

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

Thursday, June 13, 2024  
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on June 10, 2024 @ 6:05pm.

**1. Call to order and roll call.**

The meeting was called to order by Chairman Richard Murnan at 7:11 pm. Board members in attendance were Jo Ann Miller, Jeannie Salmon, Robert Grisham, and Richard Murnan. Board Member Gary Koehn was absent.

**2. Accept minutes of past meeting(s).**

- a. A motion was made by Robert Grisham and seconded by Jeannie Salmon to accept the May 21, 2024, Special meeting minutes with the addition of agenda item #5(a) and noting the suspension of the regular meeting to enter an Executive Session following agenda item #13. Voice vote was unanimous in favor and the motion carried.
  - i. Agenda item #5(a) was a motion to reimburse Robert Grisham \$44.98 for our annual Go Daddy invoice for our District's domain names "CCRWD1.COM" and "CCRWD1.ORG".
  - ii. At 8:45pm, an Executive Session was called by a motion from Gary Koehn and second from Jo Ann Miller along with a unanimous affirmative voice vote. The Executive Session was concluded by a motion from Gary Koehn and second from Robert Grisham along with a unanimous voice vote at 8:53pm where the special board meeting continued with agenda item #14.

**3. Consider actions in support of construction.**

- a. Regional water project:
  - i. The District received comments from the Oklahoma Department of Environmental Quality selecting one of the five options to obtain a waiver for the required 20% matching funds tied to the Community Grant received in December 2022. Referencing the waiver material received from the EPA in March 2024, ODEQ believes Option B is very possible for our future expansion project to the area between Slaughterville and Noble.
  - ii. As of April 2024, we have been assigned a new EPA contact that replaced Adrian Chavarria:

Alex Newman  
[Newman.alexander@epa.gov](mailto:Newman.alexander@epa.gov)  
Phone (214) 665-6507

Alex Newman's supervisor is:  
Salvador G. Gandara  
Supervisor, Drinking Water Infrastructure Section (WD-AD)  
U.S. Environmental Protection Agency Region 6

1201 Elm Street, Suite 500  
Dallas, TX 75270-2102  
(214) 665-3194  
[gandara.salvador@epa.gov](mailto:gandara.salvador@epa.gov)

- b. During a conversation with Kim Hornbuckle (our Engineer with WDB Engineering), the topic of meeting the ARPA obligation requirements for projects was discussed. The deadline for project obligation with the OWRB ARPA is December 31, 2024. For the County ARPA, the same obligation deadline does not apply since we are a subrecipient with the County.
- c. No other items were introduced.

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

- a. Monthly Operator's Report was provided by Royce Hinkle with a list of new water meters that are scheduled to be installed.
  - i. New meters to be installed are:
    - 1. Ms. Veatch paid by CPN,
    - 2. Mr. Regan paid by IHS, and
    - 3. Mr. and Mrs. Mackey.
  - ii. Water meters waiting on paperwork are:
    - 1. Cazares, and
    - 2. Johnson.
- b. The meter request for Cazares requires road boring the State Highway. Cazares will be working with a contractor in Purcell (HARCON LLC, 405-527-3027, [HARCONLLC@yahoo.com](mailto:HARCONLLC@yahoo.com)) to complete the road bore. A specification sheet for boring the road was forwarded to both Cazares and HARCON LLC. Upon payment by Cazares to the HARCON LLC and upon any warranty covering the road boring has expired, the road boring becomes the property of the District.
- c. No other items were introduced.

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

- a. Two new tires are needed on the District's truck. A motion was by Richard Murnan and seconded by Jeannie Salmon to purchase two new tires for the District's truck, with a purchase limit not to exceed \$1,000.00. Roll call vote was unanimous in favor and the motion carried.
- b. The annual fee of \$499.00 for the website maintenance is due. A motion was made by Jo Ann Miller and seconded by Richard Murnan to pay the annual fee for our Rural Water Impact website. Roll call vote was unanimous in favor and the motion carried.
- c. A motion was made by Jeannie Salmon and seconded by Robert Grisham to replace a blown surge suppressor at Well #1, with a purchase limit not to exceed \$750.00. The surge suppressor is now available from Dealers Electronics. Roll call vote was unanimous in favor and the motion carried.
- d. A motion was made by Richard Murnan and seconded by Jo Ann Miller to pay for 6 water meter transmitters (MXUs) at the cost of \$1191.08 to UTS. The cost would be paid from the County ARPA funds. Roll call vote was unanimous in favor and the motion carried.
- e. A check for \$275.00 was provided to Robert Grisham to purchase support pads for the Yanmar backhoe. Motion was made under agenda item 9(a) during the April

23, 2024, Special meeting.

- f. The delivery of 30 tons of gravel has been scheduled for delivery on June 14, 2024. A check for \$942.00 was written to provide to the vendor. Motion was made under agenda item 9(b) during the April 23, 2024, Special meeting.
- g. No items were introduced.

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

- a. No interactions were mentioned.

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. A conversation with our District's Lawyer, Ms. Cheryl Clayton, occurred about developing a 2-year contract for supporting the water systems operations.
- b. No other information was introduced.

10. **Treasurer's report.**

- a. The treasurer's report for our June Board meeting was provided for review. The Board had no questions for the Treasurer. A motion was made by Richard Murnan and seconded by Robert Grisham to approve the May Treasurer report. 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 was scheduled for June 13, 2024. Meeting location would be at the District Office/Shop.

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


- a. Two items were mentioned:
  - i. Gravel for Office/Shop area
  - ii. Generator/Welder for the District.
  - iii. Well #3 issues.

13. **Public comments.**

No members of the public were present.

14. **Adjourn.**

The meeting was adjourned at 9:03 pm with a motion by Jeannie Salmon and seconded by Robert Grisham. Voice vote was unanimous in favor and the motion carried.



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Jo Ann Miller, Secretary  
Cleveland County Rural Water District #1  
Page 3 of 3