

Office
(580) 492-5777

City of Elgin
P.O. Box 310
Elgin, OK 73538

Fax
(580) 492-5787

**PWA MEETING
MINUTES**

DATE: June 13, 2023
TIME: 6:00 PM
PLACE: Elgin City Hall
8183 State Hwy 17

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to amendment, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its staff, attorney or to the recommending board, commission or committee.

1. Mayor Francois called regular meeting to order at 8:03 pm.
2. Members present were JJ Francois, Kevin Mitchell, Nettie Evans, Fred Guevara, Travis Bennett, and Machel Reynolds, Clerk/Treasurer. All the members were present. A quorum was declared.
3. Consideration of Consent Agenda.
 - a. Acceptance of the minutes of Council meetings held May 9, 2023.
 - b. Acceptance of the payment of purchase orders.
 - c. Acceptance of estimated payroll for July 2023.
 - d. Acceptance of Treasurer's Report.
 - e. Acceptance of Water Department Report
 - f. Authorization to approve purchase of tin horns for PWA Department, 2 - 48" @30' in the amount of \$4800. (02-16-600)
 - g. Authorization for PWA Department to purchase a trash pump with amount not exceeding \$3,000.
 - h. Approval of Budget amendment #2.
 - i. Authorization to purchase an Ipad Pro 12th Generation in the amount of \$1453 from US Cellular with a monthly fee of \$20 for Internet service, it will be used to get GPS coordinates of all meters.
 - j. Approval for PSO to supplement an existing easement on Elgin Public Works property, which will modify the company's rights on property. Approval for

Easement #48A1 at 04N10W-32-2-99973-000-0000 and Easement #47B at 04N10W-32-3-560973-000-0000.

Motion by Guevara 2d by Bennett to approve all consent agenda items. Ayes; Francais, Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.

4. Discussion and possible action on items removed from Consent Agenda. N/A
5. **Mayor to Open Public Hearing for open discussion regarding Budget for 2023-2024. Mayor Francais opened Public Hearing at 8:04 pm.**
6. **Close Public Hearing. Mayor Francais closed Public Hearing at 8:06 pm**
7. Discussion, consideration, and possible action to adopt or reject the proposed budget and Resolution 23-19 for the Elgin Public Works Authority for Fiscal Year 2023-2024 as proposed at the public hearing on the budget held on June 13, 2023 and possible approval or rejection of any amendments proposed and considered by the Trustees at the meeting. Motion by Evans 2d by Guevara to approve to adopt Resolution 23-19 FYE 2024 Budget. Ayes; Francais, Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
8. Discussion, consideration, and possible action to consider approving a work order with Garver Engineers to create a Stormwater Master Plan. Item Stricken
9. Discussion, consideration, and possible action to authorize approval for PWA to evaluate all water shut off valves and purchase new valves for the nonworking ones with an amount not exceeding \$10,000. Motion by Guevara 2d by Francais to approve spending up to \$10,000 to purchase new water shut off valves. Ayes; Francais, Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
10. Discussion, consideration, and possible action to authorize approval for Johnson Plumbing to replace all nonworking valves with an amount not to exceed \$15,000. Motion by Guevara 2d by Bennett to approve Johnson Plumbing to replace the nonworking water valves with amount not to exceed \$15,000. Ayes; Francais, Mitchell, Evans, Guevara, and Bennett. Nays; None. Motion Carried.
11. Discussion, consideration, and possible action authorizing Garver, LLC to provide administrative services for the Keeney Road Sewer Project thru their Master Services Agreement on-call services with a maximum amount of \$ 10,000 . Item Stricken
12. Meeting Adjourned at 8:10 pm.

PASSED, APPROVED AND ADOPTED THE 11th DAY OF JULY 2023:

Machelle Reynolds, City Clerk