

SPECIAL MEETING MINUTES  
BETHANY/WARR ACRES PUBLIC WORKS AUTHORITY

WARR ACRES CITY HALL  
THURSDAY  
FEBRUARY 9, 2023  
10:00 A.M.

1. Call to Order and declaration of a quorum present.

The meeting was called to order by Chairman James Mickley on February 9, 2023 at 10:00 a.m. Notice of said meeting was given in accordance with applicable State Statutes. He declared a quorum present.

ROLL CALL

PRESENT  
Chairman James Mickley  
Trustee Pamela Ramirez  
Trustee Elizabeth Gray  
Trustee Roger Godwin

ABSENT  
Trustee Nikkie Lloyd

OTHERS PRESENT  
Johnny Blassingame, Trust Attorney  
Sean Fairbairn, Trust Engineer  
Jason Horton, Wright Water Corp

2. Approve the minutes of Bethany-Warr Acres Public Works Authority meeting of January 3, 2023.

**MOTION** by Gray, seconded by Godwin to approve the minutes from January 3, 2023.

Poll vote:       Yeas: Gray, Ramirez, Godwin, Mickley  
                      Nays:  
                      Abstain:

**Motion Passed Unanimously.**

3. Approve the minutes of the Bethany-Warr Acres Public Works Authority Special Meeting of January 26, 2023.

**MOTION** by Ramirez, seconded by Godwin to approve the minutes from January 26, 2023.

Poll vote:       Yeas: Gray, Ramirez, Godwin, Mickley  
                      Nays:  
                      Abstain:

**Motion Passed Unanimously.**

4. Report of Wright Water Corporation concerning ongoing general management services and consulting services being provided to the Authority in relation to emergency repairs at the Bluff Creek Wastewater Treatment Plant.

- No problem with headworks
- 2 pumps are doing well.
- Trying to clean skim rags off SPRS
- Will be on track Monday morning for flow to get off OKC and back on us.

Trustee Gray stated that the reserve fund is at 1 million.

5. Discussion, consideration, and possible action to approve agreement between Authority and Team Viewer for software license for remote access to Treatment Plant's SCADA software.

**MOTION** by Gray, seconded by Godwin to approve the agreement between Authority and Team Viewer for software license for remote access to Treatment Plant's SCADA software..

Poll vote: Yeas: Gray, Ramirez, Godwin, Mickley

Nays:

Abstain:

**Motion Passed Unanimously.**

6. Engineer's Report.

- Passed out report sent to ODEQ updating them on progress made, past steps taken, and future steps to be taken in addressing the BWAPWA's noncompliance with current Oklahoma Environmental Statutes and Regulations as outlined in a Consent Order letter (18-250) dated January 2, 2019.
- Provided ODEQ with location of new projects
- Provided ODEQ with a schedule of future construction and repairs.
- 78% of required slip lining has been completed. Remainder will cost approx. \$400.00/linear foot to complete at an approx. cost of 5 million.
- He will notify the ODEQ to update their contact information since correspondence is still being addressed to Yolanda Gunter.

7. Discussion, consideration and possible action to approve proposed Request for Qualifications for the Operation, Maintenance and Management of the Bluff Creek Wastewater Treatment Plant and Sanitary Sewer Inceptor as prepared by Cowan Engineering Group.

- RFQ authorized 3<sup>rd</sup> party to come in and operate plant.
- There is a two-week timeframe.
- Want to select a 3<sup>rd</sup> party for approval at the March meeting and approve their contract at the April meeting.

**MOTION** by Gray, seconded by Mickley to approve solicitation of bids for a 3<sup>rd</sup> party to come in and operate the plant.

Poll vote: Yeas: Gray, Ramirez, Godwin, Mickley

Nays:

Abstain:

**Motion Passed Unanimously.**

8. Financial Report.

- Covers period through 1/31/23
- Ahead of budget on revenues.
- Appreciation expense was removed.
- Working on new format for the Financial Report and requests feedback from Trustees on preferences.

9. Discussion, consideration and possible approval for the payment of claims.

**MOTION** by Ramirez, seconded by Godwin to approve payment of claims.

Poll vote: Yeas: Gray, Ramirez, Godwin, Mickley

Nays:

Abstain:

**Motion Passed Unanimously.**

10. Trust Attorney's Report

- Received a call from Jeff Bryant of OMAG, who said they had received a call from someone saying they were going to file a claim, but he has received no further information.
- He reminded Jeff that he had attempted to contact Matt Love and others with no return communication.
- Has spoken to DEQ regarding the need to change their contact information from Yolanda Gunter to the Bethany City Manager and Warr Acres City Clerk.
- DEQ was asking why the cities have not yet completed smoke testing. He replied that the cities don't control the Public Works Authority scheduling.
- Received a call from Taylor Menzie, but he hasn't called him back yet, so doesn't know what it's about – may be ongoing.

11. Discussion, consideration and possible approval of updated Professional Services Agreement with Trust Attorney.

- Gray suggested that the agreement begin at the beginning of the fiscal year in July.

**MOTION** by Ramirez, seconded by Gray to table this item until the March meeting.

Poll vote: Yeas: Gray, Ramirez, Godwin, Mickley

Nays:

Abstain:

**Motion Passed Unanimously.**

12. Old or New business

None.

13. Call to the Public.

None.

14. Adjournment.

**MOTION** by Ramirez, seconded by Godwin to adjourn.

Poll vote: Yeas: Gray, Ramirez, Godwin, Mickley

Nays:

Abstain:

**Motion Passed Unanimously.**

This meeting was adjourned at 10:30 a.m.

Respectfully submitted.



Pamela McDowell-Ramirez  
Secretary