

**SALLISAW MUNICIPAL AUTHORITY
REGULAR MEETING**

January 13, 2025

**Time: Immediately Following the
Meeting of the Board of City Commissioners**

**Council Chambers
113 North Elm Street
Sallisaw, Oklahoma**

A G E N D A

“POSSIBLE ACTION” INCLUDES, BUT IS NOT LIMITED TO, APPROVAL, AUTHORIZATION, ADOPTION, REJECTION, DENIAL, AMENDMENT, TAKING NO ACTION, OR TAKING THE ITEM FOR DISPOSITION AT A LATER DATE OR TIME.

- 1. Meeting called to order**
- 2. Declaration of a quorum**
- 3. Possible Action on minutes of regular meeting of December 9, 2024**
- 4. Discussion and possible action on staff’s request to reinvest a Sallisaw Municipal Authority Certificate of Deposit with Local Bank for 329 days at 4.76% Interest**
- 5. Discussion and possible action on items related to the Water System Improvements - East Drake Road Project**
 - (a) Possible action on acceptance of bids**
 - (b) Possible action to award contract to Jim Bray Plumbing of Greenwood, Arkansas, in the amount of \$138,740.00; and, authorize the General Manager to sign all necessary documents upon receiving approval from the City Attorney**

6. Administrative reports

7. Adjourn

Posted: JANUARY 9, 2025

Time: 4:45 P.M.

Kim Jamison

MINUTES

SALLISAW MUNICIPAL AUTHORITY

REGULAR MEETING

DECEMBER 9, 2024

The Sallisaw Municipal Authority met in a regular meeting on December 9, 2024, in the Council Chambers, 113 North Elm, Sallisaw. Notice of the meeting was given by emailing Sequoyah County Times; by emailing KXXMX; by posting at city hall on December 6, 2024, at 9:45 a.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Ernie Martens, Kenny Moody, Julian Mendiola, Brad Hamilton,	Chairman Trustee, Ward 1 Trustee, Ward 3 Trustee, Ward 4
Members absent:	Josh Bailey,	Trustee, Ward 2
Staff present:	Jordan Pace, Kim Jamison, Robin Haggard, Keith Miller, Chris Carter, Ben Spyres, Beau Bramel, George Bormann, Skylar Fullbright,	City Attorney Secretary Director of Finance Building Development Director Senior Code Inspector Computer Technician GIS Mapping Tech Economic Development Director Grants Specialist
Others present:	Lynn Adams; Lacey Wallace; Nick Grant; Jeanie Richardson; Shane Walker; Brian Heverly; Others Unidentified.	

Meeting called to order

Chairman Martens called the meeting to order. The meeting began at 8:06 p.m.

Declaration of a quorum

A quorum was declared present.

Discussion and possible action on minutes of regular meeting of November 12, 2024

Motion was made by Mendiola, seconded by Moody, for approval. Vote: Mendiola aye; Moody aye; Hamilton aye; Martens aye. Motion carried 4-0.

Discussion and possible action on a one (1) year Solid Waste Disposal Agreement with Yaffee Iron and Metal Corporation of Arkoma, Oklahoma

Motion was made by Mendiola, seconded by Moody, for approval of Agreement. Vote: Mendiola aye; Moody aye; Hamilton aye; Martens aye. Motion carried 4-0.

Discussion and possible action on Purchase Order No. 103726, *in an Amount not to Exceed \$50,000.00*, Issued to Calix, for the Purchase of Calix Equipment for Telecommunications

Motion was made by Hamilton, seconded by Moody, for approval of Purchase Order No. 103726 in an amount not to exceed \$50,000.00 issued to Calix. Vote: Hamilton aye; Moody aye; Mendiola aye; Martens aye. Motion carried 4-0.

Discussion and possible action on Manager Contract

Motion was made by Moody, seconded by Hamilton, for approval of Manager Contract. Vote: Moody aye; Hamilton aye; Mendiola nay; Martens aye. Motion carried 3-1.

Administrative reports

None.

Adjourn

Motion was made by Hamilton, seconded by Moody, to adjourn the meeting. Vote: Hamilton aye; Moody aye; Mendiola aye; Martens aye. Motion carried 4-0. The meeting ended at 8:08 p.m.

Approved this 13th day of January 2025.

Secretary to the Authority

(SEAL)

AGENDA ITEM COMMENTARY

Meeting Date: January 13, 2025
Board: Sallisaw Municipal Authority
Subject: Investment

ITEM TITLE: Discussion and possible action on staff's request to reinvest a Sallisaw Municipal Authority Certificate of Deposit with Local Bank for 329 days at 4.76% Interest

INITIATOR: City Clerk

STAFF INFORMATION SOURCE: City Clerk

BACKGROUND: Quotes were requested for investment of the Sallisaw Municipal Authority Certificate of Deposit. Armstrong Bank, Local Bank, Firststar Bank and National Bank returned quotes. Staff requests approval to deposit with Local Bank of Sallisaw for 329 days at 4.76%.

EXHIBITS: 1. SMA CDS

KEY ISSUES: None

FUNDING SOURCE: N/A

RECOMMENDATION: Approval to reinvest a Sallisaw Municipal Authority Certificate of Deposit with Local Bank for 329 days at 4.76% interest.

SALLISAW MUNICIPAL AUTHORITY

REDEPOSIT
OF
TEMPORARILY IDLE FUNDS

JANUARY 15, 2025

<u>Fund</u>	<u>Amount</u>
SALLISAW MUN AUTH	\$521,991.26

<u>Days</u>	<u>Firststar</u>	<u>National</u>	<u>Armstrong</u>	<u>Local</u>
245	<u>3.90%</u>	<u>4.59%</u>	<u>4.29%</u>	<u>4.57%</u>
329	<u>3.79%</u>	<u>4.29%</u>	<u>4.18%</u>	<u>4.76%</u>



115 East Choctaw P.O. Box 525 Sallisaw, OK 74955
Ph. 918-775-6241 Fax 918-775-9550 www.sallisawok.org

The City of Sallisaw requests quotes on time deposits of idle funds for the time specified below beginning on January 15, 2025:

<u>FUND</u>	<u>AMOUNT</u>	<u>DAYS</u>	<u>MATURITY</u>	<u>QUOTE</u>
Sallisaw Mun Auth	\$521,991.26*	245	Sept 17, 2025	<u>4.57%</u>
		329	Dec 10, 2025	<u>4.76%</u>

Quotes will be received by the City Clerk via e-mail; kjamison@sallisawok.org and must be received by **10:00 a.m., January 7, 2025.** Quotes will then be reviewed. Recommendation for award will be presented at the regular meeting of The Sallisaw Municipal Authority, immediately following the Board of City Commissioners beginning at 6:00 p.m., January 13, 2025.

Please ensure that your facility has sufficient collateral pledged, should you be the successful bidder.

Kim Jamison, City Clerk

Submitted by:

LOCAL BANK
(Print Bank Name)

Date: 01-06-2025

By:

*Estimated



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Kim Jamison, City Clerk

Submitted by:

National Bank
(Print Bank Name)

Date: 1/7/25
By:

*Estimated



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Please ensure that your facility has sufficient collateral pledged, should you be the successful bidder.

Kim Jamison, City Clerk

Submitted by:

Armstrong Bank
(Print Bank Name)

Date: 1-3-2025

By: Handace Vanmeter

*Estimated



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Ph. 918-775-6241 Fax 918-775-9550 www.sallisawok.org

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Kim Jamison, City Clerk

Submitted by:

Firststar Bank
(Print Bank Name)

Date: 1-2-2025

By: Em Kan, SUP

*Estimated

AGENDA ITEM COMMENTARY

Meeting Date: January 13, 2025
Board: Sallisaw Municipal Authority
Subject: Water System Improvement

ITEM TITLE: Discussion and possible action on items related to the Water System Improvements - East Drake Road Project

INITIATOR: Interim City Manager
Superintendent - Water/Sewer
Building Development Director

STAFF INFORMATION SOURCE: Neel, Harvell & Assoc - Scott Neel

BACKGROUND: On January 3, 2025, bids were opened for the Water System Improvements - East Drake Road Project. Three (3) bids were received. This water line will service 2 recently annexed properties, as well as future development. The apparent low bidder was Jim Bray Plumbing of Greenwood, Arkansas.

Bids Received:

- Jim Bray Plumbing - \$138,740.00
- Patriot Utilities - \$199,500.80
- Royal Bridge Construction - \$150,845.00

The Engineer has reviewed the bids received and recommends awarding contract to Jim Bray Plumbing.

EXHIBITS: 1. BidTabSum
2. Rec Letter

KEY ISSUES:

FUNDING SOURCE: 030-703-57701 Water Line Improvements

RECOMMENDATION:

- a. Accept bids as received.
- b. Award Contract to Jim Bray Plumbing in the amount of \$138,740.00 and authorize the General Manager to sign necessary documents upon receiving approval from City Attorney.

Bid Opening: January 3rd, 2025 @ 10:00 am
Place: Sallisaw City Hall - 3rd Floor
Job No 24-6854

Bid Tab Summary
Sallisaw Municipal Authority
Sequoyah County, Oklahoma
Water System Improvements
(East Drake Road Waterline Extension)

Item	Quantity	Description	Engineer's Estimate		Patriot Underground Solutions Specialties		Jim Bray Plumbing		Royal Ridge Construction LLC	
1	LS	Mobilization, Bonds & Insurance		\$ 8,000.00		\$ 28,656.00	\$	\$ 7,500.00		\$ 11,200.00
2	LS	Traffic Control & Safety		\$ 3,000.00		\$ 2,500.00	\$	\$ 4,000.00		\$ 7,750.00
3	2,135 LF	6" PVC (Class 200) Waterline	\$ 35.00	\$ 74,725.00	\$ 36.88	\$ 78,738.80	\$ 28.00	\$ 59,780.00	\$ 23.00	\$ 49,105.00
4	840 LF	3" PVC (Class 200) Waterline	\$ 25.00	\$ 21,000.00	\$ 33.75	\$ 28,350.00	\$ 23.00	\$ 19,320.00	\$ 23.00	\$ 19,320.00
5	90 LF	12" Encasement Pipe under Creek (Opencut)	\$ 130.00	\$ 11,700.00	\$ 65.00	\$ 5,850.00	\$ 40.00	\$ 3,600.00	\$ 68.00	\$ 6,120.00
6	2 EA	6" Gate Valve	\$ 3,200.00	\$ 6,400.00	\$ 1,500.00	\$ 3,000.00	\$ 900.00	\$ 1,800.00	\$ 775.00	\$ 1,550.00
7	2 EA	3" Gate Valve	\$ 1,700.00	\$ 3,400.00	\$ 750.00	\$ 1,500.00	\$ 600.00	\$ 1,200.00	\$ 775.00	\$ 1,550.00
8	5 EA	6" Fire Hydrant Assembly w/ 6" Gate Valve & all Accessories	\$ 7,000.00	\$ 35,000.00	\$ 2,500.00	\$ 12,500.00	\$ 2,400.00	\$ 12,000.00	\$ 1,550.00	\$ 7,750.00
9	1 EA	3" Flush Hydrant Assembly w/ 2" Gate Valve & all Accessories	\$ 5,500.00	\$ 5,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,550.00	\$ 1,550.00
10	60 LF	1" Service Line - Tuff Tube & Fittings	\$ 25.00	\$ 1,500.00	\$ 11.85	\$ 711.00	\$ 15.00	\$ 900.00	\$ 26.00	\$ 1,560.00
11	400 LB	MJ Fittings w/ Mega Lugs	\$ 15.00	\$ 6,000.00	\$ 6.00	\$ 2,400.00	\$ 12.50	\$ 5,000.00	\$ 9.00	\$ 3,600.00
12	4 EA	1" Water Meter in Meter Box	\$ 3,000.00	\$ 12,000.00	\$ 750.00	\$ 3,000.00	\$ 625.00	\$ 2,500.00	\$ 775.00	\$ 3,100.00
13	1 EA	12"x6" Hot Tap w/ 6" Gate Valve	\$ 2,800.00	\$ 2,800.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 4,100.00	\$ 4,100.00
14	30 CY	Cut and Replace Gravel Surfaces @ Driveways & Roads	\$ 100.00	\$ 3,000.00	\$ 105.00	\$ 3,150.00	\$ 68.00	\$ 2,040.00	\$ 203.00	\$ 6,090.00
15	2 EA	6" x 1" Tapping Saddle w/ 1" Gate Valve	\$ 1,200.00	\$ 2,400.00	\$ 1,100.00	\$ 2,200.00	\$ 400.00	\$ 800.00	\$ 1,550.00	\$ 3,100.00
16	2 EA	3" x 1" Tapping Saddle w/ 1" Gate Valve	\$ 800.00	\$ 1,600.00	\$ 875.00	\$ 1,750.00	\$ 400.00	\$ 800.00	\$ 1,550.00	\$ 3,100.00
17	LS	Site Restoration / Seed & Mulch		\$ 5,000.00		\$ 9,195.00		\$ 6,000.00		\$ 9,700.00
18	LS	Exploratory Digging		\$ 2,500.00		\$ 5,500.00		\$ 4,000.00		\$ 3,100.00
19	LS	Testing		\$ 3,500.00		\$ 6,500.00		\$ 3,500.00		\$ 7,500.00
	Total Basic Contract Price		\$ 209,025.00 this cost includes materials No Materials \$ 140,353.80		\$ 199,500.80		\$ 138,740.00		\$ 150,845.00	

NEEL, HARVELL & ASSOCIATES, P.C.

Consulting Engineers & Planners

123 N. Oak
SALLISAW, OKLAHOMA 74955

(918)775-7731

harveng@diamondnet.us

January 7, 2025

Robin Haggard, Interim City Manager
Sallisaw Municipal
P.O. Box 525
Sallisaw, Oklahoma 74955

RE: Sallisaw Municipal Authority
Water System Improvements
East Drake Road
Job No. 24-6854

Dear Mrs. Haggard,

The bid proposals which were opened on January 3, 2025 have been reviewed for consideration for this project. The apparent low bidder for this project is as follows:

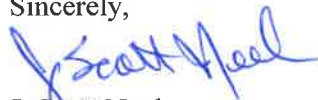
	<u>Bid Amount</u>
Jim Bray Plumbing Greenwood, Arkansas	\$ 138,740.00

The Proposal, Bid Bond, and Affidavits have been reviewed and approved for the Water System Improvements located on East Drake Road . The low bidder has completed work on previous projects and has completed in a timely manner.

The Statutory Bond, Performance Bond and Proof of Insurance will be completed after the contract is awarded. At this time we would recommend that the apparent low bidder, **Jim Bray Plumbing** be selected for this project, based on the acceptance of the appropriate bonds.

If you have any question concerning this letter, please feel free to contact me at the number above.

Sincerely,



J. Scott Neel,
Project Manager

JSN/ap