

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

Thursday, July 11, 2024  
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on July 9, 2024 @ 8:30am.

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

The meeting was called to order by Chairman Richard Murnan at 7:04 pm. Board members in attendance were Jo Ann Miller, Jeannie Salmon, Robert Grisham, Gary Koehn, and Richard Murnan.

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

- a. A motion was made by Gary Koehn and seconded by Robert Grisham to accept the, June 13, 2024, Regular meeting minutes with changes to agenda item 2(a) by adding the cost of \$44.98 and for agenda item 5(d) to include the County ARPA would be used to pay the UTS invoice. Voice vote was unanimous in favor and the motion carried.

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

- a. Regional water project:  
EPA provided a negative response on using one of the five approved options to eliminate the 20% matching requirement tied to the Community grant. The District will be meeting with ODEQ officials to develop a written response that targets the water quality issues as the primary reason to allow a waiver.
- b. The water tower construction permit is expected, and a motion was made to pre-approve the cost for the permit with a cost to not exceed \$1000.00. The motion was made by Richard Murnan and seconded by Robert Grisham. Roll call vote was unanimous in favor and the motion carried.
- c. The purchase of generators for the Office/Shop and chlorination building was discussed. A spreadsheet has been started highlighting several 50KV stationary generators. Robert Grisham will be meeting with James Keeler to discuss additional details about the future purchases.
- d. 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. Mr. and Ms. Keeler,
    2. Mr. and Ms. Holcroft and we are waiting on paperwork for
    3. Cazares, and
    4. Johnson.
  - ii. Gravel for the Office/Shop has been delivered and spread to the east of the building.
  - iii. An update on the purchase of a portable generator/welder was provided along with a new request for a heated power washer.

- b. A request was made to add Xtreme Utility (Eufaula, Ok) to our routine monthly invoice lists. A motion was made by Richard Murnan and seconded by Jeannie Salmon to add Xtreme Utility to the routine monthly invoice list. Roll call vote was unanimous in favor and the motion carried. Based on our Policies and Procedures Manual, under Allowed Vendor Invoices, we are able to add this vendor.
  - c. No other items were introduced.
- 5. **Consider requests for non-routine expenditure.**
  - a. A motion was made by Gary Koehn and seconded by Jeannie Salmon to pay three invoices (\$13.32, \$2460.00, and \$2481.00) for a total of \$4,954.40 from UTS for eight meters and meter transmitters. The cost would be paid from the County ARPA funds. Roll call vote was unanimous in favor and the motion carried.
  - b. 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. No other information was introduced.
- 10. **Treasurer's report.**
  - a. The treasurer's report for our July Board meeting was provided for review. The Board had no questions for the Treasurer. A motion was made by Richard Murnan and seconded by Jo Ann Miller to approve the June Treasurer report. Roll call vote was unanimous in favor and the motion carried.
  - b. A suggestion was made by Jo Ann Miller to separate operational expenditures from expenditures being covered by ARPA funds. The treasurer report spreadsheet will be modified to track ARPA fund expenditures.
  - c. No other information was introduced.
- 11. **Consider date and place of next regular meeting.**
  - a. The next regular board meeting was scheduled for August 8, 2024. Meeting location would be at the District Office/Shop.
- 12. **Identify prior actions and agenda items for next regular meeting.**
  - a. One item was mentioned:
    - i. Well #3 issues.

13. **Public comments.**

No members of the public were present.

Before adjourning the Board meeting, a motion was made by Richard Murnan and seconded by

Gary Koehn to suspend the Board meeting and enter Executive Session. Voice vote was unanimous in favor and the motion carried. The Board went into Executive Session at 8:55pm.

The Board resumed the Board meeting at 9:19 pm.

**14. Adjourn.**

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



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