

**MINUTES OF THE MEEETING OF THE  
TONKAWA MUNICIPAL AUTHORITY  
MAY 20, 2025**

Pursuant to notice as required by law, the Board of Trustees of the Tonkawa Municipal Authority met in regular session at 5:30 p.m. in the City Council Room, 115 S. 7<sup>th</sup> Street, with Chairman Stacy Burns presiding.

**Present:** Stacy Burns, Chairman  
Charles Conaghan, Trustee  
Reese Simpson, Trustee  
Nicholas Payne, Trust Manager  
Brenda Wooderson, Secretary

**Absent:** Brandt Harris, Trustee  
Kenneth Smith, Trustee

**1. CALL TO ORDER**

Chairman Stacy Burns called the meeting to order at 6:41 p.m.

**2. Approval of Minutes from April 15, 2025, Regular Meeting (No motion is necessary)**

**3. Approval of Claims.**

**Motion Made By:** Conaghan to approve claims as presented.  
**Motion Seconded By:** Burns.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

**4. Review, Discussion and Action Regarding:**

**4A. Discuss and Consider Approval of the fiscal year budget 2025-26 for Tonkawa Municipal Authority Fund.**

**Motion Made By:** Burns to approve.  
**Motion Seconded By:** Simpson.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

**4B. Consider Approval of TMA RESOLUTION 2025-05-02**

*A RESOLUTION OF THE CHAIRMAN AND BOARD OF TRUSTEES OF THE TONKAWA MUNICIPAL AUTHORITY ADOPTING THE OPERATING BUDGETS FOR THE FISCAL YEAR 2025-26.*

**Motion Made By:** Burns to approve.  
**Motion Seconded By:** Simpson.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

**4C. Consider Approval of TMA RESOLUTION 2025-05-03**

*A RESOLUTION OF THE CHAIRMAN AND BOARD OF TRUSTEES OF THE TONKAWA MUNICIPAL AUTHORITY AMENDING AND ESTABLISHING THE UTILITY RATE SCHEDULE FOR UTILITY CUSTOMERS.*

**Motion Made By:** Burns to approve Resolutions 4C, 4D, 4E and 4F.  
**Motion Seconded By:** Simpson.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

4D. Consider Approval of TMA RESOLUTION 2025-05-04

*A RESOLUTION OF THE CHAIRMAN AND BOARD OF TRUSTEES OF THE TONKAWA MUNICIPAL AUTHORITY AMENDING AND ESTABLISHING THE SOLID WASTE COLLECTION AND DISPOSAL RATES FOR UTILITY CUSTOMERS.*

4E. Consider Approval of TMA RESOLUTION 2025-05-05

*A RESOLUTION OF THE CHAIRMAN AND BOARD OF TRUSTEES OF THE TONKAWA MUNICIPAL AUTHORITY (TMA) AMENDING AND ESTABLISHING THE NATURAL GAS RATES FOR UTILITY CUSTOMERS.*

4F. Consider Approval of TMA RESOLUTION 2025-05-06

*A RESOLUTION OF THE CHAIRMAN AND BOARD OF TRUSTEES OF THE TONKAWA MUNICIPAL AUTHORITY (TMA) PROVIDING FOR A THREE PERCENT (3%) INCREASE TO RESIDENTIAL AND COMMERCIAL DISTRIBUTED GENERATION CUSTOMER'S RATE ACCORDING TO SECTION 17-610 OF THE TONKAWA MUNICIPAL CODE 2017 ENTITLED "RESIDENTIAL AND COMMERCIAL DISTRIBUTED GENERATION CUSTOMER'S RATE" ESTABLISHING A RATE AND CUSTOMER CHARGE FOR WIND, SOLAR AND/OR OTHER GRID-CONNECTED NON-UTILITY OWNED ELECTRIC GENERATION PRODUCING ELECTRIC CUSTOMERS.*

4G. Consider Approval of Invoice no. 04072624.00-3 Dated April 17, 2025, from Parkhill Engineering in the Amount of \$25,993.75 for Tonkawa WWTP Improvements.

Motion Made By: Conaghan to approve.  
Motion Seconded By: Simpson.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

4H. Consider Approval of Invoice from Hetrick Electric in the Amount of \$30,705.00 for Installation of Generator at Water Wells.

Motion Made By: Conaghan to approve payment of invoice.  
Motion Seconded By: Simpson.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

**4I. Consider Approval of Invoice from Sunbelt Solomon Services for 1500 KVA Transformer for the Tonkawa Foundry.**

**Motion Made By:** Burns to approve.  
**Motion Seconded By:** Simpson.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

**4J. Consider Approval of Invoice from Worth Hydrochem for Tonkawa Scada System.**

**Motion Made By:** Burns to approve.  
**Motion Seconded By:** Simpson.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

**4K. Consider Approval of Change Order #1 in the Increase Amount of \$145,165.00 to B&H Construction for Project US HWY 77 Waterline Relocation, ODOT JP-33362, 41505.23.**

**Motion Made By:** Burns to approve.  
**Motion Seconded By:** Simpson.

|                  | Ayes | Nays | Abstain |
|------------------|------|------|---------|
| Trustee Harris   |      |      |         |
| Trustee Conaghan | X    |      |         |
| Chairman Burns   | X    |      |         |
| Trustee Simpson  | X    |      |         |
| Trustee Smith    |      |      |         |

**4L. Presentation from Ryan McDonald on Infrastructure Projects.**

Ryan McDonald, City Engineer, discussed current projects and timelines of completion.

**5. Trust Attorney's Report -No Report.**

## 6. Trust Manager's Report

Nick Payne, Trust Manager, gave the following report.

1. Public Works Employees attended Water Certification Training in Pawhuska.

- Four (4) Employees Class-D Certification.

- Three (3) Employees Wastewater Certification (Week of May 26th).

2. Applications are being received to fill the Utility Billing Clerk Position vacated by the retirement of Michelle Cain.

## 7. Adjourn.

The Tonkawa Municipal Authority Meeting was adjourned at 7:17 p.m.

*PASSED IN SESSION AND APPROVED THIS 17<sup>TH</sup> DAY OF JUNE 2025.*

ATTEST:



*Stacy B.*  
CHAIRMAN

*Brenda K Wooderson*  
SECRETARY