

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

Thursday August 10, 2023
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on August 7, 2023 @ 8:30 am.

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, Jeannie Salmon, David Standridge, and Richard Murnan. All Board members were present.

2. Accept minutes of past meeting(s).

a. A motion was made by Jeannie Salmon and seconded by David Standridge to accept the July 13, 2023, Regular meeting minutes with the following addition:

- i. Under the July 13, 2023, meeting agenda item 4(b) titled "Other items as introduced", meeting minutes item 4(d) was added to include the Engineering Contract for Project #1 (i.e., the project covering use of the County ARPA funds) being considered for approval. Item 4(d) will read, "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."
- ii. The original draft item 4(d) was moved to item 4(e) in the approved minutes.

Voice vote was unanimous in favor and the motion carried.

b. A motion was made by Jeannie Salmon and seconded by Gary Koehn to accept the July 25, 2023, Special meeting minutes with the following addition:

1. Under the July 25, 2023, meeting agenda item 3 titled "Consider requests for non-routine expenditures.", there were two agenda items that focused on considering pay applications for 3(a) the water main re-locations construction work at 144th and Lewis Road along with 3(b) repairs to water well #2.
- ii. During the July 25, 2023, meeting there were no pay applications available for either the re-location construction or the water well repairs. Item 3 will be added to reflect there were no pay applications presented.
- iii. The original draft item 3 was moved to item 4 in the approved minutes.

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:

- i. Our District needs to start the work on obtaining a cost share waiver tied to the EPA Community Grants funding. Based on EPA material received, \$4M of EPA funds are set aside for us. Our part is a 20% matching amount

(\$1M) that we need to have waiver since no other federal funds can cover this except a USDA/RD loan or a Commerce Department Block Grant (CDBG), or a combination of these two. When we have this virtual meeting with EPA we need to have Mr. Kody James with the Indian Health Services and a representative from ODEQ to join the meeting.

- ii. The District awaits comments on the Cash Management Policy that Jo Ann Miller has provided to Michele Dean on August 3, 2023. 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.

b. 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. Royce Hinkle provided an update on the 144th and Lewis Road waterline relocation, new meters installed, and the status of Well #2 which was returned to operation on July 26, 2023 (note: Well #2 was inoperable starting May 13, 2023).

- i. Activity on the 144th and Lewis Road watermain relocation started on May 22, 2023, and continues.

- 1. The contractor has completed the new waterline, conducted an air pressure test, flushed the new waterline with water, then take water samples for testing as required by the Oklahoma Department of Environmental Quality (ODEQ).
- 2. The contractor has been unable to make the final transfer to the new waterline due to a situation concerning a nearby re-configuration septic system lateral lines to an aerobic system meeting the 10' separation from active waterlines required by ODEQ.
- 3. The first pay application for Sunrise Construction was received on August 10, 2023 (submitted in June).

- ii. On August 1, 2023, two new water meters were installed along 168th north of State Highway 39 (Williams and Seacrist).

iii. For the repair on Well #2

1. York Pump Service, Fort Cobb, OK completed Well #2 repairs with the final cost of \$28,359.30. Specifics on what was replaced:

a. pump (6" 50 hp Grundfos brand model #50-16 7-22 16 stage),

b. motor (6" 50 hp Hitachi Submersible brand 460V 3 phase (Mfg. #G27057E) (Date L22)

i. (Type VCTI) (Form KK) (Poles 2) (Rating S1) (Temperature Rise 120 Kelvin) (Ambient Temp 25C)

ii. When wired as 50 hp, 460V, 3 phase, 60 HZ:

1. 3400 rev/min,

2. 70 amps,

3. Code J,

4. S.F. 1.15 (Service Factor – a 1.15 value states the motor can put out 15% more power

when overloaded during short periods of time)

5. S.F.A. 79

- c. wiring (4-3 flat jacket wire), and
 - d. one section of 6" x 21' drop pipe.
2. As the repairs were underway, several items were noted:
- a. the drop pipe was 6" diameter instead of 4" diameter that was expected,
 - b. total depth of pipe, pump, and motor that were pulled and later replaced was 420', and
 - c. repairs were delayed due to waiting on the wiring – the wiring was one continuous length.
- iv. The District building air conditioning was repaired by replacing the line from the indoor unit to the outside unit. Following the troubleshooting efforts and necessary repairs, the unit had to be recharged with refrigerant.
- b. Consider additional monthly expenditures to be added to the routine monthly invoices.
- i. The Treasurer requested the following items be changed: (1) the Credit Card Center (used routinely for fuel) replace the H&T Store, (2) replace Poe and Associates with WDB Engineering, and (3) add to the Treasure report a way to track the OWRB ARPA grant funds. Note: Upon receiving approval from OWRB for transfer to our District, the OWRB ARPA grant funds are direct deposited into a First Fidelity Bank (FFB) account specifically reserved for only these funds.
- c. First Fidelity Bank (FFB) documents for pledging of funds.
- i. Paperwork required by FFB was presented to the Board for approval. The triplicate paperwork was finalizing the banks pledging of funds for the County ARPA funds and since these documents officially formalize the pledging process, they require original signatures. A motion to approve the signing of the bank paperwork was made by Richard Murnan and seconded by Jeannie Salmon. Voice vote was unanimous in favor and the motion carried. The plan was to leave all these documents at the Noble Branch office the morning of August 11, 2023.
- d. No other items were introduced.

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

- a. No Pay Application were submitted for the 144th and Lewis Road water line relocation work.
- b. A payment request (form ORF-271) for repairs to Well #2 was submitted August 1, 2023, to OWRB's Mr. Matthew Cortez for \$28,359.30 to be wired to the First Fidelity account dedicated for OWRB funds. Once the payment is received, the District will send a FFB check for \$28,359.30 to York Pump Service.
- 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. A series of Comprehensive Water Plan meetings have been scheduled from August 15-31 to be held at designated locations across the state along a couple of virtual meetings.

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

- a. OWRB is offering GIS mapping of system free to those who have a loan with the OWRB. There is a meeting planned for the end of August to consider opening this up to Water District who do not have loans, similar to our situation.

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 July 2023 was provided to the Board. A motion was made by Jo Ann Miller and seconded by Robert Grisham 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 September 14, 2023, @ 7pm at the District's Office/Shop.

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

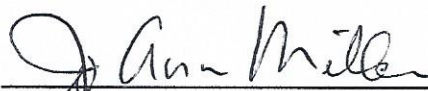
- a. 144th and Lewis Road construction.
- b. Update on the audit work.

14. **Public comments.**

No visitors were present.

15. **Adjourn.**

The meeting was adjourned at 8:30 pm with a motion by Gary Koehn and seconded by David Standridge. Voice vote was unanimous in favor and the motion carried.



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