



P.O. BOX 850 | COWETA, OKLAHOMA 74429 | PH. (918) 486-2189 | FAX (918) 486-5366 | www.cityofcoweta-ok.gov

AGENDA - SPECIAL MEETING
COWETA PUBLIC WORKS AUTHORITY
COWETA CITY HALL, 310 S. BROADWAY
MONDAY, MAY 13, 2024 6:00 P.M.

MEETING PROCEDURE: Comments on all scheduled agenda items will be heard immediately following the presentation by staff or the petitioner. Please wait until you are recognized by the Chairman and keep your comments as brief as possible. Individuals addressing the Trustees must identify themselves by name prior to making any comments. The Trust Authority will consider, discuss, and may take action on, approve, adopt, amend, reject, deny, table, or not take action on any item listed on this agenda after comments from staff and the Trust Authority have been heard.

I. CALL TO ORDER

II. ROLL CALL

NAOMI HOGUE_____

HAROLD CHANCE_____

CAROLINE MARTIN_____

JOE CASH_____

RANDY WOODWARD_____

III. ADMINISTRATION

1. RESOLUTION 2024-16 ADOPTING BUDGET AMENDMENTS

DISCUSS AND CONSIDER ACTION ON THE ADOPTION OF RESOLUTION 2024-16, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA, ADOPTING AMENDMENTS TO THE ANNUAL APPROPRIATIONS FOR THE BUDGET OF THE COWETA PUBLIC WORKS AUTHORITY FOR FISCAL YEAR ENDING JUNE 30, 2024. (JULIE CASTEEN, TRUST MANAGER)

Documents:

[240509-STAFF REPORT SUPPLEMENTALS - PWA RESO 2024-16.PDF](#)
[240513-SUPPLEMENTALS RESO 2024-16-PWA.PDF](#)

2. SOLID WASTE AND RECYCLING COLLECTION, REMOVAL AND DISPOSAL SERVICES

DISCUSS AND CONSIDER APPROVAL OF THE AWARD OF A BID TO AMERICAN WASTE CONTROL, INC., THE LOWEST RESPONSIBLE BIDDER, FOR SOLID WASTE AND RECYCLING COLLECTION, REMOVAL AND DISPOSAL SERVICES, SUBJECT TO THE EXECUTION OF AN AGREEMENT AS APPROVED BY THE TRUST MANAGER AND TRUST ATTORNEY. (JULIE CASTEEN, TRUST MANAGER)

Documents:

[240513-STAFF REPORT SOLID WASTE AND RECYCLING CONTRACT.PDF](#)

IV. ADJOURNMENT

**IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT,
PLEASE CONTACT CITY HALL BY 9:00 A.M. THE DAY OF THE MEETING.**



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Memorandum

To: Honorable Chair and Members of the Board of Trustees
From: Julie Casteen, Assistant City Manager
Re: Supplemental Appropriations
Date: March 9, 2024

BACKGROUND

The Coweta Public Works Authority has several unexpected expenses that were not accounted for in the FY23-FY24 Adopted Budget which require supplemental appropriations.

Unexpected expenses include contracted services for the repair of pumps at the Wastewater Treatment Plant (WWTP), and a transfer to the Sewer Improvements Fund to cover the cost of the contract for the inspection services for the WWTP improvement project.

In addition, the solid waste department is short on contracted labor due to work related injuries and overtime. The cost to deposit solid waste at the landfill also came in higher than anticipated.

	<u>Supplemental Appropriation</u>	<u>Fund/Department</u>
Revenues:		
Fund Balance	\$336,600.00	PWA Utility Services Fund
Expenses:		
Contracted Services	\$30,000	Sewer Department
Contract Labor	\$20,000	Solid Waste Department
Landfill Expense	\$25,000	Solid Waste Department
Transfer Out: Sewer Improvements	\$261,600	Non-Departmental
Revenues:		
Fund Balance	\$261,600	PWA Sewer Improvements Fund

STAFF RECOMMENDATION

Staff recommends adoption of Resolution 2024-16.

Attachments:

Resolution 2024-16

**COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA
RESOLUTION 2024-16**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA, ADOPTING AMENDMENTS TO THE ANNUAL APPROPRIATIONS FOR THE BUDGET OF THE COWETA PUBLIC WORKS AUTHORITY FOR FISCAL YEAR ENDING JUNE 30, 2024.

WHEREAS, the Coweta Public Works Authority has need for unexpected expenditures that were not appropriated in the adopted budget for fiscal year 2023-2024; and

WHEREAS, 11 O.S. Section 17-216 provides that supplemental appropriations may be made from unexpended and unencumbered fund balances on hand at the end of the preceding fiscal year which had not been anticipated or appropriated in the budget, for revenues received or to be received from sources not anticipated in the budget, or revenues received or to be received from anticipated sources but in excess of the budget amounts therefore; and

WHEREAS, the Coweta Public Works Authority desires to make supplemental appropriations and expenditures not appropriated in the budget.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY that the following supplemental appropriations be made:

				REASON FOR	FUNDING	FUND
FUND	ACCOUNT #	DESCRIPTION	AMOUNT	EXPENDITURE	SOURCE	BALANCE
						AMOUNT
Utility Services Fund	04-5325.034	Contracted Services	\$ 30,000	Pump Repairs at WWTP	Fund balance	\$ 30,000
	04-5102.035	Contract Labor	20,000	Temp workers	Fund balance	20,000
	04-5369.035	Landfill Expense	25,000	Increased fees	Fund balance	25,000
	04-5535.037	Transfer Out: Sewer Improvements	261,600	WWTP Improvements Inspections	Fund balance	261,600
			<u>\$ 336,600</u>			<u>\$ 336,600</u>
Sewer Improvements Fund	35-04.03.37	Transfer In: PWA	\$ 261,600	WWTP Improvements Inspections	Transfer In	
			<u>\$ 261,600</u>			<u>\$ -</u>

PASSED BY THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA, and signed by the Chairperson this 13th Day of May 2024.

Naomi Hogue, Chair

Attest:

Approved as to form:

Marcy Kilgore, Trust Secretary

Jeff Stephens, Trust Attorney



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Memorandum

To: Honorable Mayor/Chairman and City Council/Board of Trustees
From: Julie Casteen, City/Trust Manager
Re: Solid Waste and Recycling Services Contract
Date: May 13, 2024

BACKGROUND

Over the last several years, the PWA has experienced challenges in providing solid waste services. It is often difficult to find employees willing to work a labor-intensive job at the wages we are able to provide. In addition, maintaining our fleet of three refuse trucks is difficult and costly. Furthermore, new subdivisions being added creates the need for additional refuse trucks and personnel to serve our growing community.

Recognizing the importance of the public's goals and interest in the health and public welfare of the City of Coweta and its citizens, staff has explored the option of implementing a recycling program that incorporates all aspects of solid waste collection and management within the City, including generation, recycling and disposal.

A Request for Proposals (RFP) was published on March 13, 2024.

Two contractors submitted bids on April 4, 2024. The bid tabulation indicates American Waste Control, Inc. is the lowest cost bidder. City facilities, except for sludge removal, would be provided at no cost.

All citizens will be provided with two polycarts: one for garbage, and one for recycling. All recycling is mixed together in the polycart and later sorted at the Mr. Murph sorting facility, meaning citizens will not be required to sort their recycling. Central Disposal, the high bidder, submitted a "No Bid" for recycling services.

To keep costs down, American Waste Control ("AWC") has agreed to purchase all the Solid Waste equipment from the Coweta Public Works Authority. The agreement will cover a 10-year period due to the high startup costs to begin new service.

Several cities in our area use AWC and they have a strong reputation in the industry for providing excellent service and commitment to the communities that they serve.

STAFF RECOMMENDATION

Staff recommends the award of a bid to American Waste Control Inc., the lowest responsible bidder, for solid waste and recycling collection, removal and disposal services, subject to the execution of a contract as approved by the City/Trust Manager and the City/Trust Authority.

ATTACHMENTS:

Bid tabulation.

SOLID WASTE/RECYCLING COLLECTION, REMOVAL AND DISPOSAL SERVICES

SOLID WASTE SERVICES	AMERICAN WASTE	CENTRAL DISPOSAL
POLYCART 1 X PER WEEK	\$ 10.00	\$ 13.38
POLYCART BACKYARD	\$ 20.00	\$ 11.38
EXTRA BAGS	\$ 3.00	NO CHARGE, YARD WASTE ONLY
ADDITIONAL CARTS	\$ 10.00	\$ 6.25
COMMERICAL POLYCART PER PICK UP	\$ 35.00	\$ 28.00
2 CY DUMPSTER 1X PER WEEK	\$ 91.00	\$ 45.00
2 CY DUMPSTER 2X PER WEEK	\$ 143.00	\$ 90.00
2 CY DUMPSTER 3X PER WEEK	\$ 189.00	\$ 135.00
2 CY DUMPSTER 4X PER WEEK	\$ 236.00	\$ 180.00
2 CY DUMPSTER 5X PER WEEK	\$ 282.00	\$ 225.00
2 CY DUMPSTER 6X PER WEEK	\$ 334.00	\$ 270.00
2 CY DUMPSTER 7X PER WEEK	\$ 534.00	\$ 315.00
3 CY DUMPSTER 1X PER WEEK	\$ 104.00	NO BID
3 CY DUMPSTER 2X PER WEEK	\$ 157.00	NO BID
3 CY DUMPSTER 3X PER WEEK	\$ 209.00	NO BID
3 CY DUMPSTER 4X PER WEEK	\$ 262.00	NO BID
3 CY DUMPSTER 5X PER WEEK	\$ 315.00	NO BID
3 CY DUMPSTER 6X PER WEEK	\$ 374.00	NO BID
3 CY DUMPSTER 7X PER WEEK	\$ 574.00	NO BID
4 CY DUMPSTER 1X PER WEEK	\$ 117.00	\$ 85.00
4 CY DUMPSTER 2X PER WEEK	\$ 170.00	\$ 115.00
4 CY DUMPSTER 3X PER WEEK	\$ 228.00	\$ 198.00
4 CY DUMPSTER 4X PER WEEK	\$ 286.00	\$ 253.00
4 CY DUMPSTER 5X PER WEEK	\$ 342.00	\$ 308.00
4 CY DUMPSTER 6X PER WEEK	\$ 400.00	\$ 363.00
4 CY DUMPSTER 7X PER WEEK	\$ 600.00	\$ 418.00
6 CY DUMPSTER 1X PER WEEK	\$ 130.00	\$ 100.00
6 CY DUMPSTER 2X PER WEEK	\$ 183.00	\$ 185.00
6 CY DUMPSTER 3X PER WEEK	\$ 249.00	\$ 250.00
6 CY DUMPSTER 4X PER WEEK	\$ 315.00	\$ 315.00
6 CY DUMPSTER 5X PER WEEK	\$ 380.00	\$ 380.00
6 CY DUMPSTER 6X PER WEEK	\$ 446.00	\$ 445.00
6 CY DUMPSTER 7X PER WEEK	\$ 646.00	\$ 510.00
8 CY DUMPSTER 1X PER WEEK	\$ 150.00	\$ 125.00
8 CY DUMPSTER 2X PER WEEK	\$ 216.00	\$ 245.00
8 CY DUMPSTER 3X PER WEEK	\$ 288.00	\$ 303.00
8 CY DUMPSTER 4X PER WEEK	\$ 361.00	\$ 378.00
8 CY DUMPSTER 5X PER WEEK	\$ 433.00	\$ 453.00
8 CY DUMPSTER 6X PER WEEK	\$ 512.00	\$ 528.00
8 CY DUMPSTER 7X PER WEEK	\$ 712.00	\$ 603.00
BULK ITEMS PER 8 CUBIC YARDS	\$97 OR \$30.75/ITEM	\$7.00/ITEM, LIMIT ONE PER MONTH
ADDITIONAL BAGS OTHER THAN RESIDENCE	\$ 3.00	NO BID

SOLID WASTE/RECYCLING COLLECTION, REMOVAL AND DISPOSAL SERVICES

ALL CITY FACILITIES (EXCEPTIONS BELOW:)

NO CHARGE

NO CHARGE

PW 20 YD DUMPSTER

\$60/MONTH + \$385/DUMP

NO CHARGE

SLUDGE REMOVAL

\$145/TON

\$45/TON

CURBSIDE RECYCLING SERVICE

AMERICAN WASTE

CENTRAL DISPOSAL

RESIDENTIAL POLYCART 1 X PER WEEK

\$5.00/CART/MONTH

NO BID

RESIDENTIAL POLYCART BACKYARD

\$15.00/CART/MONTH

NO BID

RESIDENTIAL ADDITIONAL CARTS

\$5.00/CART/MONTH

NO BID

COMMERICAL POLYCART PER PICK UP

\$ 30.00

NO BID

2 CY DUMPSTER 1X PER WEEK

\$ 82.00

NO BID

2 CY DUMPSTER 2X PER WEEK

\$ 128.00

NO BID

2 CY DUMPSTER 3X PER WEEK

\$ 174.00

NO BID

2 CY DUMPSTER 4X PER WEEK

\$ 220.00

NO BID

2 CY DUMPSTER 5X PER WEEK

\$ 266.00

NO BID

2 CY DUMPSTER 6X PER WEEK

\$ 312.00

NO BID

2 CY DUMPSTER 7X PER WEEK

\$ 512.00

NO BID

3 CY DUMPSTER 1X PER WEEK

\$ 84.00

NO BID

3 CY DUMPSTER 2X PER WEEK

\$ 130.00

NO BID

3 CY DUMPSTER 3X PER WEEK

\$ 176.00

NO BID

3 CY DUMPSTER 4X PER WEEK

\$ 222.00

NO BID

3 CY DUMPSTER 5X PER WEEK

\$ 268.00

NO BID

3 CY DUMPSTER 6X PER WEEK

\$ 314.00

NO BID

3 CY DUMPSTER 7X PER WEEK

\$ 514.00

NO BID

4 CY DUMPSTER 1X PER WEEK

\$ 87.00

NO BID

4 CY DUMPSTER 2X PER WEEK

\$ 133.00

NO BID

4 CY DUMPSTER 3X PER WEEK

\$ 179.00

NO BID

4 CY DUMPSTER 4X PER WEEK

\$ 225.00

NO BID

4 CY DUMPSTER 5X PER WEEK

\$ 271.00

NO BID

4 CY DUMPSTER 6X PER WEEK

\$ 317.00

NO BID

4 CY DUMPSTER 7X PER WEEK

\$ 517.00

NO BID

6 CY DUMPSTER 1X PER WEEK

\$ 92.00

NO BID

6 CY DUMPSTER 2X PER WEEK

\$ 138.00

NO BID

6 CY DUMPSTER 3X PER WEEK

\$ 184.00

NO BID

6 CY DUMPSTER 4X PER WEEK

\$ 230.00

NO BID

6 CY DUMPSTER 5X PER WEEK

\$ 276.00

NO BID

6 CY DUMPSTER 6X PER WEEK

\$ 322.00

NO BID

6 CY DUMPSTER 7X PER WEEK

\$ 522.00

NO BID

8 CY DUMPSTER 1X PER WEEK

\$ 100.00

NO BID

8 CY DUMPSTER 2X PER WEEK

\$ 153.00

NO BID

8 CY DUMPSTER 3X PER WEEK

\$ 205.00

NO BID

8 CY DUMPSTER 4X PER WEEK

\$ 258.00

NO BID

8 CY DUMPSTER 5X PER WEEK

\$ 310.00

NO BID

8 CY DUMPSTER 6X PER WEEK

\$ 363.00

NO BID

8 CY DUMPSTER 7X PER WEEK

\$ 563.00

NO BID