

Minutes for the Regular Meeting of the

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

Thursday, May 12, 2022
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on May 7, 2022 @ 1:00pm.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:07pm. Board members in attendance were Jeannie Salmon, Tammy Koehn, JoAnn Miller-Dudgeon, Gary Koehn, and Richard Murnan. Robert Grisham arrived at the start of agenda item #3. Board member David Standridge was absent.

2. Accept minutes of past meeting(s).

- a. A motion to accept the minutes of the April 14, 2022, Regular Monthly Meeting was made by JoAnn Miller-Dudgeon and seconded by Jeannie Salmon with the following changes. Under agenda item 3c (ii), the word “help” was changed to “held” and under agenda item 4.b (ii), the first sentence was fragmented and changed to read “We looked at the quotes and considered...”. No other changes were required. Voice vote was unanimous in favor and the motion carried.

3. Consider actions in support of construction.

- a. Regional water project.
 - i. No additional information has been received from the County, State, or ODEQ.
- b. Extension of control building flush valve outlet.
 - i. The \$3,000 payment was made on April 28, 2022, to David Standridge. This was after rock was deposited at the tail of the outlet which completed the requirements for construction.
 - ii. David and Karla Standridge signed an easement that reflected the work completed for the flush valve outlet. The easement will be filed with the County Clerk’s office.
 - iii. A W9 is needed from David Standridge to provide a MISC-1099 documenting the \$7,800 payment for the work.
- c. ADA compliant parking.
 - i. Two bids for a 25’x18’ concrete parking area have been received. Two additional bids are in progress. 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.
- d. 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 April meeting.
- b. Insurance on the new Building.
 - i. During the April meeting, Jeannie Salmon suggested we revisit the quotes

and consider only the building coverage since our ORWA Assurance covers our General Liability needs. The Oklahoma Farm Bureau Mutual Insurance building coverage was an annual premium of \$1,977.00 with a \$5,000 deductible. The annual premium from American Farmers and Ranchers Insurance was \$1,233.90 with a \$5,000 deductible. ORWA Assurance provided three quotes with different deductibles of either \$5,000, \$2,500, or \$1,000 and annual premiums of \$681, \$723, and \$765, respectively.

- ii. A motion was made by Tammy Koehn and seconded by Robert Grisham to use move forward with ORWA building coverage with a \$1,000 deductible and an annual premium of \$765. A roll call vote was unanimous in favor and the motion carried.
- c. Consider additional monthly expenditures to be added to the routine monthly invoices.
 - i. No additional vendors were either added or removed.
- d. 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 current engineering report has 6 miles of 6" waterline, 2 miles of 4" waterline, and 2.75 miles of 2" waterlines.
 - iii. A mass mailing will be needed to reach residence along the proposed waterline loops. A collection of addresses will be necessary, which takes some time.
- e. Electric Service change.
 - i. About a year ago, Richard Murnan contacted the OEC electric rate department to inquire if a none-peak hour rate during June through August was available for the District. At the time, they told me I would need a full year worth of electric usage to determine if a flat rate would be better for us.
 - ii. In late April, OEC's Key Account Specialist, Tim Ferree (405-217-6705 office, 405-312-7755 cell) was contacted about a rate comparison. Mr. Ferree was able to run a rate analysis from April 2022 back to May 2021, inclusive. The results showed the small commercial time-of-peak (SMTOP) was much better than our current rate (SMC02) plan. An overall net savings of \$1,668 could be realized based on data collected over the last 12 months.
 - iii. Based on these numbers, the electric rate was moved from to the SMC02 to the SMTOP rate structure in late April. Starting in June of each year the peak hour rate structures begin.
 - iv. On the first of June, the System Operator will continue to reprogram the Micro-Comm system as has been done in the past. The programming will limit the usage of the water wells between 3-7pm Monday-Friday (OEC's peak hours). The net savings from using SMTOP will only be realized if we do not change how we have been handling our electric usage.
- f. No other items were introduced.

5. Consider requests for expenditure.

- a. A motion was made by Gary Koehn and second by Robert Grisham to reimburse Richard Murnan for copies of keys (Pearson's Lumber \$6.48), a new plastic shelf (Tractor Supply \$54.00), and a box of file folders (Sam's \$9.30) for a total of


\$69.78. A roll call vote was unanimous in favor and the motion carried.

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 continues to be difficulty in gaining help from our webmaster.
 - b. A motion was made by Robert Grisham and seconded by Jeannie Salmon to move our webpage to RuralWaterImpact.com. A roll call vote was unanimous in favor and the motion carried. Robert Grisham will be in contact with Morningstar Cornell to begin the move process.
9. **Secretary's report.**
 - a. No items were introduced.
10. **Treasurer's report.**
 - a. A motion was made by Gary Koehn and seconded by Tammy Koehn to accept the May 2022 Treasurer's Report (Attachment #1) 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 June 9, 2022, at the Office/Shop building.
12. **Identify prior actions and agenda items for next regular meeting.**
 - a. Regional Project.
 - b. Status of the webpage transition.
 - c. W9 tax document from David Standridge.
13. **Public comments.**

No visitors were present.

14. **Adjourn.**

The meeting was adjourned at 8:27 pm with a motion by Gary Koehn and seconded by Jeannie Salmon. 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 : May 2022 meeting

BALANCES	Previous	Current	Comments		
McClain Regular Checking	\$11,228.39	\$6,451.71			PSN 2587.40, Reg 10041.29 + 2500.00 transfer from Super T, Total 15128.69
McClain Super T	\$38,404.04	\$37,264.07			Interest 5.86 + auto transfer 1354.17, - 2500.00 Transfer to checking
McClain Super T Reserve	\$78,908.37	\$79,930.38			Interest 11.81 + 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	4/11/22	
USDA auto debit	\$8,893.00		AW		Loan #1 payment
USDA auto debit	\$1,385.00		AW		Loan #2 payment

OEC		\$1,066.00	DBT	4/29/22	
Well 1	\$348.00				
Well 2	\$417.00				
Well 3	\$145.00				
Chlorination Bldg	\$71.00				
CCRWD Bldg					
Fiber (internet)	\$85.00			4/20/22	

Wildlife Lands & Minerals, recalculated in April		\$435.88	1506	3/15/22	Monthly Payment (MARCH 2022)
American Waterworks					
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
ORWA 2022 System Membership		\$207.00	DBT	4/20/22	
H&T Store					
Pearsons					
Pioneer Supply					
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		\$432.00	1509	4/14/22	85505, 85676, 85844
Chlorination for Wells & Sample Lewis Rd	\$210.00				
VOC Chlorination Station for Wells	\$195.00				
Bac T	\$27.00				
Mid-American Chemical					
BlueBook			DBT		
Sequoyah Software, Annual Support, Due in Aug each year (\$500 for FY21)					
Poe & Associates					
OK One Call, Annual Fee due in Nov-Dec (\$120 for FY20, FY21)					
OTHER Payments Approved					
Larry Standridge		\$3,000.00	1512	4/28/22	Property repair from water damage FINAL PAYMENT
Royce Hinkle					
TOTAL Bills PD		\$15,476.88			
CONTRACTORS					
Royce Alan Hinkle		\$2,500.00	1511	4/28/22	Payment for service
Royce Alan Hinkle					
CONTRACTOR TOTAL		\$2,500.00			
Monthly Expenditures		\$17,976.88			

