



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

**AGENDA - REGULAR MEETING**  
**COWETA PUBLIC WORKS AUTHORITY**  
**COWETA CITY HALL, 310 S. BROADWAY**  
**IMMEDIATELY FOLLOWING THE MEETING**  
**OF THE COWETA CITY COUNCIL**  
**MONDAY, NOVEMBER 1, 2021 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 act on an agenda item after comments from staff and the Trust Authority have been heard.

I. CALL TO ORDER

II. CONSENT

(All matters under the "Consent Calendar" are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from consent by request.)

1. MINUTES OF THE REGULAR MEETING

APPROVAL OF THE MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY REGULAR MEETING HELD ON OCTOBER 4, 2021. (JULIE CASTEEN, ASSISTANT TRUST MANAGER)

Documents:

[211004 MINUTES OF THE PWA.PDF](#)

2. SURPLUS PROPERTY

APPROVAL OF A DECLARATION OF SURPLUS FOR TWO PROPANE TANKS, AND AUTHORIZATION FOR THE TRUST MANAGER TO DISPOSE OF ACCORDINGLY. (WES RICHTER, PUBLIC WORKS DIRECTOR)

Documents:

[SURPLUS PROPANE TANKS.PDF](#)

III. OLD BUSINESS

IV. NEW BUSINESS

(Business which was not foreseen prior to the posting of the agenda.)

V. 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.**

**MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY REGULAR MEETING  
OCTOBER 4, 2021 8:44 P.M.**

The Trustees of the Coweta Public Works Authority met in regular session on Monday, October 4, 2021 at 8:44 p.m. following the meeting of the Coweta City Council at the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

**TRUSTEES PRESENT:** Evette Young, Harold Chance, Naomi Hogue, Logan Brown.

**TRUSTEES ABSENT:** Randy Woodward.

**I. CALL TO ORDER**

The meeting was called to order by Chairman Young.

**II. ROLL CALL**

Roll call taken. Trustees were present as shown above.

**III. CONSENT**

Motion by Harold Chance, second by Logan Brown to approve the consent calendar items:

1. Affirmation of the action taken by the Coweta City Council as it pertains to the approval of the City of Coweta 2022 Meeting schedules and 2022 Holiday Calendar.
2. Minutes of the Coweta Public Works Authority Regular Meeting held on September 13, 2021.
3. Affirmation of the action taken by the Coweta City Council pertaining to an employment agreement with Roger Kolman as Trust Manager.

Aye: Harold Chance  
Logan Brown  
Evette Young  
Naomi Hogue

**IV. NEW BUSINESS**

There was no new business.

**V. ADJOURNMENT**

Chairman Young adjourned the meeting at 8:44 p.m.

**MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY REGULAR MEETING  
OCTOBER 4, 2021 8:44 P.M.**

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Evette Young, Chairman

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Julie Casteen, Trust Secretary

**CITY OF COWETA/COWETA PUBLIC WORKS AUTHORITY  
SURPLUS PROPERTY DECLARATION AUTHORIZATION**

This form is required to dispose of any City/Authority surplus property. Department Head completes this form and submits it to the City Manager.

Department: PWA - Water Department Contact: WES Date: 10-27-2021

Items Requested to be Surplused: 2 propane tanks

ID/Asset Tag Number: \_\_\_\_\_

PROPERTY DESCRIPTION	CONDITION	DATE PURCHASED	Approximate Current Value
1000gal propane tank	<input type="checkbox"/> Excellent	<u>unknown</u>	<u>1,000</u>
500gal propane tank	<input type="checkbox"/> Good <input checked="" type="checkbox"/> Fair <input type="checkbox"/> Poor	<u>PURCHASE PRICE</u> <u>unknown</u>	

Reason for being surplused:  
No longer needed at Water Plant.

Has it been offered for transfer to another Department within the City: Yes  No

Has it been offered for transfer to another agency within the State: Yes  No  If so, to whom:

Name of agency: \_\_\_\_\_

Sold for scrap metal: Yes  No  If yes, to whom: \_\_\_\_\_

Amount received: \_\_\_\_\_

-----FINANCE USE ONLY-----

Date placed on surplus website: \_\_\_\_\_ Did item sell: Yes  No

Date Sold: \_\_\_\_\_ Amount received: \$ \_\_\_\_\_

Name, Address, and Telephone Number of Buyer: \_\_\_\_\_

Item ready to be released to buyer with a copy of receipt attached: Yes  No  Date: \_\_\_\_\_

City Manager approval of the request for surplus: \_\_\_\_\_ Date: \_\_\_\_\_

Date surplus approved by City Council/Trustees: \_\_\_\_\_

Date, Amount, and receipt of funds from Public Surplus:  
\_\_\_\_\_

Date Insurance Cancelled: \_\_\_\_\_

Date Removed from Fixed Assets: \_\_\_\_\_