

**AGENDA OF A REGULAR MEETING OF THE  
CHAIRPERSON AND TRUSTEES OF THE  
ARDMORE PUBLIC WORKS AUTHORITY,  
TO BE HELD ON 10/02/2023 AT 7:00 PM  
IN THE COMMISSION CHAMBERS  
FOLLOWING  
REGULAR CITY COMMISSION MEETING**

NOTICE: "Official action can only be taken on items which appear on the agenda. The Trustees may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any item. When more information is needed to act on an item, the Trustees may refer the matter to the Manager or the Municipal Counselor. The Trustees may also refer items to standing committees of the City Commission or to a board or commission for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVE AGENDA - ORDER OF BUSINESS  
AND CONTENTS**
4. **APPROVE MINUTES**
  - 4.A. **Ardmore Public Works Authority Regular Minutes**  
of the Meeting Held on September 18, 2023

Documents:

[APWA MINUTES 09-18-23.PDF](#)

5. **CONSENT AGENDA**

All items listed are considered to be routine by the Authority and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee or a citizen so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda and approval or

**rejection of any amendments proposed and considered by the Trustees at the meeting.**

5.A. **Consent A**

Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission for the Purchase of a Three Quarter Ton Truck for the Customer Service/Finance Department from the Oklahoma State Contract Number SW035 from Vance Fleet Services in the Total Amount of \$46,142.00

(Submitted by Sheila McLaughlin, Customer Service Supervisor)

Documents:

[CONSENT A.PDF](#)

5.B. **Consent B**

Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission for the Purchase of Meters, Registers and Endpoints for the Customer Service/Meter Maintenance Department from Atlas Utility Supply Company a Sole Source Provider in the Total Amount of \$200,000.00

(Submitted by Sheila McLaughlin, Customer Service Supervisor)

Documents:

[CONSENT B.PDF](#)

6. **NEW BUSINESS**

**(As defined by the Oklahoma Open Meeting Act 25 OK Statutes § 311 (A) (9) as “matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda”).**

7. **ADJOURN**

**MINUTES OF A REGULAR MEETING OF THE TRUSTEES OF THE  
ARDMORE PUBLIC WORKS AUTHORITY HELD ON  
SEPTEMBER 18, 2023 AT 7:00 PM IN THE COMMISSION CHAMBERS**

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Present:	Sheryl Ellis Nancy Sjulín	Chairman Vice-Chairman
	Doug Pfau John Credle, Jr. David Plesher	Trustee Trustee Trustee
	Kevin Boatright Lori Linney	Manager Secretary

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This meeting was held in compliance with the Oklahoma Open Meeting Act (OSS 25)

**1. CALL TO ORDER BY THE CHAIRPERSON**

Chairperson Ellis called the meeting to order.

**2. ROLL CALL**

The Secretary called roll. All were present.

**3. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS**

Motion was made by Vice-Chairwoman Sjulín and seconded by Trustee Pfau to approve the agenda as written.

Ayes:	Pfau, Credle, Plesher, Sjulín, Ellis
Nays:	None

**4. APPROVE MINUTES**

**A. of the Ardmore Public Works Authority Regular Meeting held on September 5, 2023**

Motion was made by Vice-Chairwoman Sjulín and seconded by Commissioner Plesher to approve the Regular Minutes of September 5, 2023 as written.

Ayes:	Plesher, Sjulín, Ellis
Nays:	None
Abstain:	Pfau, Credle

**5. CONSENT**

**A. Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission of the Annual Payment to Tyler Technologies, a Single Source Provider for Incode Software and Cloud Storage for the Customer Service Department, Finance Department and Ardmore Public Works Authority the Third Year of a Five Year Term Agreement in the Per Annum Amount of \$85,145.00**

The Trustees consented to ratify an approval by the Ardmore City Commission for the Customer Service/Finance Department and Ardmore Public Works Authority annual payment to Tyler Technologies, a single source provider for Incode Software and Cloud Storage for the third year of a five year term agreement in the per annum amount of \$85,145.00.

**B. Consideration and Possible Action to Consent to Ratify an Approval by the Ardmore City Commission of a Payment to Ardmore Auto Works, Limited Liability Company for the Repairs of an Operation Pride Truck in the Total Amount of \$28,252.36**

The Trustees consented to ratify an approval by the Ardmore City Commission for a payment to Ardmore Auto Works, Limited Liability Company for the repairs of an Operation Pride Truck in the total amount of \$28,252.36. This payment is for repairs of an Operation Pride Truck that was recently involved in an accident.

Motion was made by Trustee Pfau and seconded by Trustee Credle to approve Consent Agenda Items 5.A. - 5.B.

Ayes: Pfau, Credle, Plesher, Sjulín, Ellis  
Nays: None

**A. NEW BUSINESS**

None

**B. ADJOURN**

Motion was made by Trustee Pfau and seconded by Trustee Plesher to adjourn from this meeting.

Ayes: Pfau, Credle, Plesher, Sjulín, Ellis  
Nays: None

ARDMORE PUBLIC WORKS AUTHORITY

Authority Letter No. 5892  
Meeting Date: October 2, 2023

Chairman and Trustees  
Ardmore Public Works Authority

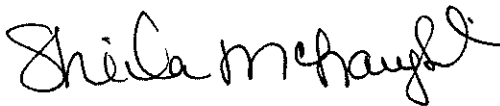
Re: Purchase of Three Quarter Ton Truck/Customer Service-Meter Maintenance

Dear Trustees:

The Customer Service/Finance Department is requesting ratification of an approval by the City of Ardmore for the purchase of a three quarter ton truck, in the amount of \$46,142.00 from Vance Fleet Services of Guthrie, OK. Staff budgeted for this purchase in FY 23/24 from the Customer Service Fund for this vehicle. Upon receiving the new vehicle it will replace unit # 190.

Staff respectfully recommends the Authority ratify the approval to purchase the vehicle, utilizing the Oklahoma State Contract number SW035, from Vance Fleet Services in the amount of \$46,142.00.

Respectfully,



Sheila McLaughlin  
Customer Service Supervisor

Reviewed by: \_\_\_\_\_



City Manager

ARDMORE PUBLIC WORKS AUTHORITY

ARDMORE PUBLIC WORKS AUTHORITY

Authority Letter No. 589B  
Meeting Date: October 2, 2023

Chairman and Trustees  
Ardmore Public Works Authority

Re: Purchase of Meters, Registers, and Endpoints from Atlas Utility Supply Company

Dear Trustees:

The Finance Department and the Ardmore Public Works Authority's (APWA) staff respectfully requests that you ratify the approval by the City of Ardmore Commission to approve the purchase of meters, registers, and endpoints from Atlas Utility Supply Company. The Customer Service Department budgeted \$200,000.00 in the Customer Service Budget for FY 22/23 fund 56-5312-4250 for this expense. Atlas Supply Company is a sole source provider.

Respectfully,



Sheila McLaughlin  
Customer Service Department

Reviewed by: \_\_\_\_\_

  
City Manager