Agenda posted on Durant City Hall Entry Door at 3:25 p.m. on Friday, December 4, 2015.

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE DURANT CITY UTILITIES AUTHORITY OF DECEMBER 8, 2015 AT 4:00 PM, ROSCOE J. HATFIELD COUNCIL CHAMBERS, DURANT CITY HALL

CALL TO ORDER

Meeting was called to order at 7:51 PM by Chairman Stewart Hoffman.

ROLL CALL

Present:	Trustee Chad Hitchcock	City Attorney Pat Phelps
	Trustee Jerry L. Tomlinson	City Manager Sarah Sherrer
	Vice-Chairman Destry Hawthorne	Secretary Cynthia Price
	Chairman Stewart Hoffman	*(*denotes partial attendance)*

Absent: Trustee Billy L. Orr

Chairman Hoffman stated that they did have a quorum.

ORDER OF BUSINESS

1. **Consent Items**
   a. Consider Approval of Minutes of The Durant City Utilities Authority Regular Meeting of November 10, 2015
   b. Consider Approval of Claims for November, 2015
   c. Consider Approval of Sixth Amended Promissory Note and Loan Agreement (CDBG-EDIF Contract No. 12101 CDBG ED 05) with the Oklahoma Department of Commerce for Construction of an Industrial Access Road and Rail Spur to Support Durant Biofuels, LLC

   Chairman Hoffman asked that Item 1.c. be removed from the Consent Items for further discussion under Item 2.

   Motion made by Trustee Hitchcock and seconded by Vice-Chairman Hawthorne to approve Items 1.a. and 1.b. as presented. Motion Passed with the following vote:
   Ayes: Hitchcock, Tomlinson, Hawthorne, Hoffman

2. **Consider Items Removed from Consent**

   c. Consider Approval of Sixth Amended Promissory Note and Loan Agreement (CDBG-EDIF Contract No. 12101 CDBG ED 05) with the Oklahoma Department of Commerce for Construction of an Industrial Access Road and Rail Spur to Support Durant Biofuels, LLC

   Chairman Hoffman stated that this is an extension or a decrease in the payment that is due to the Oklahoma Department of Commerce and is the sixth amended promissory note and loan agreement which will reduce the monthly payment from $1,666.67 to $354.17 for an additional twelve months.

Motion made by Chairman Hoffman and seconded by Vice-Chairman Hawthorne to approve the sixth amended promissory note and loan agreement (CDBG-EDIF Contract No. 12101 CDBG ED 05). Motion Passed with the following vote:
Ayes: Hitchcock, Tomlinson, Hawthorne, Hoffman

3. Information Items

a. Water and Sewer Line Maintenance Report – November, 2015
b. Monthly Utility Billing, Cash Collections and Consumption Summary – November, 2015
c. Solid Waste & Landfill Monthly Report – November, 2015
d. Water Treatment Plant Monthly Report – November, 2015
e. Projects Schedule Report for November, 2015
f. Water Treatment Plant Monthly Operations Report – November, 2015
g. Water Treatment Plant Monthly Report – November, 2015
h. Wastewater Treatment Plant Monthly Report for Laboratory and Projects – November, 2015

This was for information only. No action was necessary.

4. Administration

a. Consider Approval of Resolution 2015-38 to Adjust the Utility Rate Structure Adopted by Resolution 2015-24 and Suspend Scheduled Utility Rate Increases for the Fiscal Year 2016-17 and 2017-18

City Manager Sarah Sherrer presented this item, stating that this resolution will adjust the utility rate structure adopted by Resolution 2015-24 and suspend scheduled utility rate increases for the fiscal years 2016-17 and 2017-18. Ms. Sherrer explained the rate increases and how they were determined for the various services.

Motion made by Vice-Chairman Hawthorne and seconded by Trustee Hitchcock to approve Resolution No. 21015-38. Motion Passed with the following vote:
Ayes: Hitchcock, Hawthorne, Hoffman
Nays: Tomlinson

ADJOURNMENT

Motion made by Trustee Hitchcock and seconded by Vice-Chairman Hawthorne to adjourn. Motion Passed with the following vote:
Ayes: Hitchcock, Tomlinson, Hawthorne, Hoffman