

Minutes of the Regular Meeting of the  
**Board of Directors,**  
**Cleveland County Rural Water District No. 1**

Thursday, July 9, 2020

The agenda for the meeting was posted on the District's website on July 7, 2020 @ 7:00 pm. This meeting was conducted in accordance with 25 O.S §306 (C) (Signed and enacted March 18, 2020). All Board Members joined this meeting via videoconference from their residence. The posted agenda invited and provided instructions for the Public to join by either videoconference or teleconference.

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

The meeting was called to order by Chairman Richard Murnan at 7:08 pm. Board members in attendance were Jeannie Salmon, Robert Grisham, Don Wood, Gary Koehn, Tammy Koehn, and Richard Murnan. David Standridge was absent.

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

- a. A motion to accept the minutes of the June 25, 2020 Special Meeting was made by Robert Grisham and seconded by Jeannie Salmon with changes under item #1 to add Don Wood, and in Attachment #1 to correct a spelling error. Voice vote was unanimous in favor and the motion carried.
- b. No other items were introduced.

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

- a. The fencing project around the building site, was delayed until the northeast corner of the property could be reset by our surveyor. Lopez fencing will meet with Robert Grisham to confirm the number of post and amount of wire necessary to complete the job. Don Wood and Robert Grisham will meet at the site to determine where the building will be placed.
- b. The board discussed the building project and covered several options besides a building such as a contractor shipping container to provide a small office and some storage. The board decided to request a building shell of 40'W x 60'L x 16'H with an personnel door on the south positioned to match the previous office layout, a personnel door on the east to allow access to the shop area and 2 insulated garage doors 14'H, one located on the east and one located on the west to provide a drive through capability. Roughed in plumbing would be done based on the office plan. No electrical would be installed.
- c. Jeannie Salmon will work the Containment Shelter veneer order. Richard Murnan will email her the latest quote and other details she will need to place the order.
- d. The Board viewed images of the exit pipe used for clearing the line before moving water into the tower. The soil is eroding away from the pipe and developing a large hole. Royce Hinkle will be meeting with County Maintenance Foreman Richey Fink to evaluate how the county might help us. They will also visit the building site to

- look at leveling the building site.
- e. No other items were introduced.

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

- a. A motion was made by Jeannie Salmon and seconded by Gary Koehn to approve a resolution to request USDA/RD funds for the second-year interest payments on the USDA/RD loans in the amount of \$79,533.75 by using the remaining \$46,446.25 from the Deferred Interest budget category and \$33,107.50 from the projects Contingencies fund. A roll call vote was unanimous in favor and the motion carried.
- b. Monthly Operator's Report included:
- A status of UTS meter replacement at Well #3. Meter has been replaced and awaiting Sensus representative to activate the meter.
  - Pesticide and Herbicide paperwork submitted and receive by ODEQ.
  - Copper and lead testing status was completed, and a request has been made twice to get a report. System Operator will ask in person when water sample are delivered near the end of the month.
  - The City of Lexington water use continues.
  - System Operator will be going to Anadarko sometime in September for Operator renewal training.
  - The System Operator obtained the quote of \$225.00 for a Septic System Perc Test from a local plumber.
- c. No other items were introduced.

**5. Consider request for expenditures (ratification of routine monthly invoices, contractors, and miscellaneous expenditures)**

- a. Motion was made by Don Wood and seconded by Robert Grisham to ratify the July Treasurer report (Attachment #1) that included:
- paid June Routine Monthly Invoices and
  - the June expenditure for Royce Hinkle for work completed as an independent contractor.
- A roll call vote was unanimous in favor and the motion carried.
- b. Motion was made by Richard Murnan and seconded by Gray Koehn to ratify a 6/30/2020 expenditure made by Royce Hinkle for an air filter, mower blade, and a water hose from Tractor Supply for \$65.97. A roll call vote was unanimous in favor and the motion carried. This amount and an expense approve at the June 25, 2020 meeting for \$39.58 were combined for a check totaling \$105.55
- c. Motion was made by Gary Koehn and seconded by Jeannie Salmon to pay the ODEQ Annual Public Water Supply fee for \$216.00. A roll call vote was unanimous in favor and the motion carried.
- d. No other items were introduced.

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

- a. There were no external meetings.

**7. Chairman's report**

- a. No items were introduced.

**8. Vice Chairman's report**

- a. No items were introduced.

**9. Secretary's report**

The following documents were submitted to the Record:

- McClain Bank 2019 1099-INT for Super-T Account
- McClain Bank 2019 1099-INT for Checking Account
- Van Oostrum, Dylan and Sydnee Filed Easement (should be include in new member Van Oostrum membership folder).
- ODEQ Construction Application for Pruitt line extension along Flat Armadillo Road.
- ODEQ Water Distribution Systems and Ground Water Wells Engineering Report Form for Pruitt line extension along Flat Armadillo Road.
- OEC Fiber Service Contract.
- Year 2020 ODWC Lexington Wildlife Management Area Water Well Field – CCRWD#1 Cost Calculation
- Mid-America Chemical Credit Application – for delivery of sodium hypochlorite 12% barrels

**10. Treasurer's report**

Previous checking - \$104,101.42

**Current checking - \$106,743.34**

Previous savings - \$18,707.69

**Current savings - \$20,063.92**

Previous Debit Service Reserve - \$56,417.51

**Current Debit Service Reserve - \$57,440.66**

Previous construction account - \$0.00

**Current construction account - \$0.00**

A motion was made by Gary Koehn and seconded by Don Wood to approve the Treasurer report. A roll call vote was unanimous in favor and the motion carried.

**11. Consider date and place for next regular meeting**

- a. The next regular meeting will be 7 pm on August 13, 2020 via videoconferencing.

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


- a. Building status
- b. Land leveling and gravel/rock to the tower.
- c. Containment shelter veneer purchase.

**13. Public comments:**

No visitors were present.

**14. Adjourn**

The meeting was adjourned at 9:16 pm with a motion by Gary Koehn and seconded by Jeannie Salmon. Vote was unanimous in favor and the motion carried.

*for*   
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Tammy Koehn, Secretary  
Cleveland County Rural Water District #1

ATTACHMENT #1 - MONTHLY TREASURER'S REPORT FOR : July 2020 Meeting

<b>BALANCES</b>	Previous	Current	Comments		
McClain Regular Checking	\$104,101.42	\$106,743.34			PSN 1398.88, Reg 10954.17 , Total 12353.05
McClain Super T	\$18,707.69	\$20,063.92			Interest 2.06 + auto transfer 1354.17
McClain Super T Reserve	\$56,417.51	\$57,440.66			Interest 12.95 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			

<b>BILLS PAID (Monthly)</b>	TOTAL	Check	Date	Comments
<b>Direct Withdraw or Debit Card</b>		\$160.50		
Hughesnet	\$102.50		DW	6/16/20
Cricket Phone	\$58.00		DBT	6/9/20

<b>OEC</b>			Check	Date	Comments
		\$358.00	DBT	6/1/20	
Well 1	\$104.00				
Well 2	\$123.00				
Well 3	\$65.00				
Bldg	\$66.00				

Wildlife Lands & Minerals		\$372.81	1322	6/2/20	Monthly Payment (increase of 71.50 per mo effective in APR)
Wildlife Lands & Minerals		\$71.50	1320	6/2/20	Payment for increase effective April
Wildlife Lands & Minerals		\$859.41	1321	6/2/20	Excess Water Usage
American Waterworks		\$226.51	DBT	6/24/20	Inv 68449 , wrench Valve, Bushing
B&H Core Drilling					
H&H Plumbing					
H&H Plumbing					
H&T Store		\$171.71	1318		gas
Pearsons					
Pioneer Supply		\$308.00	1324	6/2/20	INV 1825 (1 release valve)
Pioneer Supply		\$175.00	DBT	6/24/20	INV 2304 1 drum chlorine
UTS		\$800.00	1323	6/2/20	INV 103422159 (5 meter transceivers)
Haynes Equipment					
Core & Main					
ERT Lab		\$440.00			
Copper & Lead Tests X 5	\$250.00		DBT	6/15/20	INV 75218
VOC Clorination Station for Wells	\$165.00		DBT	6/15/20	INV 76204
Bac T	\$25.00		1319	6/2/20	INV 76092
Mid-American Chemical					
BlueBook			DBT		
Moore Printing					

**OTHER Payments Approved**

USPS		\$114.00	DBT	6/5/20	Box Rental
Richard Murnan					
Royce Hinkle - Parts					
OK Tax Commission PKUP TAG		\$20.50	DBT	6/4/20	PKUP TAG
OK Tax Commission PKUP TAG		\$2.51	DBT	6/4/20	charge for using dbt card on tag

TOTAL Bills PD \$4,080.45

**CONTRACTORS**

Royce Alan Hinkle		\$2,500.00			Payment for June 2020
Royce Alan Hinkle					

**CONTRACTOR TOTAL \$2,500.00**

**Monthly Expenditures \$6,419.95**