



City Hall, Council Chambers
401 S. Johnstone Avenue
Bartlesville, OK 74003

**MINUTES OF THE
SPECIAL MEETING OF THE
BARTLESVILLE EDUCATION
AUTHORITY**

**Monday, December 4, 2023
5:30 p.m.**

**Chairman Dale Copeland
918-338-4282**

MINUTES

(The Notice of Meeting and Agenda were posted November 30, 2023 at 5:30 p.m.)

Trustees present were Chairman Dale Copeland, Vice Chairman Jim Curd, Jr., and Trustee Billie Roane. Trustees Trevor Dorsey and Loren Roszel was absent.

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, City Clerk/CFO; Terry Lauritsen, Director of Water Utilities; Kelli Williams, Chief Communications Officer; Matt McCollough, IT Director; Laura Sanders, Director of H.R.; Keith Henry, Director of Public Works; Larry Curtis, Director of Community Development; Captain Jay Hastings, security; and Elaine Banes, Executive Assistant.

- 1. The business meeting of the Bartlesville Education Authority was called to order at 5:30 p.m. by Chairman Copeland.**
- 2. Roll Call was held and a quorum established.**
- 3. The invocation was provided by Pastor Jason Elmore, Friday Nite Church and President of the Bartlesville Ministerial Association.**
- 4. Citizens to be heard.**

There were no citizens to be heard.

- 5. Discuss and take possible action to approve the Special Meeting Minutes of March 6, 2023.**

Vice Mayor Curd moved to approve the minutes of March 6, 2023, seconded by Ms. Roane.

Ayes: Ms. Roane, Vice Chairman Curd, Chairman Copeland

Nays: None

Motion: Passed

- 6. Discuss and take possible action to approve a Right-of-Way Agreement between the Bartlesville Education Authority and Oklahoma National Gas to facilitate natural gas supply to the Ag Building Project for Independent School District No. 30. Presented by Micah Siemers, Director of Engineering.**

In Mr. Siemers absence, Mr. Lauritsen reported that the Bartlesville Education Authority (BEA) entered into a Lease Purchase Agreement (LPA) with Independent School District No. 30 (ISD30) in September of 2021 to formalize improvements to multiple ISD30-owned properties. One of the projects included in the LPA was the construction of a Vo-Ag Center on High School property. That tract of property was specifically identified in the LPA. Construction of the Center is underway and Oklahoma Natural Gas needs to loop two gas mains together to increase natural gas supply for the anticipated load. In order to run a 2" poly gas main connecting a main on Cherokee to a main on Shawnee to ensure adequate pressure for the new facility, ONG needs to run this line along ISD30-owned property near what used to be 18th Street right-of-way, and will need a Right-of-Way Agreement. To facilitate a quick resolution, ONG has proposed a blanket ROW agreement over the entire tract to facilitate installing the gas main expeditiously, then they will survey the final alignment once the main is installed and request a final easement/agreement only covering 5' on each side of the centerline of the gas main. At that point the blanket easement/agreement would be terminated. Due to the LPA between the BEA and ISD30, the agreement requires BEA approval, authorizing Jason Muninger as signatory for the BEA, to sign the agreement. Preston Birk, of ISD30, has signed off on the agreement. Staff recommends approval of the Right-of-Way Agreement with Oklahoma Natural Gas with the understanding that this blanket agreement will be terminated and replace with a more specific agreement covering the actual installed facility once the work is complete.

Ms. Roane moved to approve a Right-of-Way Agreement between the Bartlesville Education Authority and Oklahoma National Gas to facilitate natural gas supply to the Ag Building Project for Independent School District No. 30 as presented, seconded by Vice Mayor Curd.

Ayes: Vice Chairman Curd, Ms. Roane, Chairman Copeland

Nays: None

Motion: Passed

7. BEA Trustee Comments and Inquiries.

8. There being no further business to address, the Mayor adjourned the meeting of the BEA at 5:37 p.m.



Jason Muninger, CFO/City Clerk and
Secretary to the Bartlesville Education Authority



Dale W. Copeland, Chairman

