

**MINUTES OF THE PUBLIC WORKS AUTHORITY MEETING, AUGUST 17, 2010**

Minutes of the regular meeting of the Chairman and Trustees of the Clinton Public Works Authority of Clinton, Oklahoma, Custer County, held in the City Council Room, City Hall on Tuesday, August 17, 2010 at 5:30 P.M. A notice of this meeting with agenda was posted on the bulletin board in the lobby of Clinton City Hall on August 13, 2010.

Chairman Bryson called the meeting to order with the following present:

- CHAIRMAN:** Allen Bryson
- TRUSTEES:** Steve Jones, John Jordan, Terry Wheeler, Bob Marcy
- CITY MANAGER:** Grayson Bottom
- CITY CLERK:** Lisa Anders
- CITY TREASURER:** Debra Blanchard
- DEPUTY CLERK:** Rhonda Williams
- CITY ATTORNEY:** Ryan Meacham
- NEWS MEDIA:** Gerald Green and Mike Smith
- OTHERS:** Lyle Miller and others.

Ryan Meacham opened the meeting with prayer and Trustee Bob Marcy led the Pledge of Allegiance.

**AGENDA ITEM NO. 3: CONSENT AGENDA**

A. Minutes of the Regular Meeting of August 3, 2010

Moved by Trustee Wheeler and seconded by Trustee Marcy, that Consent Agenda Item No. 3 (a) be approved.

Chairman put the motion to a roll call vote:

Aye: Wheeler, Marcy, Jordan, Jones, Bryson  
Nay: None

Chairman declared the motion carried.

**AGENDA ITEM NO. 4. ACTION ITEMS**

**4A. ACKNOWLEDGE EXECUTION OF OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY LETTER REGARDING TRANSFER OF OPERATION OF PLANTS**

City Manager Grayson Bottom explained that the City of Clinton owns the Water Treatment Plant and the Wastewater Treatment Plant but the Clinton Public Works Authority manages the plants. The Department of Environmental Quality has requested clarification of this matter regarding the transfer of operation of the plants. Documentation was required by DEQ prior to this meeting, so action was taken to confirm this information and need the Authority to acknowledge the execution of the documents.

Motion was made by Trustee Marcy and seconded by Trustee Wheeler to acknowledge execution of the Oklahoma Department of Environmental Quality letter regarding transfer of operations of the Water and Wastewater Treatment Plants.

Chairman put the motion to a roll call vote:

Aye: Marcy, Wheeler, Jordan, Jones, Bryson

Nay: None

Chairman declared the motion carried.

#### **4B. CONSIDER LEASE AGREEMENT WITH SEVERN TRENT REGARDING VEHICLES**

City Manager Grayson Bottom explained that during the negotiations with Severn Trent regarding the leasing of the Water and Wastewater Treatment Plant, vehicles for both facilities were discussed. The lease agreement presented is for the leasing of two vehicles to Severn Trent for use at those facilities. The terms of the lease are the same as the previous agreement which will run through June 30, 2015. It was noted that the agreement presented only listed one vehicle so the second vehicle will need to be identified and a correction of the date from the 1015 year to 2015 should be noted.

Motion was made by Trustee Marcy and seconded by Trustee Jordan to approve the lease of vehicles to Severn Trent be approved subject to the changes to the contract regarding date and addition of the second vehicle.

Chairman put the motion to a roll call vote:

Aye: Marcy, Jordan, Jones, Wheeler, Bryson

Nay: None

Chairman declared the motion carried.

#### **4C. AFFIRM ACTION TAKEN TO TRANSFER CONTINGENCY RESERVE FUNDS TO PAYROLL ACCOUNTS TO DISCONTINUE FURLOUGH DAYS, REMOVE LONGEVITY PAY ADJUSTMENTS AND RESTORE SALARIES**

City Manager Grayson Bottom explained that the City has 90 days to close out encumbrances after the end of year on June 30<sup>th</sup>. He said during the budget preparation, staff implemented cost containments and hiring freezes. As a result of these actions, the cash forward was not reduced as much as originally expected. City Manager Bottom recommended discontinuing furlough days, removing longevity pay adjustments and restoring salaries. He said twelve furlough days had been budgeted for, six days has been scheduled and two days have been taken. He explained that funds were budgeted in a Contingency line item in each fund to cover these expenditures if this action were taken.

Trustee Marcy asked what would happen if later in the year this seems to get worse.

City Manager Bottom said following the transfer of funds from the Contingency line item, there is

still a balance that could be used if necessary.

Motion was made by Trustee Jones and seconded by Trustee Wheeler to affirm the action to transfer Contingency Reserve Fund to payroll accounts to discontinue Furlough days, remove longevity pay adjustment and restore salaries.

Chairman put the motion to a roll call vote:

Aye: Jones, Wheeler, Marcy, Jordan, Bryson

Nay: None

Chairman declared the motion carried.

**AGENDA ITEM NO .5: CITY MANAGER'S REPORT**

City Manager Grayson Bottom reported a waterline break at 1<sup>st</sup> and Hayes and near Homeland. He also reported that the Northeast Waterline Replacement project has approximately 40% of the meter hookups completed.

**AGENDA ITEM NO. 6: AUDIENCE PARTICIPATION**

None

**AGENDA ITEM NO. 7: ADJOURNMENT**

Moved by Trustee Jones and seconded by Trustee Marcy that the meeting adjourn.

Chairman put the motion to a roll call vote:

Aye: Jones, Marcy, Wheeler, Jordan, Bryson

Nay: None

Chairman declared the meeting adjourned at 5:50 pm.