

# **AGENDA**

Special Public Works Authority Meeting  
Fort Cobb Municipal Building  
125 E. Main Street, Fort Cobb, Oklahoma  
June 27<sup>th</sup>, 2022-Immediately After Town Meeting

## **1. PRELIMINARY**

1.1. Call to Order

1.2. Roll Call

## **2. AGENDA**

2.1. Discuss/Consider/Approve/Disapprove the new rates for Meter installation.

2.2. Discuss/Consider/Approve/Disapprove changing Ordinance Article 8 Chapter 16 Section 16-12 Water service payments shall be due and paid in full on the 10<sup>th</sup> of the month following billing; any unpaid accounts are subject to service disconnection. A reconnection fee in the amount of \$50.00 along with the full amount of overdue billings owed shall be paid prior to the reconnection of water services.

2.3. Discuss/Consider/Approve/Disapprove changing Ordinance Article 8 Section 16-90 to remove the 20 days to agree with Chapter 16 section 16-12.

2.4. Discuss/Consider/Approve/Disapprove all water plan agreements must be approved by the Board of Trustees.

2.5. Discuss/Consider/Approve/Disapprove monthly purchase orders for 2022-2023.

2.6. New Business not known within 24 hours.

2.7. Comments of Board Members

## **2.8. ADJOURN**



Lynda Goombi, City Clerk

Posted at the Fort Cobb Municipal Building this 23<sup>rd</sup> day of June 2022 at 3:15 pm. In compliance with Title 25 OSS 301.314.

Lynda Goombi

Lynda Goombi, City Clerk



**CHAPTER 16 - PUBLIC FACILITIES AND UTILITIES**

**Article 1. Municipal Utility Systems**

**Section 16-1. Municipal Utility Systems.**

The Town of Fort Cobb, Oklahoma, provides water, sewer and solid waste services for the residents of said Municipality.

**Section 16-2. Use of Municipal Utility Systems.**

Every residential inhabitant within the corporate limits of the Town of Fort Cobb, Oklahoma, and every commercial or business entity or enterprise who may practically do so, shall secure all of its potable water requirements from the Water system owned by said Town; connect to the Sanitary Sewer System owned by said Town, and not otherwise dispose of sewage, unless it is impossible or not feasible to do so; and utilize the Municipal Solid Waste Collection and Disposal System, unless said service is not offered. Nothing herein shall prohibit or require the Board of Trustees of the Town of Fort Cobb, Oklahoma, upon the request of a property owner or upon its own determination to grant a variance or exception to the provisions of this Section.

**Article 2. Municipal Water System**

**Section 16-10. Mandatory Use of Municipal Water System.**

- A. The owners of all houses, buildings or properties used for human occupancy, employment, education, recreation or other purposes, situated within the Town of Fort Cobb, Oklahoma, and abutting on any street, alley or right-of-way in which there is now located, or may in the future be located, a Municipal water line, are hereby required, at their expense, to connect their facility with the proper Municipal water line (in accordance with all Municipal requirements) and pay all Municipal fees and use charges therefor, within one hundred twenty (120) days after the date of official Municipal notice to do so; provided, that, the Municipal water line is within three hundred (300) feet of the property line. Nothing herein shall prohibit or require the Board of Trustees of the Town of Fort Cobb, Oklahoma, upon the request of a property owner or upon its own determination to grant a variance or exception to the provisions of this Subsection.
- B. It shall be hereinafter unlawful for any person to maintain or establish a private water well to serve a facility, unless said person shall first be connected to the Municipal Water system and pay the monthly water fees and charges; provided, that, said person also meets all the requirements for mandatory hook-up established in Subsection A (above).
- C. No unauthorized person shall make any connections with any Municipal water line without first having made application therefor to the Town Clerk-Treasurer, and without first having paid the established fee.
- D. Where a Municipal water line does not lie within three hundred (300) feet of the property line, or is not scheduled to be placed within three hundred (300) feet of the property line in the near future (1-5 years), and individual may utilize or establish a private water well without connection to the Municipal Water

System and therefore, without payment of the Municipal Water System fees and charges.

- E. All persons receiving water services in or out of the corporate boundaries of the Town of Fort Cobb, Oklahoma, must have a working water meter installed and operating, and approved by the Municipal Government, at each individual residence, other building or account; all sales outside said corporate boundaries after the date of the adoption of this Code of Ordinances, shall be on the basis of a Water Sales contract. Nothing herein shall prohibit or require the Board of Trustees of the Town of Fort Cobb, Oklahoma, upon the request of a property owner or upon its own determination to grant a variance or exception to the provisions of this Subsection.
- F. The requirements of this Section shall not apply to persons currently being served directly by an existing Rural Water District.

**Section 16-11. Tampering With or Injuring Municipal Water System.**

- A. It shall be unlawful for any person to injure or deface, or in any way tamper with, any portion of the Municipal Water System, or to turn the water off or on from any main at any time or place, unless said person is duly authorized so to do by the Fort Cobb Public Works Authority.
- B. Every person who violates the provisions of this Section shall be guilty of an offense and, upon conviction thereof, shall be fined in an amount of at least \$250.00 and not to exceed \$500.00. Every day upon which a violation continues shall be deemed a separate offense.

**Section 16-12. Water Rates, Fees and Charges.**

- A. Water rates shall be set by motion of the Town Board of Trustees.
- B. Water service payments shall be due on the 10<sup>th</sup> of the month following billing; notices shall be sent and service disconnected if overdue amounts are not paid by the 10<sup>th</sup> of the next following month. A reconnection fee in the amount of \$50.00 along with the full amount of overdue billings owed shall be paid prior to the reconnection of water services.
- C. The Water Tap Fee shall be set by motion of the Town Board of Trustees.

**Section 16-13. Permits for Water Wells.**

- A. In order to protect the Town's water supply and the financial security of the Municipal Water Supply System, it shall be unlawful for any person, firm or corporation to have or drill a new water well within the corporate limits of the Town of Fort Cobb, Oklahoma, without first having obtained a Permit to do so from the Office of the Town Clerk-Treasurer. Said Permit shall be issued, for a fee to be established by motion of the Town Board of Trustees, upon written agreement by the applicant to the following conditions:
  - 1. That there be no re-sale of water obtained from any well;



- A. For any user, when the BOD exceeds \*250 mg/l, the suspended solids exceeds \*250 mg/l, or when other pollutant concentrations exceed the range of concentrations of these pollutants in normal domestic sewage, a surcharge shall be added to the basic charge. This surcharge shall be calculated by the following formula. \*Maximum limit for average domestic waste.

$$Cs = (Bc (B) + Sc (S) + Pc (P) Vu$$

- B. Symbols and definitions shall be as follows:

1. Cs = A surcharge for wastewaters of excessive strength.
2. Bc = O&M cost for treatment of a unit of biochemical oxygen demand (BOD).
3. B = Concentration of BOD from a user above a base level.
4. Sc = O&M cost for treatment of a unit of suspended solids (SS).
5. S = Concentration of SS from a user above a base level.
6. Pc = O&M cost for treatment of a unit of any pollutant.
7. P = Concentration of any pollutant from a user above a base level.
8. Vu = Volume contribution from a user per unit of time.

#### Section 16-85. Review and Revision.

The User Charge Article shall be reviewed no less than once every year, in March, regarding the wastewater contribution of users and user classes, the total costs of the operation and maintenance of the treatment works, and its approved User Charge System. The charges for users or user classes shall be revised to accomplish the following:

- A. Maintain the proportionate distribution of operation and maintenance costs among users and user classes;
- B. Generate sufficient revenue to pay the total operation and maintenance costs necessary to the proper operation (including replacement) of the treatment works; and
- C. Apply excess revenues collected from a class of users to the costs of operation and maintenance attributable to that class for the next year, and the rates shall be adjusted accordingly.

#### Section 16-86. Toxic Pollutants Charges.

Each user that discharges any toxic pollutants which cause an increase in the cost of managing the effluent or the sludge of the treatment works shall pay for such increased costs.

#### Section 16-87. Notification.

Each user shall be notified at least annually, in conjunction with the regular bill, of the sewer use rate and the portion of the user charges which are attributable to wastewater treatment services. Costs shall be broken down to show the operation and maintenance costs attributable to that user.

#### Section 16-88. Charges For Extraneous Flows.

The costs of operation and maintenance for all flows not directly attributable to users (such as infiltration/flow) shall be distributed among users on the same basis as operation and maintenance charges.

#### Section 16-89. Records.

A record-keeping system shall be established and maintained by the Town Clerk-Treasurer of the Town of Fort Cobb, Oklahoma, to document compliance with Federal Regulations pertaining to the User Charge Article.

#### Section 16-90. Billing.

Users will be billed on a monthly basis with payment due twenty (20) days after the date of billing. Users on metered water services will be billed on the same notice as water charges and will be designated as a separate entry. Users of the wastewater system not on metered water service will be billed monthly on an individual notice for wastewater service at the rate established by the Town Board of Trustees. Users with delinquent accounts of twenty (20) days will be notified in writing by the Utility Superintendent that water and/or wastewater services will be terminated unless the account is paid in full.

### Article 9. Miscellaneous Provisions.

#### Section 16-100. Turning on Utilities.

- A. It shall be unlawful for any person to turn a utility on to any premises from any Municipal Utility System, without written permission of the Town Clerk-Treasurer. Utilities shall not be turned on until any and all deposits and charges have been paid. The Town Clerk-Treasurer shall see that the utility is turned on when all requirements for service have been complied with.
- B. When a utility has been turned off by Municipal personnel, it shall not be turned on again without written permission of the Town Clerk-Treasurer.

#### Section 16-101. No Service Connection Until Bills Have Been Paid; Cut-Offs.

- A. A person owing delinquent Municipal utility bills or other charges in connection with any Municipal Utility System shall not be extended additional services until such bills and charges have been paid.
- B. Utilities may be cut off and service discontinued for any of the following reasons:
  1. Violation of any Ordinance provision relating to any Municipal Utility or Service System, or violation of any Ordinance provision or any provision of a Code adopted by reference, relating to water and sanitary plumbing or electrical installations, as the case may be; or

**Town of Fort Cobb**  
**PUBLIC WORKS AUTHORITY**  
**2022-2023 MONTHLY PURCHASE ORDERS**

- P.O. VENDER**
- 1 HEALTHCARE SERVICES**
  - 2 BIWEEKLY PAYROLL-FULL TIME**
  - 3 BIWEEKLY PAYROLL-PART TIME**
  - 4 BOARD/LEGAL/CONSULTING**
  - 5 IRS**
  - 6 TAX COMMISSION**
  - 7 OESC**
  - 8 OMRF**
  - 9. VETERAN WASTE SOLUTION**
  - 9 AIR EVAC**
  - 11 CK ENERGY**
  - 10 ONG**
  - 11 AEP (PUBLIC SERVICE COMPANY)**
  - 12 AT&T**
  - 13 PAYSAFE**
  - 16 OMAG WORKERS COMP**
  - 17 OMAG PROPERTY**
  - 18 OMAG LIABILITY**
  - 19 DEARBORN INSURANCE (LIFE)**

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**TOWN CLERK/TREASURER**