Minutes for the Regular Meeting of the

Board of Directors,
Cleveland County Rural Water District #1

Thursday, April 10, 2025
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on April 8, 2025 @ 7:35am.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:05. The Board members in attendance were Jeannie Salmon, Jo Ann Miller, Robert Grisham, Gary Koehn, and Richard Murnan. All Board members were present.

2. Accept minutes of past meeting(s).

a. A motion was made by Gary Koehn and seconded by Jeannie Salmon to accept the March 18, 2025, Special meeting minutes with a modification on agenda item 7(a) to correct a date (April 2025 corrected to April 2024) and break a run-on sentence into two sentences (last sentence to read "No other information ..."). Voice vote was unanimous in favor and the motion was carried.

3. Consider actions in support of construction.

a. Regional water project:
   i. EPA Community grant: On March 26, 2025, the District was notified the previous approved cost share waiver request was not able to be processed due to Executive Orders that removed the EPA's ability to grant the waiver based on certain socio-economic factors. On April 16, 2025, the District submitted another request based on the 2024 Household Income Quintile Upper Limits for Cleveland County (B19080). Our District is requesting the EPA consider approval of the cost share waiver based on Criterion B - Communities with $25,766 or less upper limit of Lowest Quintile Income (stated in "The Community Grant Program, FY 2023 Final implementation Guidance, April 2023). Based on one-year income criteria, we meet the Criterion B requirements.

b. County ARPA project:
   i. An application for an ODEQ permit to Construct was prepared for the necessary District signatures. The permit application was for three (3) new water wells and approximately 15 miles of waterline and appurtenances. A motion was made by Jeannie Salmon and seconded by Robert Grisham to allow the District's Chair to sign the necessary permit application documents. The roll call vote was unanimous, and the motion carried.

c. OWRB ARPA project:
   i. The ODEQ permit application (covered in agenda item 3(b)) included the two groundwater wells that are covered by the OWRB ARPA grant.

d. Other items as introduced:
   i. A Special Board Meeting with Carmon Gammill, Biologist with the Oklahoma Department of Wildlife Conservation (ODWC), is planned for 9am, April 16, 2025, at the District's Office/Shop. The purpose of the

meeting is to inform ODWC of our District's project planned in the Lexington Wildlife Management Area (LWMA).

ii. No other items were introduced.

4. <u>Consider actions in support of operations.</u>

a. The Monthly Operator's Report was provided by Royce Hinkle.

   i. ODEQ conducted an inspection of the well locations and listed two items that need attention. Flush valves at each well need rock to break water flow when flushing the water wells. They also stated the lids covering the well meters need to have some way to be locked.

   ii. The City of Lexington's air scrubber (water treatment device) repairs are still on hold awaiting notification from the repair company in Minnesota that they are ready to start the repair.

b. The status of the two stationary generators is estimated for delivery in August. This is the only remaining generator equipment that remains to be delivered.

c. A tool service cart was purchased on April 9, 2025, for $499 at Harbor Freight along with several other needed hand tools. This completes the January 14, 2025, motion (agenda item 4c(iii)) to purchase needed tools and a tool chest with the total not-to-exceed $800. The total cost was $107.66 (2/13/2025) and $666.80 (4/9/2025) for a total of $774.46.

d. Work on purchasing property around the District's standpipe fenced area is being handled by Cheryl Clayton. The survey has been completed and shows 1.83 acres for the final area. Ms. Clayton has the $1,100 check for the surveyor. $1,000 of earnest money is with the title company being held to the closing. The purchase price is $16,470 with closing before May 14, 2025.

e. There are three possible new meter installations:

   i. Leland Johnson at 16140 168th Street,

   ii. Julie Kleckner at 19401 144th Street, and

   iii. Matthew and Janell Maral at 14600 Flat Armadillo Road.

   There has been a meter transfer for Bogers to Boyd (still awaiting paperwork from Boyd).

f. The OWRB ARPA can be used to perform a portion of the work on Well #3. OWRB has the invoice from Xtreme Utilities for the water meter replacement ($3,497.95). OWRB is asking for a tech memo to document the description of the following:

   i. Project Location

   ii. Condition of existing facilities

   iii. Project need

   iv. Project feasibility

   v. Project schedule

g. Gary Koehn will be looking at options for adding to our building security system.

h. Floor jack is needed for the shop. A motion was made by Gary Koehn and seconded by Jeannie Salmon to purchase a 3 ton lightweight floor jack with a not-to-exceed cost of $300. The roll call vote was unanimous, and the motion carried.

i. No additional vendors will be added to the routine monthly invoices.

j. The Corbett Baptist Church experienced a service line break resulting in the loss of 160,000+ gallons of water and a $1,194.81 March water bill. The Board will apply the cost of renting the Church meeting rooms to the Corbett Baptist Church

March water bill.

5. **Consider requests for non-routine expenditure.**
   a. No other items were introduced.

6. **Review external interactions since last regular Board meeting.**
   a. No other items were introduced.

2. **Chairman's report.**
   a. Four of the five Board members received the required Board member training at Garvin County RWD #6 in Wynnwood, OK on March 24 and 25. Jo Ann Miller received her Board training at the OWRA Annual Meeting held in April 2024 in Norman, OK.
   b. No other information was introduced that had not previously been discussed.

3. **Vice Chairman's report.**
   a. No other information was introduced that had not previously been discussed.

4. **Secretary's report.**
   a. No other information was introduced that had not previously been discussed.

2. **Treasurer's report.**
   a. The Treasurer Report for April was reviewed. A motion was made by Richard Murnan and seconded by Gary Koehn to approve the report. The roll call vote was unanimous, 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 was scheduled for May 8, 2025. The meeting location will be at the District Office/Shop.

12. **Identify prior actions and agenda items for next regular meeting.**
   a. Items that were mentioned:
      i. Security system.
      ii. Land purchase.
      iii. Well #3 work using OWRB ARPA funds.
      iv. Floor jack for shop.
      v. Lighting on the north side of building.

13. **Public comments.**

No members of the public were present.

14. **Adjourn.**

The meeting was adjourned at 9:19pm with a motion by Gary Koehn and seconded by Jeannie Salmon. Voice vote was unanimous in favor and the motion carried.

Jo Ann Miller

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