

In accordance with the Oklahoma Open Meeting Law, the notice of meeting and agenda were posted on July 5, 2013 by 3:00pm at Anadarko City Hall, 501 W Virginia, Anadarko, OK and faxed to the Anadarko Daily News, Anadarko, Oklahoma.

MINUTES
Anadarko Public Works Authority Regular Meeting
Anadarko City Hall
501 W Virginia, Anadarko, Oklahoma
Monday, July 8, 2013
Immediately Following the Regular City Council Meeting

1.0 PRELIMINARY

1.1 Call to Order

The Chairperson called the APWA regular meeting to order at 6:30pm on Monday, July 8, 2013.

1.2 Roll Call

The Deputy City Clerk called the roll

Vice Chairperson	Wesley Callahan	Present	Trustee Ward 4	Jeffery Vance	Present
Trustee Ward 1	Rufus Vance	Present	Trustee Ward 5	Stephanie Novotny	Present
Trustee Ward 2	Rodney Pedersen	Present	Chairperson	Jerry Marcum	Present
Trustee Ward 3	Jeremy Hall	Present			

1.3 Hearing Session/Citizen Presentation

No one addressed the trustees

2.0 AGENDA

2.1 Discussion and possible action to approve the consent agenda. All items may be approved by one motion. Any item may be removed at Authority's request.

2.1.1 Minutes of Regular Meeting held June 10, 2013

2.1.2 Minutes of Special Meeting held June 17, 2013

2.1.3 Payment of Claims June 2013

Motion was made by JJ Vance and seconded by Rodney Pedersen to approve item 2.1

Vice Chairperson	Wesley Callahan	AYE	Trustee Ward 4	Jeffery Vance	AYE
Trustee Ward 1	Rufus Vance	AYE	Trustee Ward 5	Stephanie Novotny	AYE
Trustee Ward 2	Rodney Pedersen	AYE	Chairperson	Jerry Marcum	AYE
Trustee Ward 3	Jeremy Hall	AYE	The Chairperson declared the motion passed		

2.2 The Board of Trustees of the Anadarko Public Works Authority shall open and read aloud the bids received for the purchase of one (1) 2500' roll of 15KV I/O primary underground wire.

Chairperson opened and read the bids listed below:

Bidder	Bid Amount
Wire & Cable	\$6,450.00
TechLine Inc.	\$2.19 per sq ft or \$5,475.00

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- 2.3** Discussion and possible action by the Anadarko Public Works Authority Board of Trustees regarding a request to approve a Mutual Aid Agreement with the Municipal Electric Systems of Oklahoma.

Jerry Marcum asked if this is an ongoing contract. Roger Kolman confirmed that it is and that given the events that recently occurred in Shawnee, El Reno, and Moore, the city wanted to revisit their options for mutual aid should the need arise in Anadarko. Roger Kolman further stated that signing this contract does not obligate us, it merely provides the City of Anadarko with another option for mutual aid.

Motion was made by Stephanie Novotny and seconded by JJ Vance to approve item 2.3.

Vice Chairperson	Wesley Callahan	AYE	Trustee Ward 4	Jeffery Vance	AYE
Trustee Ward 1	Rufus Vance	AYE	Trustee Ward 5	Stephanie Novotny	AYE
Trustee Ward 2	Rodney Pedersen	AYE	Chairperson	Jerry Marcum	AYE
Trustee Ward 3	Jeremy Hall	AYE	The Chairperson declared the motion passed		

- 2.4** Presentation to the Anadarko Public Works Authority Board of Trustees for discussion and review of the proposed Customer Service Policy (Billing and Collections) for the City of Anadarko.

Jo Spanglehour, discussed the proposed Customer Service (Billing & Collection). Existing processes were compared to city code and policy to determine how to most efficiently meet our customer's needs and provide assistance while ensuring that the City of Anadarko's interest are effectively met. Clarifications were made to extensions, cutoff guidelines, as well as general customer service policy.

Roger Kolman stated that we were considering increasing the cutoff fee from \$25.00 to \$40.00 which is compatible with other cities. JJ Vance suggested a staggered system where the cutoff fee increases each time the account is scheduled for disconnection. Jeremy Hall suggested the increments could be \$25.00 each. City staff felt that the suggestion is possible and will work toward achieving that objective which will hopefully reduce the number of individuals with ongoing cutoffs.

- 2.5** Presentation to the Anadarko Public Works Authority Board of Trustees for discussion and review of the proposed conversion to billing card utility billing statements.

Jo Spanglehour presented information regarding our proposed conversion back to billing statement cards. There was discussion regarding the change from billing cards several years ago and Roger Kolman explained the Red Flag Issue as related to Identity Theft.

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Roger further explained that we plan to request Incode to help us program a portion of the customer's account number with wild card character's which will prevent Identity Theft.

3.0 TRUST MANAGER'S REPORT

Roger Kolman expressed his thanks and appreciation to all of the city employees that worked diligently with the Chamber of Commerce to ensure the success of the Celebrate America Day Events.

Splash pad is open and we used 100,000 gallons of water and we are looking at the preliminary stages to build another splash pad.

4.0 COMMENTS BY TRUSTEES

Jerry Marcum mentioned that some of the water hydrants are not working. Roger explained that we are just now starting a project to replace water hydrants at the cemetery.

5.0 NEW BUSINESS

6.0 ADJOURN

Motion was made by Rodney Pederson and seconded by Jeremy Hall to adjourn at 6:45pm

Vice Chairperson	Wesley Callahan	AYE	Trustee Ward 4	Jeffery Vance	AYE
Trustee Ward 1	Rufus Vance	AYE	Trustee Ward 5	Stephanie Novotny	AYE
Trustee Ward 2	Rodney Pedersen	AYE	Chairperson	Jerry Marcum	AYE
Trustee Ward 3	Jeremy Hall	AYE	The Chairperson declared the motion passed		