding vacant land

Ms. Baker made a motion to purchase Track 1 (the northerly 85' of Lot 3 and the northerly 85' of the easterly 70.6' of Lot 2, Block 102 in Tahlequah, OK vacant land the corner of Choctaw & Morris Ave.) for the amount of \$40,350.00 pending rezoning which does not exceed the appraised value obtained by the Commission and Mr. Mutzig seconded.

Roll Call: AYE: Ms. Baker, Mr. Mutzig, Mr. Gish, Ms. Long

NAY: None

## 27. General Manager's Report

- Mr. Doublehead congratulated employees on their years of service and welcomed new hires:

Employee	Department	DOH	Yrs
Eric Hickman	Electric	09/17/2001	23
Ted Kupsick	Electric	09/17/2001	23
Chris Foster	Office	09/03/2008	16
Beth Bailey	Office	09/30/2013	11
Tristan Walker	Office	09/13/2017	7
Christy Byfield	Office	09/18/2017	7
BC Smith	Warehouse	09/16/2019	5
Lucas Blackman	Tenkiller WTP	New Hire	
Patrick Krempin	Mapping	Rehire	

- 6-month progress meeting next week for the S. Muskogee Ave. Street Project
- Attended OML Conference last week with Ms. Kim Dorr and Ms. Lacy Creech.
- Artificial Intelligence (AI) growth and how it will drive our industry is on topic at the State Capitol
- MESO Public Power Conference Planning Session is next week in Edmond
- Finally, the News on 6 interview of Ms. Cindy Land was shown.

## 28. Attorney's Report

- No report.

## 29. New Business, if any, which has arisen since the posting of the agenda and could not have been anticipated prior to the time of posting.



- No report.

ADJOURNMENT: Mr. Gish called for a motion to adjourn, so moved by Ms. Baker and second by Ms. Long.

Roll Call: AYE: Ms. Baker, Mr. Mutzig, Mr. Gish, Ms. Long

NAY: None

Meeting adjourned at 10:50 AM.

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Chairman