

The Town of
Coyle

116 West Main Street

P.O. Box 248

Coyle, OK 73027

P (405) 466-3741

F (405) 466-2644

townofcoyle.myruralwater.com

**BOARD OF TRUSTEES MEETING
COYLE PUBLIC WORKS AUTHORITY**

Regular Session Minutes

116 West Main St

Coyle, OK 73027

Tuesday, September 13, 2022

The regular meeting of the Board of Trustees for the Coyle Public Works Authority, Oklahoma was posted on Monday, September 12, 2022, before 5:00 pm and held on Tuesday, September 13, 2022, in Town Hall located at 116 W Main St, Coyle, OK 73027.

Meeting was called to order at 9:00 pm by Carl Long

Members Present: Mayor – Carl Long
Trustee – JoAnn Hale
Trustee – Dusty King

Staff: Linde Vogan – Town Clerk
Charles Downey – Fire Chief

Guests Present: Jason Hale

Consent Agenda: Motion made by JoAnn Hale to accept consent agenda with the exception of the Blanket Purchase Order
Seconded – Dusty King
Motion carried – Carl Long, Aye, JoAnn Hale, Aye, Dusty King

Bulk Trash Charge: Motion made by Dusty King to add the \$3.20 charge to in Town residents who have the 2-yard dumpsters
Seconded – JoAnn Hale
Motion carried – Carl Long, Aye, JoAnn Hale, Dusty King, Aye

Send letter to the individuals that have these dumpsters.

JayHawk Contract: It's time to renew our JayHawk contract, \$775.00.
Motion made by JoAnn Hale to continue our JayHawk services
Seconded – Dusty King
Motion carried – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, Aye

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Adding Water Meters: The parts for adding meters are \$500.00, Danny Wick can do the tap for \$450, a \$225.00 tapping fee and \$100 deposit for a total cost of approximately \$1,275.00. May need to change the wording in the ordinance from tapping fee to impact fee. The entire ordinance on this issue may need to be addressed and rewritten to make the parts and labor cost fluctuate as needed. Motion made by Dusty King to table this to put the language together and readdress at next month's meeting. Seconded – JoAnn Hale
Motion carried – Carl Long, Aye, JoAnn Hale, Aye, Dusty King, Aye

Blanket Purchase Orders: Dusty stated that we might need to have a SOP on the blanket purchase order. We need to log every purchase made by the debit card under the blanket purchase order. Leave the blanket purchase order at \$500.00 for now for CPWA.

Target Bank Balances: Discussed in General Meeting

Past Due Water Accounts: Need to look at JayHawk and see if there is a code that we can use for accounts to specify the correct status of the account. For example, if someone is deceased, we need a code that shows that and that it will not be going to collections and need to write off the account. Resident requested how to get the account transferred back into his name. Brought this up and in order to do this, he would have to put down a \$100.00 deposit and we can create a new account. Linde will look at setting up a code to help be able to run reports about these past due accounts that have been sent to collections. We will have to be able to give documentation to send these accounts to collections.

Trash Service Update: Dusty attended Langston's Town Board of Trustees meeting where they were discussing their trash contract and mentioned to them that we had just signed a one-year contract and wanted to talk with them about joining forces to bring a different trash company out here. Langston signed a one-year contract and would like to explore the possibility of working together. Dusty spoke with someone from RDS and found out that they were being bought out by Waste Connections at the time we were talking to them about taking over our trash service. They are still interested in the possibility of taking us on for our trash pickup. JoAnn would like to draft an email to our attorney checking with him about any potential pitfalls of working with Langston. JoAnn will draft an email to the attorney on this and send it to Linde to send to Carl and Dusty for comment before sending to Matt. Mr. Timms has also expressed interest in beginning a residential trash pickup so that may be a possibility as well.

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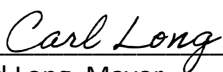
Water Report: Meters were read and monthly water testing done. Found a couple of leaks on the customer side and several people mentioned they had leaky toilets. We may have a leak located at 1st Street and Broad. Need to call Danny Wick and have him come out and fix it. When Linde was sent to the water operator class, it was the intention of the Board that she would be the operator of record for the Town. Calling Danny Wick to come out and fix the water leak doesn't have to be voted on because it is a maintenance issue.

Lagoon Report: The contactor on the irrigation pumps will need to be replaced. Jason stated that if we replace that contactor, it will flow around the gate valve and back pump which is why he hasn't pushed on getting it replaced. Once a water operator is on staff, Jason can get the parts to fix the gate valve. The sprinklers on the irrigation field, need to be cleaned and adjusted to make sure that they are spraying where they are supposed to. Matt Coe has volunteered to work with Jason to help get the lagoon working properly. Accurate labs will send someone out here to test our lagoons and see where they are at. One of Jason's goals is to not have to discharge the lagoons next year like what had to be done this year. DEQ wants a water operator of record so that if there is an issue, that is who they will reach out to. Need to check with OMAG to make sure that there is adequate protection for our water operator.

New Business: ORWA put out a RIG grant which is a matching 80/20 grant. We need to ask them if they require audited financials. Matt Coe has offered to write our grants for us.

Adjourned: Motion made by JoAnn Hale to adjourn
Seconded – Carl Long
Carl Long, JoAnn Hale, Dusty King, Aye
Meeting adjourned at 10:18 pm.

Next Meeting: Next meeting is scheduled for October 11, 2022



Carl Long, Mayor



Linde Vogan, Town Clerk