

THE MIAMI SPECIAL UTILITY AUTHORITY (MSUA) MET IN REGULAR SESSION MAY 02, 2022, IN THE MIAMI CIVIC CENTER COUNCIL CHAMBERS AT 6:00 PM WITH THE FOLLOWING MEMBERS PRESENT:

Bless Parker, Chairman  
Kevin Dunkel, Trustee  
Dwain Sundberg, Trustee  
David Davis, Trustee  
Brian Estep, Trustee

Bo Reese, City Manager  
Ben Loring, Trust Attorney  
Melissa Moore, City Clerk

The agenda for the meeting was displayed in the main lobby of the Miami Civic Center and by posting on [www.miamiokla.net](http://www.miamiokla.net) starting at 12:20PM on April 29, 2022, pursuant to 25 O.S §311(9) (a) and (b).

**THE TRUST MAY TAKE ANY OF THE FOLLOWING ACTIONS: DISCUSS, CONSIDER AND VOTE FOR APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ANY ITEM LISTED IN THIS AGENDA:**

**1. Call to Order**

Chairman Parker called the meeting to order at 6:00PM.

**2. Invocation**

Invocation by Retired Pastor of First Christian Church, Leon Weece.

**3. Pledge of Allegiance**

Trustee Davis led the Pledge of Allegiance.

**4. Public Input and Unscheduled Personal Appearances**

None.

**5. \*Action Item\* CONSENT AGENDA By unanimous consent the public body may designate noncontroversial items to be considered in one motion and one vote. The public body may add items from the regular agenda and approve. Posted agenda items not added to the consent docket will be considered separately in their regular order. Staff recommends that Item 6 through Item 7 be placed on the consent agenda.**

Trustee Davis moved to transfer Item #6 (*Claims*) through Item #7 (*Minutes: April 18, 2022 (Regular)*) to the consent agenda and approve as presented. The motion was seconded by Trustee Estep. The Trust was polled with the following results:

Davis, Aye                      Estep, Aye                      Dunkel, Aye                      Sundberg, Aye                      Parker, Aye

Chairman Parker declared the motion carried.

**6. \*Action Item\* Claims**

Moved to consent agenda.

**7. \*Action Item\* Minutes: April 18, 2022 (Regular)**

Moved to consent agenda.

**8. Presentation of Broad Band Feasibility Study by Uptown Services, LLC**

Dave Stockton presented the results from the feasibility study that was completed by Uptown Services, LLC. Stockton presented the possible residential internet pricing and terms. Neil Shaw explained the distribution network building blocks for when a customer signs up for the service. There is federal funding available for families with low income to apply for financial assistance. Shaw explained that the fiber would be built up to the curb and would not be built to the house until the customer signs up for the service. The total cost per passing would be three thousand nine

hundred ninety dollars (\$3,990.00). Stockton explained the two different structures of owning and operating and having an operating partner while retaining ownership. Stockton provided information of the roles of the partnership. The funding model options provided included both with and without grant funding. The model also included both the owning and operating, and the owning and operating with operating partner. Stockton emphasized the importance of only using the initial funding and adding secondary funding. The typical payback goal is less than twenty (20) years. Stockton explained that Miami should plan that they would not be eligible for the federal BEAD funding. Stockton stated that with or without grant funding the project would be feasible. The funding recommendation is a long term bond of nine point six million (\$9.6M) including four hundred thousand dollars contingency funds (\$400K) and a working capital loan of one point four million (\$1.4M) including two hundred thousand dollars contingency funds (\$200K). The next steps would be to conduct a quantitative resident market research, monitor state broadband office guidelines for BEAD grant eligibility and prepare grant application package, possibly initiate negotiations with Northeast Electric Company on operating partner financial terms, and initiate discussions with financial advisor and/or bond counsel to confirm bonding capacity and terms.

No action taken.

**9. \*Action Item\* Agreement With Miami Tribe of Oklahoma for Utility Prepayment**

Bo Reese explained that this is an agreement with the Miami Tribe of Oklahoma to prepay their utility accounts in the amount of one million seven hundred thousand dollars (\$1.7M) which will be used to pay GRDA for winter storm Uri utility costs. The City will repay the advanced payment to the Tribe without interest by crediting the accounts listed in the agreement. Tyler Cline explained that without this advanced payment there would be street and capital improvement project delays. Chairman Parker thanked the Miami Tribe.

Trustee Davis moved to approve the agreement with the Miami Tribe of Oklahoma for utility prepayment. The motion was seconded by Trustee Dunkel. The Trust was polled with the following results:

Davis, Aye                      Dunkel, Aye                      Estep, Aye                      Sundberg, Aye                      Parker, Aye

Chairman Parker declared the motion carried.

**10. \*Action Item\* Crawford & Associates Engagement Letter for Accounting Services in FY 2022 – 2023**

Jill Fitzgibbon explained that Crawford & Associates has been used for the last eleven years (11 yrs.). Crawford & Associates prepare financial statements for the preparation of the audit and provide consulting.

Trustee Davis moved to approve the Crawford & Associates engagement letter for accounting services in FY 2022-2023. The motion was seconded by Trustee Sundberg. The Trust was polled with the following results:

Davis, Aye                      Sundberg, Aye                      Dunkel, Aye                      Estep, Aye                      Parker, Aye

Chairman Parker declared the motion carried.

**11. \*Action Item\* Annual Welch State Bank Contract to Process Utility Payments for the City of Miami**

Jill Fitzgibbon explained that the contracts with Welch State Bank and First National Bank provide the customers with four (4) drive thru' s, the ability to pay on Saturdays, and use their credit/debit cards without a charge. Both banks have provided this service for seven years (7 yrs.).

Chairman Parker moved to approve the annual Welch State Bank contract to process utility payments for the City of Miami. The motion was seconded by Trustee Estep. The Trust was polled with the following results:

Parker, Aye                      Estep, Aye                      Dunkel, Aye                      Davis, Aye                      Sundberg, Aye

Chairman Parker declared the motion carried.

**12. \*Action Item\* Annual First National Bank Contract to Process Utility Payments for the City of Miami**

Trustee Estep moved to approve the annual First National Bank contract to process utility payments for the City of Miami. The motion was seconded by Trustee Dunkel. The Trust was polled with the following results:

Estep, Aye                      Dunkel, Aye                      Davis, Aye                      Sundberg, Aye                      Parker, Aye

Chairman Parker declared the motion carried.

**13. \*Potential Action Item\* Senior Management Group Request To Waive Sewer and Late Fee Charges Due to Sprinkler System Failure**

Callie Hilburn explained that the Senior Management Group had a failure in the sprinkler system which caused a leak. The water from the leak did not go into the sanitary sewer system. The ordinance allows for a customer to request a fifty percent (50%) adjustment on their water and sewer charge one (1) time per location. Customer Service made the adjustment. The request is to waive the remaining sewer charge of three thousand one hundred forty-seven dollars and sixty-six cents (\$3,147.66) and the late fee of seven hundred thirty-seven dollars and eighty cents (\$737.80) in addition to the adjustment made previously.

Trustee Davis moved to approve waiving the sewer and late charge. The motion was seconded by Trustee Estep. The Trust was polled with the following results:

Davis, Aye                      Estep, Aye                      Dunkel, Nay                      Sundberg, Nay                      Parker, Aye

Chairman Parker declared the motion carried.

**14. \*Potential Action Item\* Max Martin Request to Waive Water, Sewer, and Late Fee Charges Due to City Contractor Issue**

Callie Hilburn explained that the request is to waive the water, sewer and late fee charges due to the city contractor working on a main line directly above the residence which may have contributed to the leaks. At this time no adjustments have been made to this account. The total adjustment would be two thousand one hundred thirty-six dollars and eighty-one cents (\$2,136.81). The water from the leak did not go into the sanitary sewer system.

Chairman Parker moved to approve waiving the water, sewer, and late fee charges. The motion was seconded by Trustee Estep. The Trust was polled with the following results:

Parker, Aye                      Estep, Aye                      Dunkel, Aye                      Davis, Aye                      Sundberg, Aye

Chairman Parker declared the motion carried.

**15. \*Potential Action Item\* Other 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 (25 O.S. § 311(9))**

None.

**16. Trustee Community Announcements**

None.

**17. Adjournment**

Trustee Dunkel moved to adjourn the meeting. The motion was seconded by Trustee Estep. The Trust was polled with the following results:

Dunkel, Aye                      Estep, Aye                      Davis, Aye                      Sundberg, Aye                      Parker, Aye

Chairman Parker declared the meeting adjourned at 6:50PM.


  
Trustee Davis

  
Trustee Sundberg

  
Trustee Estep

  
Trustee Parker, Chairman

  
Trustee Dunkel

ATTEST:   
Melissa Moore, City Clerk



**MSUA PURCHASE ORDERS PRESENTED**

Monday, May 2, 2022

VENDOR	DESCRIPTION		
<b>INVENTORY</b>			
ANIXTER	SCHEDULE 40 PVC CONDUIT (PO#01140)	\$	4,547.50
ANIXTER	POLE WRAP (22-00902)	\$	1,236.00
BORDER STATES	BRACKET CUTOUT/ARRESTER (PO#22-01296)	\$	683.24
BORDER STATES	15KV INSULATOR (PO#22-01403)	\$	1,874.40
BORDER STATES	CUTOUT & FUSE (PO#22-01025)	\$	2,815.20
BORDER STATES	ELECTRIC INVENTORY (PO#22-01217)	\$	3,756.23
BORDER STATES	ELECTRIC INVENTORY (PO#22-01468)	\$	9,306.90
BRENNTAG	CHLORINE GAS CYLINDER (PO#22-01281)	\$	1,578.00
FASTENAL	METAL HOLE SAW	\$	341.60
GENERAL MACHINERY	INSTANT COLD PACK	\$	51.12
HUGOS	RESPIRATOR, BATTERIES, PRIMER,ALCOHOL (PO#22-01387)	\$	1,384.76
STUART IRBY	CUTOUT & FUSE (PO#22-01025)	\$	1,656.00
UTILITY SUPPLY	WATER INVENTORY (PO#22-01208)	\$	1,208.64
		\$	<b>30,439.59</b>
<b>CUSTOMER SERVICE</b>			
PAYMENTUS	RETURN CHECK FEES	\$	89.55
SHI INTERNATIONAL	PROFESSIONAL LICENSE	\$	404.12
		\$	<b>493.67</b>
<b>ADMINISTRATIVE SERVICES</b>			
QUADIENT	POSTAGE FUNDING	\$	285.00
		\$	<b>285.00</b>
<b>METERING</b>			
B&B AUTO SUPPLY	OIL FILTER/OIL	\$	65.76
FUELMAN	FUEL USAGE 4.8-4.11.22	\$	235.93
		\$	<b>301.69</b>
<b>IT</b>			
CONVERGEONE	ROUTER & VPN (PO#22-01422)	\$	612.50
CONVERGEONE	NONTEX LICENSE RENEWAL (PO#22-00366)	\$	9,975.00
SHI INTERNATIONAL	SURFACE PRO COVER	\$	125.70
SHI INTERNATIONAL	SERVICE PLAN	\$	228.58
SPARKLIGHT	INTERNET	\$	17.19
SPARKLIGHT	INTERNET	\$	625.00
TYLER TECHNOLOGIES	UTILITY BILLING NOTIFICATIONS	\$	372.90
UNITAS GLOBAL	CLOUD BACKUP FEES (PO#22-01397)	\$	2,671.13
		\$	<b>14,628.00</b>

**ELECTRIC**

ACE HARDWARE	HITCHPINS	\$	10.18
B&B AUTO SUPPLY	BOOSTER	\$	55.88
B&B AUTO SUPPLY	LIFT SUPPORT	\$	39.00
FUELMAN	FUEL USAGE 4.8-4.11.22	\$	1,026.76
HALL ESTILL	PROFESSIONAL SERVICES	\$	166.00
HALL ESTILL	PROFESSIONAL SERVICES (PO#22-01423)	\$	9,097.65
HALL ESTILL	PROFESSIONAL SERVICES (PO#22-01424)	\$	2,686.40
MIDSYAYE TRAFFIC CONTROL	JUNCTION BOX (PO#22-01428)	\$	740.00
NORTHWEST TRANSFORMER	REWIND TRANSFORMERS (PO#22-01426)	\$	5,855.00
NORTHWEST TRANSFORMER	RECONDITION TRANSFORMERS (PO#22-01427)	\$	6,561.00
PREMIER TRUCK GROUP	REPAIRS UNIT #219 (PO#22-01417)	\$	816.37
		\$	<b>27,054.24</b>

**ROW**

BACCO TREE SERVICE	LINE CLEARING (PO#22-01461)	\$	5,415.60
BACCO TREE SERVICE	LINE CLEARING (PO#22-01449)	\$	3,323.90
BACCO TREE SERVICE	LINE CLEARING (PO#22-01445)	\$	5,415.60
FUELMAN	FUEL USAGE 4.8-4.11.22	\$	491.07
GLOBAL RENTAL	DIGGER DERRIC RENTAL (PO#22-01379)	\$	9,500.00
GLOBAL RENTAL	AERIAL DEVICE RENTAL (PO#22-01425)	\$	5,125.00
		\$	<b>29,271.17</b>

**WATER PRODUCTION**

B&L WATERWORKS	WATER TEST GAUGE	\$	15.55
KARNES PRO TIRE	MOUNT 2 NEW TIRES UNIT#123	\$	314.92
		\$	<b>330.47</b>

**WATER DISTRIBUTION**

B&B AUTO SUPPLY	FUSE ASSORTMENT	\$	5.15
B&L WATERWORKS	FORD PIPE RESTRAINT	\$	70.62
B&L WATERWORKS	CIRCLE CLAMP	\$	71.56
B&L WATERWORKS	90 DEGREE ELBOW	\$	176.00
B&L WATERWORKS	FORD PIPE RESTRAINT	\$	110.42
FUELMAN	FUEL USAGE 4.8-4.11.22	\$	951.44
HALL ESTILL	PROFESSIONAL SERVICES	\$	474.00
NEO CONCRETE	4TH & C NW PROJECT	\$	250.00
POLY PRO	REPAIR TO ROLLING (PO#22-01415)	\$	2,371.28
UTILITY SUPPLY	500 COUNT DRILL	\$	340.00
		\$	<b>4,820.47</b>

**POLLUTION CONTROL**

FUELMAN	FUEL USAGE 4.4-4.11.22	\$	37.41
GRANICUS	LIVESTREAM SOFTWARE (PO#22-01452)	\$	6,126.15
HAWKINS	SLUDGE PRESS POLYMER (PO#22-01370)	\$	1,843.38
KATNER MILLS	HYDRAULIC FILTER, OIL FILTER & OIL	\$	101.89
TEAM VIEWER	PAC LICENSE (PO#22-01477)	\$	898.00
TY'S PROFAB	WELD STAINLESS STEEL TUBES (PO#22-01436)	\$	935.00
		\$	<b>9,941.83</b>

**WASTEWATER COLLECTION**

CIRCLE B UNDERGROUND	SEWER IMPROVEMENTS	\$	686,208.69
		\$	<b>686,208.69</b>

**SOLID WASTE**

AIRE MASTER	DEODORIZER SERVICES	\$	36.28
ALERT 360	MONITORING SERVICES	\$	30.00
FUELMAN	FUEL USAGE 4.4-4.11.22	\$	3,548.00
GFL ENVIRONMENTAL	MARCH TIPPING FEES (PO#22-01404)	\$	79.00
HK ELECTRIC	AIR COMPRESSOR REPAIR	\$	85.00
SOUTHERN TIRE MART	LOADER TIRES UNIT# 5238 (PO#22-01353)	\$	2,400.00
		\$	<b>6,178.28</b>

**COMMUNITY DEVELOPMENT**

ADMIRAL EXPRESS	MARKERS	\$	13.90
FUELMAN	FUEL USAGE 4.4-4.11.22	\$	50.45
		\$	<b>64.35</b>
<b>STORMWATER</b>			
ACE HARWARE	BLOWER BACKPACK	\$	379.99
		\$	<b>379.99</b>
BANK OF OKLAHOMA	BOND TRUSTEE FEES	\$	500.00
	UTILITY FINAL REFUNDS	\$	1,913.69
	SALARIES & BENEFITS APRIL 21, 2022	\$	172,749.02
	<b>TOTAL MSUA CLAIMS</b>	\$	<b>985,560.15</b>