

JUNE 15, 2009

The **REGULAR** meeting of the **CHICKASHA MUNICIPAL AUTHORITY** was held in the council chambers in city hall on the 15th day of June, 2009 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. The Chairman called the meeting to order at 6:08 p.m.

ITEM 1. **Call to Order / Roll Call.**

CHAIRMAN AND TRUSTEES

PRESENT: Gregory Elliott, Chairman
 J.E. Epperson, II
 Paul Powel
 Phylis Steelman
 Hank Ross
 Coby Morris
 James Dorn
 Howard Carpenter

STAFF

Larry Shelton, Manager
Tom Frailey, Attorney
Gina Snedeker, Secretary
Lynn Williams, Police Chief
Steve Chapman, Special Projects Director
Catharine Cook, Library Director

ABSENT: Joseph Young, Trustee

ITEM 2. **Consent Docket: Items 2a through 2b.**

ITEM 2a. **Approve minutes June 1, 2009, regular meeting.**

ITEM 2b. **Approve the Purchase Order List ratifying special utility payments made on June 5, 2009 in the amount of \$4,560.62, and approve the Purchase Order list in the amount of \$381,277.93.**

6:08 p.m.

Motion by Epperson, second by Morris to approve Consent Docket: Item 2a through 2b.
Roll call vote:

“Ayes:”	Powell, Steelman, Ross, Elliott, Morris, Dorn, Carpenter and Epperson
“Nayes:”	None
Motion carried.	8-0

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

There was no action taken on Item 3.

ITEM 4. **Consideration and Discussion Items:**

ITEM 4a. **Consideration and discussion on Bank Depository Agreement**

On May 1, 2001, Chairman and Trustees approved the drafting of a formal Agreement between the financial institutions and the Chickasha Municipal Authority, which would protect the Authority’s deposits.

No changes have been made to the Agreement in the past year. An Agreement has been prepared for each financial institution.

Motion by Morris, second by Epperson to approve Bank Depository Agreement.
Roll call vote:

“Ayes:”	Steeleman, Ross, Elliott, Morris, Dorn, Carpenter, Epperson and Powell
“Nayes:”	None
Motion carried.	8-0

ITEM 4b. **Consider entering into a Contract with CDM for Water Study.**

Staff is requesting authorization to enter into an agreement with CDM to research the possibility of purchasing raw water from the City of Lawton, conducting an analysis of size of pipe, cost of water treatment, facility treatment costs, facility treatment capability, and water quality analysis, etc.

Motion by Morris, second by Epperson to enter into a Contract with CDM for Water Study.

Trustee Carpenter reported that he would like to see this item back on a work session for more discussion with a full council being present. He said the committee has a meeting in a few days and would like to see this item tabled until after that meeting.

Motion by Carpenter, second by Morris to **Table** ITEM 4b.

6:08 p.m.

Roll call vote:

“Ayes:” Ross, Elliott, Morris, Dorn, Carpenter, Epperson, Powell and Steelman
“Nayes:” None
Motion carried. 8-0

(Motion for the TABLE kills the 1st Motion and 1st Second)

ITEM 5. **Bid Openings and Awards:**

ITEM 5a. **Award Bid No. 2009-027 – Commonly Used Items**

Staff solicited bids for the re-bid of the Commonly Used Items – Item # 1, Item # 1A and Item # 3, which were open at 10:00 a.m. on Friday June 12, 2009.

Staff recommends awarding to the low vendor as reflected in **bold** on the bid tab which is located in the Purchasing Department at City Hall for your review and information.

Motion by Morris, second by Epperson to Award Bid No. 2009-027 – Commonly Used Items.

Roll call vote:

“Ayes:” Elliott, Morris, Dorn, Carpenter, Epperson, Powell, Steelman and Ross
“Nayes:” None
Motion carried. 8-0

ITEM 5b. **Award Bid No. 2009-028 – Water Line Utility Materials**

Staff opened bids for the purchase of Water Line Utility Materials on Monday May 18, 2009 for Bid No. 2009-028.

The bids were submitted to William Clift, Water Supervisor, for his review and recommendation. Staff reviewed the bids submitted and recommends that all vendors, who meet specifications, be awarded the bid, with the vendor submitting the lowest bid receiving first priority with the exception of E7 to E11. Items E7 to E11 are to be awarded to the vendors who bid the Romac Couplers.

The Water Line Utility Materials Award CD &/or hard copy are available in the Purchasing Department at City Hall for your review and information

Motion by Carpenter, second by Epperson to Award Bid No. 2009-028 – Water Line Utility Materials.

Roll call vote:

6:08 p.m.

“Ayes:” Morris, Dorn, Carpenter, Epperson, Powell, Steelman, Ross and Elliott

“Nayes:” None

Motion carried. 8-0

ITEM 5c. Award Bid No. 2009-029 – Janitorial Service for the Public Works Facility

Bids were opened on May 18, 2009 for Janitorial Services for the Public Works Facility, Four bids were received.

Staff recommends awarding Bid No. 2009-029 – Janitorial Services to all vendors with the low vendor being the first award, with the remaining vendors as alternates. Staff is requesting authorization for the City Manager to monitor the janitorial service performance and terminate service, if necessary; and award to the next low vendor.

Item # 5 Public Works Facility (2 times per week)

Recommended Vendor	The Professionals	\$525.00
Alternate:	Honest to Goodness Clean Ser.	\$550.00
Alternate:	All Clean Services	\$674.00

Staff is requesting each vendor, who is awarded the bid, to provide a list of their employees. The vendors are also required to provide their certificate of insurance by July 1, 2009 when their services begin.

Motion by Carpenter, second by Dorn to Award Bid No. 2009-029 – Janitorial Service for Public Works.

Roll call vote:

“Ayes:” Dorn, Carpenter, Epperson, Powell, Steelman, Ross, Elliott and Morris

“Nayes:” None

Motion carried. 8-0

ITEM 6. Motion to Adjournment

Motion by Morris, second by Young to Adjourn Chickasha Municipal Authority Meeting.

Roll call vote:

“Ayes:” Carpenter, Epperson, Powell, Steelman, Ross, Elliott, Morris and Dorn

“Nayes:” None

Motion carried. 8-0

The meeting adjourned at 6:17 p.m.

Chickasha Municipal Authority Meeting 06/15/2009
6:08 p.m.

Gregory Elliott, Chairman

ATTEST:

Gina L. Snedeker, Secretary

(SEAL)

Approved this _____ day of _____, 2009