

THE HARTSHORNE PUBLIC WORKS AUTHORITY
MEETING AGENDA MINUTES
(Rescheduled from October 21,2024 due to lack of Quorum)
City of Hartshorne
307 S 12th Street
Hartshorne, OK 74547
Date: October 29, 2024
Time: 6:30 PM

Council Members, Paul Marean, Jessica Hackler, James Shaw, Jerry Earp, Sheryl Baker, David Spears, Gary Jackson, City Attorney, Joe Tate, Mayor, Ashley Faulkner, City Clerk, Kerry Porter, and City Treasurer, Renee Montgomery, Open to Public.

1. **Call to Order** Time 6:30

2. **Roll Call**

	1 <u> </u>
Paul Marean	2 <u>Present</u>
James Shaw	3 <u>Present</u>
Jessica Hackler	4 <u>Absent</u>
Jerry Earp	5 <u>Present</u>
Sheryl Baker	6 <u>Present</u>
Gary Jackson	7 <u>Present</u>
David Spears	8 <u>Present</u>

3. **Prayer** Jerry Earp

4. **Pledge of Allegiance**

5. **Reports**

- Financial Report in Packet Tracy unable to attend
- PCWA Board Members Report in packet
- PWA Maintenance Report
- Wastewater Plant Report Sewer project going well. The sewer line was too close to water line they raised it. They hit it and repaired it. Dry ground is causing leaks.
- PWA Billing Report in packet

6. **Consent Agenda**

- A. Approval of the minutes of the regular PWA meeting on 10/1//2024
- B. Approval to pay bills for the month of September.

Motion Passed

Motion Baker Second Shaw

Roll Call

	1 <u> </u>
Paul Marean	2 <u>Abstain- No</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Absent</u>
Jerry Earp	5 <u>Yes</u>
Sheryl Baker	6 <u>Yes</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

7. **Consideration of written communications.**

- A. Discussion, consideration, and possible action to approve the Holiday Schedule for the year 2025.

Motion Baker Second Jackson

Motion Passes

Roll Call

	1 <u> </u>
Paul Marean	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Absent</u>
Jerry Earp	5 <u>Yes</u>
Sheryl Baker	6 <u>Yes</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

- B.** Discussion, consideration, and possible action to approve Council Meeting Dates for the year 2025.
Changed due to Holiday Jan & Feb to following Tuesday March 17 changed to Monday March 10 due to Spring Break

Motion passed

Motion Baker Second Shaw

Tate Arrived

Roll Call

	1	<u> </u>
Paul Marean	2	<u>Yes</u>
James Shaw	3	<u>Yes</u>
Jessica Hackler	4	<u>Absent</u>
Jerry Earp	5	<u>Yes</u>
Sheryl Baker	6	<u>Yes</u>
Gary Jackson	7	<u>Yes</u>
David Spears	8	<u>Yes</u>

- C.** Discussion, consideration, and possible action to approve Pay station Electronic Bill Payment and Presentment (EBPP). This upgrade allows water customers to set up an account online, where they can view the bill online.

Motion Passed

Motion Baker Second Shaw

Mayor: this is an upgrade to make account holders able to see the water bill. \$30.00 per month
Billed from SSCI w/ pay station.

Roll Call

	1	<u> </u>
Paul Marean	2	<u>Yes</u>
James Shaw	3	<u>Yes</u>
Jessica Hackler	4	<u>Absent</u>
Jerry Earp	5	<u>Yes</u>
Sheryl Baker	6	<u>Yes</u>
Gary Jackson	7	<u>Yes</u>
David Spears	8	<u>Yes</u>

8. Ordinances

A. Discussion, consideration, and possible action to amend Chapter 19 Public Utilities and other Enterprises, Article 1, Section 19-4 Deposit for Water Service

Ordinance No: 10.21.24 A, with an Emergency Clause.

Every applicant for water service shall make a deposit of One hundred and fifty dollars (\$150.00) for Rental, Commercial and Residential water service, in addition to the twenty-five dollar (\$25.00) turn on fee per water service account established and shall not be granted such service until he shall have paid to the city clerk such deposit. The name under which such application is made shall be the responsible party for the meter. The deposit shall serve as a guarantee for the payment of charges for water service and other amounts owed to the city in connection with the water service. When a customer's water service is discontinued, the deposit or any part of such amount deposited which remains after all such charges and amounts due the city has been satisfied, shall be returned to the customer. (Ord. 378A, Sec. 2)

Amended to:

Every applicant for water service shall make a deposit of two hundred dollars (\$200.00) for Rental, Commercial and Residential water service, in addition to the fifty dollar (\$50.00) turn on fee per water service account established and shall not be granted such service until he shall have paid to the city clerk such deposit. The name under which such application is made shall be the responsible party for the meter. The deposit shall serve as a guarantee for the payment of charges for water service and other amounts owed to the city in connection with the water service. When a customer's water service is discontinued, the deposit or any part of such amount deposited which remains after all such charges and amounts due the city has been satisfied, shall be returned to the customer. (Ord. 378A, Sec. 2)

Motion Shaw Second Jackson

Roll Call

Motion Passed

	1 <u> </u>
Paul Marean	2 <u>No</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Absent</u>
Jerry Earp	5 <u>Yes</u>
Sheryl Baker	6 <u>Yes</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>No</u>

- B. Discussion, consideration, and possible action to approve the Emergency Clause on Ordinance 10.21.24A, with it being immediately necessary for the preservation of the public peace, health, and safety of the City or Town of Hartshorne, Oklahoma and the inhabitants thereof, an emergency is thereby dedicated to exist, By reason whereof it is necessary that this Ordinance shall go into full effect and be of force immediately upon passage and publication.

Motion Jackson Second Baker

Roll Call

Motion Fails 2\3 votes needed

	1 <u> </u>	
Paul Marean	2 <u>No</u>	
James Shaw	3 <u>Yes</u>	
Jessica Hackler	4 <u> </u>	Jessica arrives
Jerry Earp	5 <u>Yes</u>	
Sheryl Baker	6 <u>Yes</u>	
Gary Jackson	7 <u>Yes</u>	
David Spears	8 <u>No</u>	

- C. Discussion, consideration, and possible action to amend Chapter 19 Public

Utilities and other Enterprises, Article 1 Water Services, Section 19-4A Water Turn on Fee, Ordinance No: 10.21.24 B, with an Emergency Clause.

A fee of \$25.00 will be charged for the first time that a resident's water is turned off for non-payment. Upon the second occurrence the fee shall be \$45.00. For a third water shut off for nonpayment, the fee shall be \$65.00. This will be based on a 12-month period of turn-offs. An additional \$100.00 deposit, in addition to the \$65.00 will be required for habitual offenders.

Amendment to:

Water Turn-on Fees and Turn Off Fees on resident's water for non-payment of \$75.00 Upon second occurrence fee shall be \$95.00. For the third water shut off for nonpayment, the fee shall be \$115.00. This will be based on a 12 Month period of turn offs. An additional \$150.00 deposit, in addition to the \$115.00 will be required for habitual offenders.

Motion Baker Second Shaw

Roll Call

Motion to Table

	1 <u> </u>	
Paul Marean	2 <u>Yes</u>	6. Sheryl Baker <u>Yes</u>
James Shaw	3 <u>Yes</u>	7. Gary Jackson <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>	8. David Spears <u>Yes</u>
Jerry Earp	5 <u>Yes</u>	

D. Discussion, consideration, and possible action to approve the Emergency Clause on Ordinance 10.21.24B, with it being immediately necessary for the preservation of the public peace, health, and safety of the City or Town of Hartshorne , Oklahoma and the inhabitants thereof, an emergency is thereby dedicated to exist, By reason whereof it is necessary that this Ordinance shall go into full effect and be of force immediately upon passage and publication.

Strike

Motion _____ Second _____

Roll Call

	1 _____
Paul Marean	2 _____
James Shaw	3 _____
Jessica Hackler	4 _____
Jerry Earp	5 _____
Sheryl Baker	6 _____
Gary Jackson	7 _____
David Spears	8 _____

E. Discussion, consideration, and possible action to approve amending Chapter 19. Public Utilities and Other Enterprises. Article 1, Section 19-7 Water rates. Ordinance 10.21.24 C.

Residential Rates:

Minimum Bill (base rate) \$29.50 for 1000 gallons

3000 gallons for \$7.00 per 1000 gallons

6000 gallons for \$8.00 per 1000 gallons

10000 gallons for \$9.00 per 1000 gallons

19999 gallons for \$10.00 per 1000 gallons

Commercial Rates

Minimum Bill (base rate) \$32.50 for 1000 gallons

3000 gallons for \$7.50 per 1000 gallons

6000 gallons for \$8.50 per 1000 gallons

10000 gallons for \$9.50 per 1000 gallons

19999 gallons for \$10.50 per 1000 gallons

Amended to:

Residential Rates:

Minimum Bill (base rate) \$36.86 for 1000 gallons

3000 gallons for \$8.75 per 1000 gallons

6000 gallons for \$10.00 per 1000 gallons

10000 gallons for \$11.25 per 1000 gallons

19999 gallons for \$12.50 per 1000 gallons

Commercial Rates

Minimum Bill (base rate) \$40.63 for 1000 gallons

3000 gallons for \$9.38 per 1000 gallons

6000 gallons for \$10.63 per 1000 gallons

10000 gallons for \$11.88 per 1000 gallons

19999 gallons for \$13.13 per 1000 gallons

Motion Spears Second Marean

Roll Call

	1 <u> </u>
Paul Marean	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>No</u>
Jerry Earp	5 <u>Yes</u>
Sheryl Baker	6 <u>No</u>
Gary Jackson	7 <u>No</u>
David Spears	8 <u>Yes</u>

**Motion to raise 10%
Bring back in November
Motion Passes**

Mayor: they are a little steep. Baker can we present a lower %, Mayor: give the % you want. Baker said when she first got on council that lien holders can make you raise more, whatever we do needs to go off financials until I can see what the financials actually we are can go 12.5%. Spears motions to do 10%

**F. Discussion, consideration, and possible action to approve amending Chapter 12,
Article 5, Section 12-36 Rate schedule for Sewer Use. Ordinance No: 10.21.24 D.**

A. Residential Sewer Rate:

1. \$21.81 minimum for the first 1,000 gallons of water used;
2. \$1.43 per 1,000 gallons for the next 1,000 gallons of water used;
3. \$1.73 per 1,000 gallons for the next 1,000 gallons of water used;
4. \$2.02 per 1,000 gallons for the next 1,000 gallons of water used;
5. \$2.30 per 1,000 gallons for all over 4,000 gallons of water used;

B. Commercial Sewer Rate:

1. \$30.04 minimum for the first 1,000 gallons of water used;
2. \$1.43 per 1,000 gallons for the next 1,000 gallons of water used;
3. \$1.79 per 1,000 gallons for the next 1,000 gallons of water used;
4. \$2.00 per 1,000 gallons for the next 1,000 gallons of water used;
5. \$2.19 per 1,000 gallons for all over 4,000 gallons of water used; (See also Section 19-26)

Amended to:

A. Residential Sewer Rate:

1. \$27.26 minimum for the first 1,000 gallons of water used;
2. \$1.78 per 1,000 gallons for the next 1,000 gallons of water used;
3. \$2.16 per 1,000 gallons for the next 1,000 gallons of water used;
4. \$2.52 per 1,000 gallons for the next 1,000 gallons of water used;
5. \$2.87 per 1,000 gallons for all over 4,000 gallons of water used;

B. Commercial Sewer Rate:

1. \$37.55 minimum for the first 1,000 gallons of water used;

2. \$1.78 per 1,000 gallons for the next 1,000 gallons of water used;
3. \$2.23 per 1,000 gallons for the next 1,000 gallons of water used;
4. \$2.50 per 1,000 gallons for the next 1,000 gallons of water used;
5. \$2.73 per 1,000 gallons for all over 4,000 gallons of water used; (See also Section 19-26)

Motion Spears Second Marean

Roll Call

**Spears Motions 10% Bring back in November
Motion Passes**

	1 <u> </u>
Paul Marean	2 <u>Yes</u>
James Shaw	3 <u>Abstain- No</u>
Jessica Hackler	4 <u>No</u>
Jerry Earp	5 <u>Yes</u>
Sheryl Baker	6 <u>No</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

G. Discussion, consideration, and possible action to approve amending Chapter 20, ARTICLE 2 FEES, SECTION 20-8 SOLID WASTE DISPOSAL. Ordinance 10.21.24 E

Section 20-8 Fees to be Charged

A. Poly Carts

1. 1- Resident Poly Cart-\$28.56
2. 2- Resident Poly Cart -\$31.89
3. 3- Resident Poly Cart- \$35.24
4. T-14 Business Poly Cart- \$34.94
5. T-15 Business Poly Cart- \$59.88 (2 times per week)

B. Dumpsters

1. 2 Yard- \$77.42 (1 time a week)
2. 2 Yard -\$148.84 (2 times per week)
3. T3A Yard-\$109.68 (1 times per week)
4. 4 Yard- \$137.42 (1 tome per week)
5. 4 Yard-\$268.84 (2times per week)
6. 6 Yard- \$192.88 (1times per week)
7. 6 Yard-\$379.76(2times per week)
8. 8 Yard T-12-\$266.84(1times per week)

9. 8 Yard T-13-\$527.68 (2times per week)
10. T-18-\$730.56
11. T-19-\$907.44
12. Extra Trash per Yard- \$15.00

AMENDMENT TO

Poly Carts

1. 1- Resident Poly Cart-\$35.70
2. Resident Poly Cart -\$39.86
3. Resident Poly Cart- \$44.05
4. T-14 Business Poly Cart- \$43.68
5. T-15 Business Poly Cart- \$74.85 (2 times per week)

Dumpsters

1. 2 Yard- \$96.78 (1 time a week)
2. 2 Yard -\$186.05 (2 times per week)
3. T3A Yard-\$137.10 (1 times per week)
4. 4 Yard- \$171.78(1 tome per week)
5. 4 Yard-\$336.05 (2times per week)
6. 6 Yard- \$241.10 (1times per week)
7. 6 Yard-\$474.70(2times per week)
8. 8 Yard T-12-\$333.55(1times per week)
9. 8 Yard T-13-\$659.60(2times per week)
10. T-18-\$913.20
11. T-19-\$1,134.30
12. Extra Trash per Yard- \$18.75

Motion Baker Second Hackler

Roll Call

**Motion to leave as is
Motion Passes**

	1 <u> </u>
Paul Marean	2 <u>Yes</u>
James Shaw	3 <u>Yes</u>
Jessica Hackler	4 <u>Yes</u>
Jerry Earp	5 <u>Yes</u>
Sheryl Baker	6 <u>Yes</u>
Gary Jackson	7 <u>Yes</u>
David Spears	8 <u>Yes</u>

H. Discussion, consideration, and possible action to meet collateral needs for the five-year loan for past due payroll taxes as requested by City CPA.

Strike

Motion _____ Second _____

Roll Call

	1 _____
Paul Marean	2 _____
James Shaw	3 _____
Jessica Hackler	4 _____
Jerry Earp	5 _____
Sheryl Baker	6 _____
Gary Jackson	7 _____
David Spears	8 _____

Mayor we only have estimate we need total. Collateral cannot be property

I. Business not previously considered at the time of Agenda.

Adjournment: 7:12

This agenda was filed in the office of the City Clerk and posted by 4:00PM on 10/17/2024, at the following locations.

- 1000 Pennsylvania Ave. Hartshorne, OK 74547
- 307 S 12th Street, Hartshorne, OK 74547
- Online at www.cityofhartshorne.com under GOVERNMENT, Meetings and Agendas 2024

By Kerry Porter, Clerk


Clerk

SEAL

