

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

Thursday, February 9, 2023
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on February 7, 2023 @ 6:30am.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:01pm. Board members in attendance were Robert Grisham, JoAnn Miller-Dudgeon, Jeannie Salmon, Gary Koehn, and Richard Murnan. Board Member David Standridge was absent. It was noted that the numbering on the agenda listed two agenda items as #3. Board members were asked to make corrections resulting in a total of 14 agenda items.

2. Accept minutes of past meeting(s).

- a. A motion to accept the minutes of the January 19, 2023, Special Meeting was made by Richard Murnan and seconded by Robert Grisham with no changes identified by the Board. Voice vote was unanimous in favor and the motion carried.
- b. A motion to accept the minutes of the January 26, 2023, Special Meeting was made by Robert Grisham and seconded by Jeannie Salmon with no changes identified by the Board. Voice vote was unanimous in favor and the motion carried.

3. Consider actions in support of construction.

- a. Regional water project.
 - i. Review of possible financial requirements for the use of ARPA funds. A list of possible uses were presented in addition to the Davis Bacon Act rules do not apply if using less than \$10M of ARPA funds. If other funds are used that require the Davis Bacon Act then any funds added from other sources will require the Davis Bacon Act.
 - ii. The Board discussed what is needed to initiate the Purchase Order process with businesses that the District routinely purchases from. After reviewing the list of businesses it was decided most if not all have asked for PO numbers in the past.
- b. A February 21, 2023 briefing to the Cleveland County Board of County Commissioners is planned to provide details how the ARPA funds will be used.
- c. An update on the 144th and Lewis Road Utility Relocation Agreement was provided. The agreement was signed by the Chair on January 25, 2023 and notarized. The agreement was then forwarded to Brian Wint with the County for future signatures of the County Commissioners.
- d. No other items were introduced.

4. **Consider actions in support of operations.**

- a. Monthly Operator's Report.
 - i. ODEQ reduces well site monitoring of 2,4-D to once per year.
 - ii. OWRB yearly report of water usage due by March 15, 2023.
 - iii. ODWC yearly raw water contract adjustment-based on DAL/FTW CPI of +8.8%
- b. The Board considered an adjustment to the membership fee to help with the inflation impact of purchasing and installing a new water meter, meter set, water main hot tap, and meter can. A motion was made by Richard Murnan and seconded by Jeannie Salmon to raise the membership fee from \$2,500 to \$2,750 (a \$250 increase). Roll call vote was unanimous in favor and the motion carried.
- c. The insurance premium with the ORWA Assurance Group is due by April 15, 2023 and the needed paperwork is due by March 1, 2023.
- d. Consider additional monthly expenditures to be added to the routine monthly invoices.
 - i. No additional vendors were either added or removed.
- e. Other items as introduced.
 - i. The need for several self-inking stamps will be needed to handle the customer payments. Three stamps are needed for handling Purchase Orders and two stamps for Deposit Only. A motion was made by Richard Murnan and seconded by Jo Ann Miller-Dudgeon to purchase the necessary stamps and reimburse for the cost of the stamps. Roll call vote was unanimous in favor and the motion carried. Jo Ann Miller-Dudgeon volunteered to order the necessary stamps.

5. **Consider requests for non-routine expenditure.**

- a. No requests were submitted.

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

- a. On February 4, 2023, we received a email request from the Kurtis Silas with the Citizen Pottawatomie Nation on our current cost for new memberships. An email was returned with our current rate of \$2,500 but with information we would be considering an increase to \$2,750 at the February 2023 meeting. Information on the current cost of road boring (\$2,200) was also provided along with the \$200 hydraulic study fee. The road boring fee is based on contractor bids and may vary.
- b. On February 7, 2023, Richard Murnan and Royce Hinkle attended the Lead and Copper Service Line Training held in Oklahoma City. The training covered all aspects of what is needed for each Public Water System to develop an inventory of potential lead and/or copper water lines on both the water system side of the meter as well as the service line to the customers home or business. The inventories called the "Lead Service Line Inventories" (LSLI) need to be complete by October 16, 2024.
- c. No other items were introduced.

7. **Chairman's report.**

a. No other information was introduced that had not previously been discussed.

8. Vice Chairman's report.

a. No other information was introduced that had not previously been discussed.

9. Secretary's report.

a. No other information was introduced that had not previously been discussed.

10. Treasurer's report.

a. The Treasurer report covering January 2023 was provided to the Board. A motion was made by Jo Ann Miller-Dudgeon and seconded by Gary Koehn to accept the report without changes. Roll call vote was unanimous in favor and the motion carried.

b. No other information was introduced.

11. Consider date and place of next regular meeting.

a. The next regular board meeting has been scheduled for March 9, 2023 @ 7pm at the District's Office/Shop.

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

a. Regional Project.


b. Status of selecting an auditor.

13. Public comments.

No visitors were present.

14. Adjourn.

The meeting was adjourned at 8:57 pm with a motion by Gary Koehn and seconded by Robert Grisham. Voice vote was unanimous in favor and the motion carried.


Jo Ann Miller-Dudgeon, Secretary
Cleveland County Rural Water District #1