

**MINUTES OF A SPECIAL MEETING OF CLINTON PUBLIC WORKS AUTHORITY
TUESDAY, NOVEMBER 22, 2011**

Minutes of a special meeting of the Chairman and Trustees of the Clinton Public Works Authority of the City of Clinton, Oklahoma, Custer County, held at the Frisco Center on Tuesday, November 22, 2011, 5:30 p.m. A notice of this meeting with agenda was posted on the bulletin board in the lobby of the Clinton City Hall on November 17, 2011.

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

Chairman: Allen Bryson
Trustee: Phyllis Smith, Don Rodolph, Steve Jones, Bob Marcy
City Manager: Steve Hewitt
City Clerk: Lisa Anders
City Treasurer: Debra Blanchard
Public Works Director: Arnold Adams
Media: Jarod Atha and Gerald Green
Others: Jason Hulin, Jose Torres, Rod Syer and Bob Smith

2. PRESENTATION BY HONEYWELL INTERNATIONAL TO PRESENT RESULTS OF UTILITY ASSESSMENT

City Manager Steve Hewitt explained that about a year before he came to Clinton, Honeywell International made a presentation to the Public Works Authority regarding utility assessments. He explained since that time new councilmembers and new staff members have come on board. He asked Honeywell to make a presentation regarding their findings and define the scope of work so that current members can have an understanding of the findings and be aware of the services offered.

Jose Torres of Honeywell presented the information originally presented in March of 2010. He explained the differences between Performance Contracting and Bid/Specifications. He also explained the City Acquisition Process for RFQ (Request for Qualifications) and negotiations.

Torres presented the original opportunities for the project to include, a municipal wireless network, building facility improvements such as lighting, HVAC, and water conservation, water/wastewater utility to include metering and energy savings, electric to include parking/street lights and traffic lights.

Torres discussed replacement of water meters and the guarantee to the meters for ten years and explained that the battery on the meters last ten years. He said after ten to fifteen years a new contract can be implemented to continue the metering program.

Chairman Bryson said the City currently has a policy to replacing 10% of the water meters each year.

City Manager Steve Hewitt said the City's Capital Plan in the Public Woks budget would need to provide for the replacement of meters but Honeywell guarantees the meters for fifteen years.

Mr. Torres continued with the presentation with information compiled since the March 2010 meeting. He said meters have been tested and surveys have been completed.

He stated the estimated cost of the project to be \$3,839,000 over a fifteen year period. He said the financial amount per year would be \$338,889 and the annual support would be \$36,000.00 for a total of \$374,889.00.

The improvements listed were:

- 1) Lighting- Building and Traffic
- 2) Energy Management System
 - a) HVAC units (thermostat with network interface)
 - b) Installation comfort Point Open Solutions
- 3) Wastewater Plant- aerators
 - a) Fine Bubble membrane Diffuser System
 - b) Install High Speed Turbo Blower
- 4) Building infiltration corrections for various city building
- 5) Water meters with automatic meters- replace 4,829 water meters

Trustee Rodolph asked how the savings amount had been determined.

Mr. Torres said that information would be included in a contract. He said the net positive financial savings at \$15,140 per year. The savings or cost reduction per year totaled \$390,029.00.

City Manager Steve Hewitt said he really likes the meter reading project but he said he needs more details before he could make a recommendation to the Authority. He said some things are not included in the project. He said the HVAC commissioning is not included so staff will need to consider this.

Jason Hulin asked about the software used for the project.

Mr. Torres said the existing Incode Software System would be utilized and support service is included in the quoted cost.

City Manager Steve Hewitt said he wanted everyone informed of the proposed project before a recommendation is made.

3. REQUEST AUTHORIZATION TO GO TO BID ON A BULL DOZER

City Manager Steve Hewitt said the addendum for authorization to go to bid on a bull dozer was added in an attempt to move quicker on obtaining the necessary heavy equipment needed at Lake Clinton. He said he hoped to have bid ready for consideration at the December 6th meeting along with a financial plan.

Motion was made by Trustee Rodolph and seconded by Trustee Marcy to authorize staff to go to bid for a bull dozer.

Chairman put the motion to a roll call vote:

Aye: Rodolph, Marcy, Smith, Jones, Bryson

Nay: None

Chairman declared the motion carried.

City Manager Steve Hewitt said he would be out of the office November 28, 29 and 30th. He will be back in the office on December 1st.

ADJOURN

Motion was made by Trustee Marcy and seconded by Trustee Smith to adjourn the meeting.

Chairman put the motion to a roll call vote:

Aye: Marcy, Smith, Jones, Rodolph, Bryson

Nay: None

Chairman declared the meeting adjourned at 7:05 p.m.