

**Minutes of the Regular Session
Medicine Park Board of Trustees
Public Works Authority
April 16, 2019**

After being posted in accordance with the "Oklahoma Open Meetings Act" the **Regular Session** of the **Medicine Park Board of Trustees of the Public Works Authority** was called to order at **6:00 p.m.** by Jennifer Ellis, Mayor.

Members Present: David Schucker, Larry Cofer, Dale Nomura, Jennifer Ellis.

Members Absent: John Branch

Citizen Comments-Sabine Ruesga #8

1. **Discuss and Take Action on Minutes of the March 19, 2019 Regular Session.** Motion by Cofer to approve the minutes. Second by Schucker.
Schucker YES Cofer YES Branch ABSENT Nomura YES Ellis YES **Motion carried.**
2. **Discuss and Take Action to Approve Financial Reports.** Motion by Nomura to accept the financials. Second by Schucker.
Schucker YES Cofer YES Branch ABSENT Nomura YES Ellis YES **Motion carried.**
3. **Discuss and Take Action to Approve Claims and Purchase Orders for March 2019/April 2019.** Motion by Nomura to approve claims and purchase orders.
Schucker YES Cofer YES Branch ABSENT Nomura YES Ellis YES **Motion carried.**
4. **Receive MCSA Report from Jennifer Ellis; take any necessary action.** Ellis reported the bills were paid.
5. **Receive PWA monthly report from PWA Clerk; take any necessary action.** Ellis requested the Clerk stated the information attached that provided to consider new digital meters. New meters could capture all water and reduce water loss numbers. See report.
6. **Receive PWA monthly report from PWA Supervisor; take any necessary action.** Cameraing with Luckinbill happened today. Uncovered two points to repair on Big Rock. The camera uncovered where the infiltration is coming into the manhole from the outside. The repair could be as simple The Town has a bad I/I problem. Biggest issues he feels are these manhole infiltration issues are Big Rock, by the Winery on Highway 49. Ellis reported on Sunday, April 14, a manhole at the bottom of Big Rock was overflow. PWA flush truck took care of the issue. PWA Supervisor noted there were a lot of paper towels in the sewer that caused the issue. **No Action.**
7. **Receive updates on: REAP 2019 Water Tower project; CDBG Grant for resurfacing of portions of East Lake; USDA Loan for Sewer Lagoon project; take any necessary action.** Nomura reported the sewer lagoon project had an issue with the engineering report, it had preliminary on the footer. It was corrected by Landmark and re-sent. The bids will be opened for the Water Tower project next week. CDBG grant we won't know anything until July. Nomura shared the need to look at the infiltration issues in the sewer lines. Her recommendation is to contact EST to assist with how to approach the task. Start to work on the two manholes identified on Big Rock. See if EST could include cameraing the sewer lines as part of a strategic plan. Town Clerk to contact to see if that could be done while looking at the Driving Bridge Lift Station. **No Action.**
8. **Discuss and Take Action on recommendation from MPEDA for the 1992 Case Backhoe, serial number JJG0375231.** Cofer reported from the last MPEDA meeting that MPEDA does want the backhoe if offered, however with the Aquarium and Fire Department wanting to use it, an agreement needs to be made outline who is liable and who will maintain it. Sabine Ruesga spoke that giving the backhoe to the aquarium would not benefit PWA, the Town or its residents. We currently have I/I problems and the money used from the sale could go toward repairs. Ellis suggested that the use of the backhoe with MPEDA on their property might help with an increase of sales tax. Attorney stated that to use the backhoe at the aquarium would require the use of a Town, PWA or MPEDA employee. The liability would fall to the Town should an accident occur. Jean Schucker spoke that the aquarium will pay the insurance. Attorney stated that the aquarium cannot get insurance on something

they don't own. Ellis suggested maybe a Public-Private agreement, and it would hinge on the agreement. Nomura asked if our liability would be gone. Attorney said no because MPEDA would own the backhoe. Ellis added that MPEDA is an extension of the Town, and the Town Attorney should draw up the agreement and the agreement needs to be to the advantage of the Town. Attorney will investigate options. Motion by Nomura to table. Second by Schucker.

Schucker YES Cofer YES Branch ABSENT Nomura YES Ellis YES **Motion carried.**

- 9. **Discuss and Take Action on agenda for the Special Session, May 6th, 2019 3:30pm to open bids for the REAP 2019 Water Tower Project.** Motion by Nomura for a Special Session to open bids May 6, 2019 at 3:30pm. Second by Cofer.

Schucker YES Cofer YES Branch ABSENT Nomura YES Ellis YES **Motion carried.**

- 10. **Discuss and Take Action on replacing the Auto Bridge Sewer Lift Station.** Nomura reported EST will look at the Lift Station on April 25,2019 after the pre-bid conference. **No Action.**

- 11. **Update on Sewer Manhole Rehab Town wide; take any necessary action.** Nomura stated that we will work on this with EST. **No Action.**

- 12. **Discuss and Take Action PPC Recommendation of a request from Larry Wolcott for continuation of a roadside ditch on the westside of Merry Circle.** Cofer reported that Branch himself and PWA Supervisor were to meet and look at. Cofer confirmed the west ditch needs to go under the road and might need some type of engineering. Nomura recused herself from further discussion due to owning property in this area. Motion by Ellis to authorize the Town Clerk to contact T & G for a quote to do the work. Second by Cofer.

Schucker YES Cofer YES Branch ABSENT Nomura RECUSED Ellis YES **Motion carried.**

New Business-None


Attorney Report-None

Board Comments-None

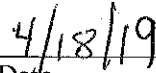
Motion by Schucker to adjourn the meeting. Second by Cofer.

Schucker YES Cofer YES Branch ABSENT Nomura YES Ellis YES **Motion carried.**

Meeting adjourned at 7:01 p.m.



Town Clerk



Date

Mayor

Date