



TAHLEQUAH MUNICIPAL UTILITY BOARD

PO BOX 29 -TAHLEQUAH, OKLAHOMA 74465
(918) 456-2564

AGENDA

December 16, 2022

NOTICE OF REGULAR MEETING OF THE TAHLEQUAH MUNICIPAL UTILITY BOARD

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given the Municipal Utility Board will hold a Regular Meeting on Friday, December 16, 2022 at 9:00 a.m. The place and street address of the meeting will be the Board Room at 710 W. Choctaw Street Tahlequah, Oklahoma.

- I. Call meeting to order
- II. Salute to the American flag
- III. Absence of members, if any, to be approved
- IV. Consent Agenda: These items are placed on the Consent Agenda so that Board Members of Tahlequah Municipal Utility Board, by unanimous consent, can designate routine items to be approved by one motion. Any item proposed on the Consent Agenda not meeting with approval of all Board Members may be tabled until next Regular Board Meeting.
 1. Approve minutes of November 18, 2022 Regular Board Meeting
 2. Approve 2023 Holiday Schedule Amendment
- V. Regular Agenda:
 1. General Manager's Report
 2. Attorney's Report
 3. 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
- VI. Adjourn

By: 
Michael Doublehead, General Manager



TAHLEQUAH PUBLIC WORKS AUTHORITY BOARD

PO BOX 29 - TAHLEQUAH, OKLAHOMA 74465
(918) 456-2564

AGENDA

December 16, 2022

NOTICE OF REGULAR MEETING OF THE TAHLEQUAH PUBLIC WORKS AUTHORITY BOARD

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given the Tahlequah Public Works Authority Board will hold a Regular Meeting on Friday, December 16, 2022 at 9:05 a.m. The place and street address of the meeting will be the Board Room at 710 W. Choctaw Street Tahlequah, Oklahoma.

- I. Call meeting to order.
- II. Absence of members, if any, to be approved.
- III. Consent Agenda: These items are placed on the Consent Agenda so that Board Members of Tahlequah Public Works Authority Board, by unanimous consent, can designate routine items to be approved by one motion. Any item proposed on the Consent Agenda not meeting with approval of all Board Members may be tabled until next Regular Board Meeting.
 1. Approve minutes of November 18, 2022 Regular Board Meeting
 2. Approve Regular Claims
 3. Approve debit card expenditures
 4. Approve 2023 Holiday Schedule Amendment
- IV. Regular Agenda:
 1. Introduction of guests
 2. Discussion & Possible Action to approve Financial Report for November 2022
 3. Discussion & Possible Action to approve the Memorandum of Agreement (MOA) between the City of Tahlequah Oklahoma and the Tahlequah Public Works Authority regarding the transfer of funds for the water line improvements on Muskogee Avenue
 4. Discussion & Possible Action to accept the Fiscal Year 2022 Audit Report from the office of Robert St. Pierre, C.P.A., P.C.
 5. Discussion & Possible Action to approve Accounting Consultation Agreement with J.D. Carey, CPA
 6. Discussion & Possible Action to approve Depreciation Schedule per the auditor's recommendations
 7. Discussion & Possible Action to adopt a revised sewer rate policy RE: Sewer Averaging
 8. Engineers Report
 9. Discussion & Possible Action to approve the payment of HCCCO, LLC.'s Payment Application No. 22 for the Wastewater Treatment Plant Rehabilitation, Project Number ORF-19-0014-CW in the amount of \$95,000.00
 10. Discussion & Possible Action to approve Disbursement Request #25 from CWSRF for Reimbursement of Expenses for Wastewater Treatment Plant Construction, Engineering, and Testing – Completion Contract (Holloway, Updike, & Bellen, Inc.) totaling \$103,640.00

11. Discussion and Possible Action to approve Cook Consulting, LLC. Pay Application #2 for Southside Sewer System Improvement totaling \$145,473.50
12. Discussion & Possible Action to approve the payment of Invoice #15 to HUB for Engineering Services for Southside Water and Wastewater System Improvements RE: Indian Meadows totaling \$3,000.00
13. Discussion & Possible Action to approve the payment of HCCCO, LLC.'s Payment Application No. 23 for the Wastewater Treatment Plant Rehabilitation, Project Number ORF-19-0014-CW in the amount of \$84,295.54
14. Discussion & Possible Action to approve the payment of Invoice #42 to HUB for Engineering Services for Wastewater Treatment Plant Improvements in the amount of \$8,740.00
15. Discussion & Possible Action to approve the payment of Quality Testing Invoice No. QT2486 in the amount of \$273.00
16. Discussion & Possible Action to approve Disbursement Request #26 from CWSRF for Reimbursement of Expenses for Wastewater Treatment Plant Construction, Engineering, and Testing – Completion Contract (Holloway, Updike, & Bellen, Inc.) totaling \$93,308.54
17. General Manager's Report
18. Attorney's Report
19. 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

V. Adjourn

By: 
Michael Doublehead, General Manager