

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

Thursday, July 13, 2023
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on July 9, 2023 @ 12:30pm.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:18 pm. Board members in attendance were Robert Grisham, JoAnn Miller, Gray Koehn, and Richard Murnan. Board member Jeannie Salmon arrived during agenda item #3 and Board Member David Standridge was absent.

2. Accept minutes of past meeting(s).

- a. A motion was made by Robert Grisham and seconded by Jo Ann Miller to accept the June 8, 2023, Regular meeting minutes with the following changes:
 - i. Correction for a grammatical error in agenda item 5(a,ii) changing “begun” to “began” in the second sentence, and
 - ii. Adding a sentence in agenda item 5(c,ii) after the first sentence. The new sentence is “Sunrise Construction is the primary contractor for the work at 144th and Lewis Road relocation waterline project.”Voice vote was unanimous in favor and the motion carried.

3. Consider action needed for approval of District Policies and Procedures.

- a. No items were introduced.

4. Consider actions in support of construction.

- a. Regional water project. Royce Hinkle provided an update on the 144th and Lewis Road waterline relocation and the Well #2 work by York Pump Service to return it to service.
- b. The EPA Region 6 Community Grants Team conducted a virtual programmatic workshop on Tuesday, June 27, 2023, which provided the FY2023 recipients information on the Congressionally Directed Project appropriations, also known as EPA Community Grants funding. The virtual meeting provided an opportunity to meet the Region 6 team, gain a better understanding of the federal program and requirements, plus allow time for a open session for questions.
- c. The District awaits comments on the Cash Management Policy that Jo Ann Miller has provided to Michele Dean. The version under consideration has addressed the list of items Patrick Hollingsworth, CPA had provided. This second risk assessment has been ongoing since the April 20, 2023, meeting with representatives from ADG, Brian Wint with the County, and Patrick Hollingsworth, CPA.
- d. The Engineering Contract with WDB Engineering for Project 1 (covering the County ARPA funds) was presented. A motion was made to accept the contract by Richard Murnan and seconded by Jeannie Salmon. Roll call vote was unanimous in favor and the motion carried.
- e. No other items were introduced.

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

- a. Monthly Operator's Report was provided by Royce Hinkle and Richard Murnan.
 - i. Well #2 is currently down. In early May, there had been issues where the well was commanded to start but failed and after a couple of additional attempts it did finally start. On May 13, the well failed to respond after multiple attempts.
 - 1. York Pump Service located in Ft. Cobb has pulled Well #2 and the 50 hp motor was burned out and the pump may be questionable. The drop pipe used in the well was a 6" in diameter and one section of pipe will need to be replaced. Apparently, the well head pitless adaptor is 4", the pump required a 3" connection, so there are several reducers used of which the one above the pump (3" to 6") is difficult to find. As of the meeting the electric wire (4 conductor, #4 size wire) in the length of 410' had been ordered and waiting for delivery.
 - ii. Activity on the 144th and Lewis Road watermain relocation started on May 22, 2023, and continues. Difficulties with a landowner moving their septic system has the project on hold. The contractor has the new waterline in place where an air pressure test can be conducted.
 - iii. The District building air conditioning was not cooling during the July meeting. Royce Hinkle attempted to contact Charles Givens who was the original vendor who installed the unit, but no contact could be made. Instead, Northwind AC checked the unit and noticed the cooling fluid was very low. Nitrogen gas was added to locate the leak. The leak was in the line connecting the inside and outside units.
- b. Consider additional monthly expenditures to be added to the routine monthly invoices.
 - i. No additional vendors were introduced.
- c. No other items were introduced.

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

- a. Pay Application #2 for Sunrise Construction in the amount of \$51,098.27 was submitted for Board approval. Sunrise Construction is the primary contractor for the work at 144th and Lewis Road watermain relocation project. A motion was made by Gary Koehn and seconded by Robert Grisham to approve the pay application. Roll call vote was unanimous in favor and the motion carried.
- b. No Pay Application is available for Well #2.
- c. No other items were introduced.

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

- a. No external interactions were mentioned.

8. **Chairman's report.**

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

9. **Vice Chairman's report.**

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

10. **Secretary's report.**

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

11. **Treasurer's report.**

- a. The Treasurer report covering June 2023 was provided to the Board. A motion was made by Gary Koehn and seconded by Richard Murnan to accept the report without changes. Roll call vote was unanimous in favor and the motion carried.
- b. No other information was introduced.

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

- a. The next regular board meeting is scheduled for August 10, 2023, @ 7pm at the District's Office/Shop.

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

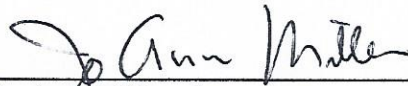
- a. Well #2 status.
- b. 144th and Lewis Road construction.
- c. Update on the audit work.

14. **Public comments.**

No visitors were present.

15. **Adjourn.**

The meeting was adjourned at 8:43 pm with a motion by Gary Koehn and seconded by Jo Ann Miller. Voice vote was unanimous in favor and the motion carried.



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