

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

Thursday, August 12, 2021
7:00pm

The agenda for the meeting was posted at the meeting location on August 10, 2021 @ 6:15 pm.

1. Call to order and roll call

The meeting was called to order by Chairman Richard Murnan at 7:10pm. Board members in attendance were Jeannie Salmon, Robert Grisham, Tammy Koehn, Gary Koehn, and Richard Murnan. Board member David Standridge was absent.

2. Accept minutes of past meeting(s)

- a. A motion to accept the minutes of the June 17, 2021 Special Meeting was made by Robert Grisham and seconded by Jeannie Salmon with no changes needed. Voice vote was unanimous in favor and the motion carried.
- b. The Board took notice that the July 8, 2021 Regular Meeting was cancelled and no other meeting was held in July 2021.
- c. No other items were introduced.

3. Consider actions in support of construction.

- a. The District office/shop building update:
 - i. Electrical rough-in, plumbing rough-in, and air conditioning rough-in have been completed and the insulation has been completed.
 - ii. Closed cell insulation was applied to all outside walls including those in the office area, the office ceiling joists, beneath the attic decking area, and the office walls next to the shop area. Two coats of paint will be applied to the insulation exposed within the shop and office attic area.
 - iii. Fiberglass batting insulation was used on the interior walls between the laboratory area and the conference area as well on the interior walls of the restroom. The walls bordering the office to the shop area used the closed cell insulation.
 - iv. Ceiling joist were set on 16" centers, wall studs are set at 24" centers, and the decking above the office was 1-1/4" thickness tongue and groove plywood. Additional horizontal bracing between studs was installed to support flat panel monitor in the conference area, brackets for the kitchen countertop, and ADA handrails in the restroom.
 - v. The air conditioning unit was moved above the office attic deck. Air conditioning duct work was hung on the outside wall to maximize the floor space the attic floor space. The office area closet, originally reserved for the air conditioner, will be used for cleaning supplies, brooms, security recording, etc. and the condensation pipe will be connected to the upstairs AC's condensation drip pan.
- b. Regional water project:
 - i. ODEQ, County officials, and our District continue to communicate on moving this project forward. The feasibility study is needed, and other options are being explored to get this work started.
- c. Consider using WDB Engineering for the Regional Water project:

- i. A motion was made by Jeannie Salmon and seconded by Tammy Koehn to use WDB Engineering for the Regional Water project. Roll vote was unanimous in favor and the motion carried.
- d. Consider letter to Poe & Associates for a copy of our hydraulic model:
 - i. A motion was made by Jeannie Salmon and seconded by Robert Grisham to send a letter to Poe & Associates for a copy of our hydraulic model.
- e. No other items as introduced.

4. Consider actions in support of operations.

- a. Monthly Operator's Report included:
 - i. OEC Peak hours are in effect from 3-7pm M-F through the end of September. Rates outside these times/days are reduced. Starting in October a solid rate will apply (i.e., no Peak hours are in effect). MicroComm was modified in June to reduce flush valve operation from 30 seconds to 15 seconds and activate the water wells each day several hours before 3pm to attempt to fill the water storage each day.
- b. The Board addressed a ODEQ Lead Exceedance Letter and reviewed the tasks required to mail notices to the membership. The Board will include additional information to help explain that of the five test sites, three showed lead was not present. If lead was present in the District's water, all five test sites would have shown some presence of lead.
- c. The Board reviewed a recent ERT laboratory water quality report.
- d. No additional monthly expenditures were added to the routine monthly invoices.
- e. No other items were introduced.

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

- a. A motion was made by Richard Murnan and seconded by Jeannie Salmon to reimburse Royce Hinkle \$98.50 for printer toner, material needed to complete an oil change in the District truck, and a replacement keyboard for the MicroComm system (receipts provided for each). A roll call vote was unanimous in favor and the motion carried.
- b. The Board discussed options for using OEC fiber at the new building along with looking at options to combine this with the OEC fiber used at the control building. The OEC fiber at the control building requires a static IP address for supporting the MicroComm system.
- c. No other items were introduced.

6. Review external interactions since last regular Board meeting

- a. Robert Grisham met with an OEC engineer about the buried line needed to the new building.
- b. Robert Grisham and Richard Murnan attended a video call with ODEQ and a representative for Cleveland County Commissioner Harold Haralson involved with the COVID-19 American Recovery Act.
- c. No other items were introduced.

7. Chairman's report

- a. No items presented.

8. Vice Chairman's report

- a. The Board was briefed on the status of the new website. A development website is available for review.

- b. No additional items were presented.

9. Secretary's report

- a. The Board was briefed on options for furniture for the new building. The Oklahoma Department of Corrections provides options through OCIsales.com (405-425-7538) located at 3402 N. Martin Luther King, OKC, OK.
- b. No additional items presented.

10. Treasurer's report

- a. Review and ratify past monthly Treasurer Reports for income and expenditures cleared during July 2021.
 - i. The Treasurer Reports covering expenditures in June and July were not available for review. The July Regular meeting was cancelled which is normally when the June expenditures would be reviewed.
 - ii. The District will investigate getting a fleet fuel card to provide more options for where fuel can be purchased.
 - iii. No other items were presented.

11. Consider date and place for next regular meeting

- a. The next regular meeting will be 7 pm on September 9, 2021, at the Corbett Baptist Church.

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

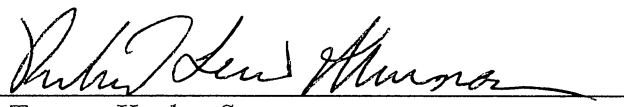
- a. Building status.
- b. Regional water source.
- c. Website status and payment.

13. Public comments:

No public was in attendance.

14. Adjourn

The meeting was adjourned at 9:00pm with a motion by Gary Koehn and seconded by Jeannie Salmon. Vote was unanimous in favor and the motion carried.


foc. Tammy Koehn, Secretary
Cleveland County Rural Water District #1