

Minutes

THE BOARD OF TRUSTEES OF THE TUTTLE PUBLIC WORKS AUTHORITY MET IN REGULAR SESSION ON **MARCH 9, 2020 AT 7:00 P.M.** IN THE TUTTLE CITY HALL BUILDING LOCATED AT 221 W. MAIN STREET

MEMBERS PRESENT: SCOTT DICKSON, AUSTIN HUGHES, MARY SMITH AND AARON MCLEROY

MEMBERS ABSENT: TODD LITTLETON

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, AARON SLATTERY, BRUCE ANTHONY, LAURIE KOELSCH, BRYAN BALENSEIFEN, MATT MEARS, KAYLEY GORDON, BIANCA VALINCIA AND SEAN FAIRBAIRN

OTHERS PRESENT: LESLIE WALKER, BEN OGLESBY, ALLEN BROOKS AND OTHERS WHO DID NOT SIGN IN

CALL TO ORDER Mayor McLeroy called the meeting to order at 10:07 p.m.

ORDER OF BUSINESS

1. Discussion and questions regarding items on the consent docket

Ben Oglesby- Municipal Finance talked about ½ penny sales tax (Item 2C) this authorizes to distribute bids to bank and will be considered at April 13, 2020 meeting. The collateral is ½ cent sales tax and 1 cent street and alley fund – 10 year note is currently 1.90% or lower.

McLeroy asked what type of note, and will we use all it produces to pay on note. Oglesby stated semi-annual to note holder, and City makes monthly payment to trustee.

McLeroy asked why required to use a trustee. Oglesby stated hold funds to requisition as many times as possible, it is security to note holder. Allen Brooks explained a 3rd Party/Trustee will pay borrower, lowest price cost for money. Oglesby stated trustee fee is \$2,000 and this acceptance fee plan is with larger banks as well.

Item 2d - This is refinance, matures 2028 with 3.19% rate - Refinance at 1.55% and save \$100,000 over 8 years, add \$200,00 for sewer line work, why not send both to lenders. McLeroy asked is \$200,000 enough? Young stated yes but won't know until work is bid. Young stated there is another \$1 million financed in WWTP for sewer project and \$2-2.5 million for water projects. Oglesby stated it's a good market to borrow. Young stated will work on numbers with Oglesby.

Slattery asked about Item 2g TPWA Resolution 2020-03. Perryman stated adopting with consent docket is acceptable.

2. CONSENT DOCKET

(This item is placed on the agenda so that the Board of trustees, by unanimous consent, can designate routine items and those items requiring minimum discussion to be approved or acknowledged in one motion. If any item does not meet with approval of all Board members, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for TPWA meeting February 10, 2020
- b. ACKNOWLEDGMENT receipt of payroll and claims for February 2020
- c. APPROVAL **TPWA RESOLUTION 2020-01** OF THE TUTTLE PUBLIC WORKS AUTHORITY (THE "AUTHORITY") AUTHORIZING THE AUTHORITY'S FINANCIAL ADVISOR TO DISTRIBUTE INFORMATION PACKAGES TO PROSPECTIVE FINANCIAL INSTITUTIONS IN CONNECTION WITH THE PROPOSED ISSUANCE OF THE AUTHORITY'S SALES TAX REVENUE NOTE, SERIES 2020 TO FINANCE CERTAIN STREET IMPROVEMENTS, ALONG WITH RELATED COSTS; AND CONTAINING OTHER PROVISIONS RELATING THERETO.
- d. APPROVAL **TPWA RESOLUTION 2020-02** OF THE TUTTLE PUBLIC WORKS AUTHORITY (THE "AUTHORITY") AUTHORIZING THE EXECUTION OF PROFESSIONAL SERVICES AGREEMENTS PERTAINING TO THE REFINANCING CERTAIN INDEBTEDNESS OF THE AUTHORITY; AUTHORIZING THE AUTHORITY'S FINANCIAL ADVISOR TO DISTRIBUTE INFORMATION PACKAGES TO PROSPECTIVE FINANCIAL INSTITUTIONS IN CONNECTION WITH THE REFERENCED FINANCING; AND CONTAINING OTHER PROVISIONS RELATING THERETO.
- e. APPROVAL agreement with Cowan Group Engineering to engineer a new sanitary sewer line to serve the north side of E SH-37 from N Mustang Rd to approximately 0.25 miles east, including a possible lift station and forced main
- f. APPROVAL agreement with Cowan Group Engineering to engineer a new sanitary sewer line running from the new Jaden Court subdivision to the new Warm Springs subdivision
- g. APPROVAL **TPWA Resolution 2020-03** adjusting sanitary sewer Tap and other connection fees
- h. APPROVAL **Budget Amendment 2019-06**

Motion was made by Smith, seconded by Dickson to approve Consent Docket items 2a-h striking f. Motion carries as follows:

Aye: Dickson, Hughes, Smith and McLeroy
Nay: None

3. CONSIDERATION of Items Removed from Consent Docket

Strike

Motion was made by Smith, seconded by Dickson to recess the Tuttle Public Works Authority meeting at 10:36 p.m. and begin Tuttle Development Authority Meeting.

Motion carried as follows:

Aye: Dickson, Hughes, Smith and McLeroy
Nay: None

Motion was made by Smith, seconded by Dickson to reconvene the Tuttle Public Works Authority meeting at 10:40 p.m., take a five-minute break and enter Executive Session.

Motion carried as follows:

Aye: Dickson, Hughes, Smith and McLeroy
Nay: None

Motion was made by Smith, seconded by Dickson to recess the Tuttle Public Works Authority meeting at 10:45 p.m. and enter Executive Session.

Motion carried as follows:

Aye: Dickson, Hughes, Smith and McLeroy

Nay: None

Motion was made by Smith, seconded by Hughes to reconvene the Tuttle Public Works Authority meeting at 10:52 p.m.

Motion carried as follows:

Aye: Dickson, Hughes, Smith and McLeroy

Nay: None

Perryman announced for the record that only items on the agenda were discussed in Executive Session and no action was taken in Executive Session.

4. EXECUTIVE SESSIONS

(Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. Any formal action will occur in regular session)

a. **CONSIDERATION regarding the purchase/acquisition of real estate.** (Proposed Executive Session pursuant to 25 O.S. Section 307(B)(3) to discuss and negotiate the possible purchase of real estate. The Governing Body shall make a determination as to its intent to enter into executive session in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.)

1. **CONSIDERATION** action related to Executive Session Item 4a

2. **CONSIDERATION** approval of purchase and sale agreement of real estate for proposed Waste-Water Treatment Plant

Motion was made by Smith, seconded by Dickson to approve purchase and sale agreement of real estate for proposed Waste-Water Treatment Plant with blanket easement for oil and gas pipeline to be withdrawn and easement put in as built as part of the contract for purchase.

Motion carried as follows:

Aye: Dickson, Hughes, Smith and McLeroy

Nay: None

NEW BUSINESS

Dickson stated to plan for groundbreaking. Fairbairn mentioned getting environment cleared.

McLeroy mentioned mowers, Slattery stated keep for 1-2 years is the plan. McLeroy asked about spraying right-of-ways for weeds, Slattery replied that if they spray on state highway they could damage wheat pastures.

ANNOUNCEMENTS

ADJOURNMENT

Motion was made by McLeroy, seconded by Smith to adjourn the Tuttle Public Works Authority meeting at 10:58 p.m. Motion carried as follows:

Aye: Dickson, Hughes, Smith and McLeroy

Nay: None

Attest:

TPWA Secretary, Wendy Marble

Chairman, Aaron McLeroy