

**Board of Directors,
Cleveland County Rural Water District #1**

Thursday, April 14, 2022
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on April 12, 2022 @ 5:20pm.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:06pm. Board members in attendance were Jeannie Salmon, Gary Koehn, Robert Grisham, and Richard Murnan. Board members absent were Tammy Koehn, JoAnn Miller-Dudgeon, and David Standridge. The Special Meetings scheduled for March 15, 2022, was cancelled and no March meeting was rescheduled.

2. Accept minutes of past meeting(s).

- a. A motion to accept the minutes of the February 15, 2022, Special Monthly Meeting was made by Gary Koehn and seconded by Jeannie Salmon with no changes required. Voice vote was unanimous in favor and the motion carried.

3. Consider actions in support of construction.

- a. Regional water project.
 - i. Ms. Kim Hornbuckle with WDB Engineering was in attendance and offered the "Engineering Report for 2022 System Regionalization and Consolidation" (February 7, 2022) for the Boards review.
 - ii. There was one typo in section 4 of the report concerning the itemized list of costs. Tables 2 and 3, list "ODOC Damages" of which it should list "ODWC Damages".
 - iii. The Engineering Report will be moved forward to County Commissioner Haralson's office for their considerations. Four copies of the Report will be made available to the County plus an electronic copy of the body of the report. The electronic copy of the report was also shared with HIS and ODEQ.
- b. Extension of control building flush valve outlet.
 - i. The work began March 3, 2022, with the first payment made for \$4,800. Where the 8" iron pipe exits onto the neighboring property, a new 4" PVC pipeline was connected and buried at least 1.5' or deeper in the west-southwest direction to a farm pond. At the exit of the pipeline a metal screen covered the end of the pipeline. Large rock (stone or riprap) had yet to be installed to reduce erosion as the water flows into the farm pond. The landowner has agreed to provide a 20-foot temporary easement that overlapped a 10-foot permanent easement both centered over the pipeline and the easement was provided at no-cost to the District.
- c. Construction plans for 144th and Lewis Road intersection.
 - i. The engineering company EST, Inc. located in Oklahoma City has been hired by Cleveland County to develop plans for future construction at the 144th and Lewis Rd intersection. This intersection has a large concrete culvert beneath the roadway that handles storm runoff from property on the southwest corner of the intersection to property on the northeast

corner. Due to this water flow issue, the intersection is not a clean four-way intersection, since Lewis Road jogs to the south about 30' as it extends east from the intersection. To straighten Lewis Rd, this concrete culvert will be replaced which will have an impact to our waterlines that take a diagonal path from the northwest corner of the intersection to a valve some distance south within the county right-of-way on the southeast of the intersection.

- ii. On April 13, 2022, a meeting was held with Harold Haralson, Cleveland County Commissioner for District #3, EST, Windstream telecommunication, OEC (Power and Fiber), and Robert Grisham and Richard Murnan from our District. After this meeting, it became clear any disturbance of waterlines at this intersection would cancel rural water to more than 50% of the water district's customers. Options to continue the supply of rural water would be necessary during this construction. The County's American Recovery Plan Act (ARPA) grant funds would be used to modify our water system to install loops and have this modification completed before starting construction of this intersection.
- d. ADA compliant parking.
 - i. A survey for American Disability Act (ADA) compliance was completed and submitted to the USDA/RD. Our parking area is the only item that must move forward to address the deficiencies that remain to be fully in ADA compliance.
 - ii. Two bids for a 25'x18' concrete parking area have been received. The parking must provide a van handicapped parking space (11' wide), a 5' wide aisle that leads from the parking area to the existing entry porch, plus provide one additional visitor parking area (8' wide). The extra 1 foot of width will allow any issues with placement of paint lines widths to meet ADA compliance.
- e. No other items were introduced.

4. Consider actions in support of operations.

- a. Monthly Operator's Report.
 - i. No major issues with the system since our February meeting.
- b. Insurance on the new Building.
 - i. Insurance quotes were collected from Oklahoma Farm Bureau, American Farmers and Ranchers, and ORWA Assurance. ORWA Assurance already covers our District vehicle and provided General Liability for our District which eliminates the liability need for our new building.
 - ii. We looked at the quotes and considered only the building coverage as the deciding factor for which insurance company we should use.
 - iii. Based on this criterion, ORWA was the best coverage for the least cost. A motion was made by Robert Grisham and seconded by Jeannie Salmon to use ORWA Assurance. ORWA provided three quotes with different deductibles of either \$5,000, \$2,500, or \$1,000. ORWA uses a separate deductible for the building and another deductible for the building contents.
- c. Consider additional monthly expenditures to be added to the routine monthly invoices.
 - i. No additional vendors were either added or removed.
- d. Consider water rate increase and increase on monthly water minimums.
 - i. The Consumer Price Index for 2021 for all items showed a 5.2% increase

during 2021. With these types of increase, the District must consider action to adjust to this level of inflation. Also, the minimum monthly water cost should increase by \$2.00 per month.

- ii. A motion was made Gary Koehn and seconded by Jeannie Salmon to increase water rates by 5.2% and include a \$2.00 increase for all members minimum monthly water cost.
- iii. The water rate increase would apply to the City of Lexington.
- iv. The new water rate and increase in the monthly water cost will become effective with the water bills due in August, 2022.
- e. Membership drive on proposed new distribution waterline loops.
 - i. The County has \$3.5 million in ARPA grant funds for improving our existing water system.
 - ii. The proposed plan includes installing seven waterline loops at these locations:
 - 1. Loop #1: Connect Lewis Rd with SH39 along 120th (1 mile of construction)
 - 2. Loop #2: Connect the intersection of 108th and Flat Armadillo Rd to the west end of the existing line along Box Rd. (2 miles of construction).
 - 3. Loop #3: Connect the intersection of 108th and Flat Armadillo Rd to the east end of Flat Armadillo Road between 108th and 120th (3/4 mile of construction).
 - 4. Loop #4: Connect the intersection of 132nd and Flat Armadillo Rd to the intersection of 144th and Flat Armadillo Rd (1 mile of construction).
 - 5. Loop #5: Connect the intersection of 132nd and Flat Armadillo Rd to the intersection of 132nd and Box Rd (1 mile of construction).
 - 6. Loop #6: Connect SH39th with Edge of the Earth Rd using 180th (4 miles of construction).
 - 7. Loop #7: Connect the east end of Box Rd near 168th to the intersection of 180th and Box Rd (1 mile of construction).
 - iii. The current engineering report has 6 miles of 6" waterline, 2 miles of 4" waterline, and 2.75 miles of 2" waterlines.
 - iv. It might be possible to erect a new water storage standpipe to the east of our District Office/Shop and install additional valves and sampling stations to the existing system.
- f. No other items were introduced.

5. **Consider requests for expenditure.**

- a. No items were introduced.

6. **Review external interactions since last regular Board meeting.**

- a. No items were introduced.

7. **Chairman's report.**

- a. No items were introduced.

8. **Vice Chairman's report.**

- a. The Vice Chairman provided a status of the webpage maturity. There will be a need to allow our Board to make changes and add material of which there was to be an instruction document or video that would guide us in populating the website.
- b. This will be critical to provide information to potential new members that might gain access as the waterline “loop” extension begins.

9. **Secretary’s report.**

- a. The Secretary was absent.

10. **Treasurer’s report.**

- a. A motion was made by Richard Murnan and seconded by Gary Koehn to accept the March 2022 Treasurer’s Report (Attachment #1) without any changes. A roll call vote was unanimous in favor and the motion carried.
- b. A motion was made by Robert Grisham and seconded by Gary Koehn to accept the April 2022 Treasurer’s Report (Attachment #2) without any changes. A roll call vote was unanimous in favor and the motion carried.

11. **Consider date and place of next regular meeting.**

- a. The next regular board meeting scheduled to be held on May 12, 2022, at the Office/Shop building.

12. **Identify prior actions and agenda items for next regular meeting.**


- a. Regional Project.
- b. Status of the extension of the control building flush valve outlet.
- c. Discuss a deductible for the Building and Building Content insurance.

13. **Public comments.**

No visitors were present.

14. **Adjourn.**

The meeting was adjourned at 8:52 pm with a motion by Gary Koehn and seconded by Robert Grisham. Vote was unanimous in favor and the motion carried.


for _____
Tammy Koehn, Secretary
Cleveland County Rural Water District #1

ATTACHMENT #1 - MONTHLY TREASURER'S REPORT FOR : March 2022 meeting

BALANCES	Previous	Current			Comments
McClain Regular Checking	\$27,761.61	\$20,688.22			PSN 2051.63, Reg 10046.97, Hydraulic Study 0.00, Total 12098.60
McClain Super T	\$35,684.72	\$37,044.00			Interest 5.11 + auto transfer 1354.17
McClain Super T Reserve	\$76,865.18	\$77,886.12			Interest 10.74 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			

BILLS PAID (Monthly)	SUB TOTAL	TOTAL	Check	Date	Comments
Direct Withdraw (DW) or Debit Card (DBT)		\$10,336.00			
Cricket Phone	\$58.00		DBT	2/10/22	
USDA auto debit	\$8,893.00		AW	2/25/22	Loan #1 payment
USDA auto debit	\$1,385.00		AW	2/25/22	Loan #2 payment

OEC		\$1,167.00	DBT	2/23/22	
Well 1	\$326.00				
Well 2	\$400.00				
Well 3	\$159.00				
Chlorination Bldg	\$103.00				
CCRWD Bldg	\$94.00				
Fiber (internet)	\$85.00				

Wildlife Lands & Minerals, recalculated in April		\$435.28	1489	1/6/22	Monthly Payment JANUARY 2022
American Waterworks		\$408.78	1499	2/2/22	INV 72704
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
H&H Plumbing					
H&T Store					
Pearsons					
Pioneer Supply		\$184.00	1500	2/2/22	5 pkg, 100 chlorine packs, 20751
WDB Engineering		\$165.00	1498	2/2/22	INF 443 - Hydraulic Study - Salyers
UTS, Sensus Annual Support, Due in Aug (\$3,000 for FY21 paid Feb 2021 due to change in staff at UTS)					
Haynes Equipment					
Core & Main					

ERT Lab		\$922.00	1501	2/2/22	84625 \$27.00, 84756 \$595.00, 84757 \$300.00
Copper & Lead Tests X 5	\$300.00				
VOC Chlorination Station for Wells	\$595.00				
Bac T	\$27.00				
Mid-American Chemical					
BlueBook			DBT		
Sequoyah Software, Annual Support, Due in Aug each year (\$500 for FY21)					
Better Barns		\$230.00	1495	2/2/22	Final Payment on BLDG
Card Service Center		\$384.56	1496	2/2/22	Gas & Misc
First United		\$75.00	1497	2/2/22	Safe Deposit Box
OK One Call, Annual Fee due in Nov-Dec (\$120 for FY20, FY21)					

OTHER Payments Approved

Richard Murnan					
Royce Hinkle					

TOTAL Bills PD \$14,307.62

CONTRACTORS

Royce Alan Hinkle		\$2,500.00	1493	1/28/22	Payment for service
Royce Alan Hinkle					

CONTRACTOR TOTAL \$2,500.00

Monthly Expenditures \$16,807.62

ATTACHMENT #2 - MONTHLY TREASURER'S REPORT FOR : April 2022 meeting

BALANCES	Previous	Current			Comments
McClain Regular Checking	\$20,688.22	\$11,228.39			PSN 2279.10, Reg 10472.95, Hydraulic Study 00.00Total 12752.05
McClain Super T	\$37,044.00	\$38,404.04			Interest 5.87 + auto transfer 1354.17
McClain Super T Reserve	\$77,886.12	\$78,908.37			Interest 12.05 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			

BILLS PAID (Monthly)	SUB TOTAL	TOTAL	Check	Date	Comments
Direct Withdraw (DW) or Debit Card (DBT)		\$10,336.00			
Cricket Phone	\$58.00		DBT	3/10/22	
USDA auto debit	\$8,893.00		AW	3/25/22	Loan #1 payment
USDA auto debit	\$1,385.00		AW	3/25/22	Loan #2 payment

OEC		\$878.00	DBT	3/23/22	
Well 1	\$208.00				
Well 2	\$319.00				
Well 3	\$111.00				
Chlorination Bldg	\$83.00				
CCRWD Bldg	\$72.00				
Fiber (internet)	\$85.00				

Wildlife Lands & Minerals, recalculated in April		\$435.28	1494	2-2	Monthly Payment (FEBRUARY)
American Waterworks					
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
H&H Plumbing					
H&T Store					
Pearsons Lumber					
Card Service Center		\$815.63	151	3/29/22	2 months paid online (384.56 JAN, 399.16 FEB)
UTS, Sensus Annual Support, Due in Aug (\$3,000 for FY21 paid Feb 2021 due to change in staff at UTS)					
Haynes Equipment					
Core & Main					
ERT Lab		\$57.00	1505	3-15	85361 85362
Copper & Lead Tests X 5	\$0.00				

Nitrates	\$30.00				
Bac T	\$27.00				
Mid-American Chemical					
BlueBook			DBT		
Sequoyah Software, Annual Support, Due in Aug each year (\$500 for FY21)					
ORWB		\$25.00	1504	3/8/22	2021 Annual Water Use
OK One Call, Annual Fee due in Nov-Dec (\$120 for FY20, FY21)					

OTHER Payments Approved

Richard Murnan					
Royce Hinkle					

Larry Standridge		\$4,800.00	1503	3/3/22	Property Repair from Water Drainage (Partial Payment)
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TOTAL Bills PD \$17,346.91

CONTRACTORS

Royce Alan Hinkle		\$2,500.00	1507	3/29/22	Payment for service March
Royce Alan Hinkle					

CONTRACTOR TOTAL \$2,500.00

Monthly Expenditures \$19,846.91