

MINUTES
SAND SPRINGS/SAPULPA JOINT BOARD
Meeting of April 19, 2016

The Sand Springs/Sapulpa Joint Board met in regular session Tuesday, April 19, 2016, at 5:00 o'clock P.M. in the Sapulpa City Hall Conference Room, First Floor, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Members Present: Elizabeth Gray, City of Sand Springs
John Fothergill, City of Sand Springs
Lou Martin, City of Sapulpa
Robert Petitt, City of Sapulpa

Others Present: Frank Weigle, City of Sand Springs
Rick Sauer, Tetra Tech
Shirley Burzio, City of Sapulpa

CONSIDER APPROVAL OF MINUTES FOR THE JANUARY 19, 2016, REGULAR JOINT BOARD MEETING:

Motion was made by John Fothergill, seconded by Robert Petitt, to approve the minutes for the January 19, 2016, regular joint board meeting.

ROLL CALL: AYE-Elizabeth Gray, John Fothergill, Lou Martin, Robert Petitt. NAY-None. Motion carried 4-0.

DISCUSS AND CONSIDER RECOMMENDATION TO RESPECTIVE MUNICIPAL TRUST AUTHORITIES AN AGREEMENT FOR ENGINEERING SERVICES WITH TETRA TECH FOR OPERATIONS AND MAINTENANCE OF THE JOINTLY OWNED SKIATOOK RAW WATER CONVEYANCE SYSTEM DURING FISCAL YEAR 2016-2017 IN THE TOTAL AMOUNT OF \$305,870.00:

Motion was made by Elizabeth Gray, seconded by Robert Petitt, to recommend to the respective trust authorities an agreement for engineering services with Tetra Tech for the operations and maintenance of the jointly owned Skiatook Raw Water Conveyance System during the fiscal year 2016-2017 in the amount of \$305,870.00.

ROLL CALL: AYE-Elizabeth Gray, John Fothergill, Lou Martin, Robert Petitt. NAY-None. Motion carried 4-0.

MINUTES
SAND SPRINGS/SAPULPA JOINT BOARD
Meeting of April 19, 2016

DISCUSS AND CONSIDER RECOMMENDATION AUTHORIZING STAFF TO ORDER AN UPGRADE OF THE SKIATOOK PUMP STATION'S TWENTY YEAR OLD PURPOSE BUILT SCADA VIEW COMPUTER. THE UPGRADE WILL INCLUDE A DELL OPTIPLEX 7040 COMPUTER, MONITOR, SPEAKER BAR, REQUIRED SOFTWARE, AND INCLUDE COMPUTER CONFIGURATION WITHIN THE CURRENT SCADA VIEW SYSTEM, SETUP, ONSITE INSTALLATION AND STARTUP BY THE CURRENT STATION OPERATIONAL SYSTEM DESIGNER FOR A TOTAL COST OF \$10,018.00:

Motion was made by John Fothergill, seconded by Robert Petitt, to authorize staff to order an upgrade of the Skiatook Pump Station's purpose build SCADAvue computer. Upgrade to include a Dell Optiplex 7040 computer, monitor, speaker bar, required software, and including computer configuration within the current SCADAvue system, setup, onsite installation and startup by the current station operational system designer for a total cost of \$10,018.00.

ROLL CALL: AYE-Elizabeth Gray, John Fothergill, Lou Martin, Robert Petitt. NAY-None. Motion carried 4-0.

DISCUSS AND CONSIDER RECOMMENDATION AUTHORIZING STAFF TO ORDER THE SUPPLY AND INSTALLATION OF A NEW 350 AMP, 480 VOLT SQUARE D MOLDED CASE BREAKER IN THE 480 VOLT SWITCH GEAR SYSTEM OF SRWCS PUMP NO. 201 FOR A TOTAL COST OF \$4,826.00:

Motion was made by Elizabeth Gray, seconded by John Fothergill, to authorize staff to order the supply and installation of a new 350 amp, 480 volt square D molded case breaker in the 480 volt switch gear system of SRWCS Pump No. 201 for a total cost of \$4,826.00.

ROLL CALL: AYE-Elizabeth Gray, John Fothergill, Lou Martin, Robert Petitt. NAY-None. Motion carried 4-0.

MINUTES
SAND SPRINGS/SAPULPA JOINT BOARD
Meeting of April 19, 2016

DISCUSS AND CONSIDER RECOMMENDATION AUTHORIZING STAFF TO ORDER THE SUPPLY AND INSTALLATION OF AN OIL SAMPLE PORT ON THE SRWCS PUMP STATION STEP-DOWN TRANSFORMER (4160 TO 480 VOLTS) FOR THE SYSTEM OPERATOR TO OBTAIN OIL SAMPLES ASSISTING WITH ASSESSMENT OF THE ON-GOING TRANSFORMER WINDING CONDITION FOR A TOTAL COST OF \$1,408.00:

Motion was made by John Fothergill, seconded by Robert Petitt, to authorize staff to order the supply and installation of an oil sample port on the SRWCS pump station step-down transformer (4160 to 480 volts) for the system operator to obtain oil samples assisting with assessment of the on-going transformer winding condition for a total cost of \$1,408.00.

ROLL CALL: AYE-Elizabeth Gray, John Fothergill, Lou Martin, Robert Petitt. NAY-None. Motion carried 4-0.

STAFF REPORTS:

The Skiatook Raw Water Conveyance System Status Report dated April 5, 2016, from Tetra Tech was presented for discussion only, no action was taken.

Frank Weigle updated the board on the SRWCS condition assessment from the March 2016 tri-annual system maintenance outage, and the April 2016 SRWCS right-of-way easement helicopter fly-over. There was no action taken by the board

ADJOURNMENT:

There being no further business to be considered, motion was made by John Fothergill, seconded by Robert Petitt, to adjourn the meeting.

ROLL CALL: AYE-Elizabeth Gray, John Fothergill, Lou Martin, Robert Petitt. NAY-None. Motion carried 4-0.