

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

Thursday, August 15, 2024  
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on August 7, 2024 @ 8:30am.

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

The meeting was called to order by Chairman Richard Murnan at 7:13 pm. Board members in attendance were Jo Ann Miller, Jeannie Salmon, Robert Grisham, Gary Koehn, 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 Robert Grisham to accept the, July 11, 2024, Regular meeting minutes with changes to agenda item 4(b) by adding a sentence stating how vendor invoices can be paid under following the District's Policy and Procedures Manual, to agenda item 5(a) correcting that Gary Koehn made a motion and Jeannie Salmon second for paying a UTS invoice of \$4,954.40 for eight water meters and meter transmitters, and to agenda item 12(a) correction of a grammar error. Voice vote was unanimous in favor and the motion was carried.

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

- a. Regional water project:
  - i. EPA Community grant: EPA provided a negative response on using one of the five options to eliminate the 20% matching requirement.
  - ii. On July 26, 2024, Emily Hoskin met with Robert Grisham and Richard Murnan to discuss options needed to include in a written response which will highlight water quality issues in the area south of Noble and near Slaughterville.
- b. County ARPA project:
  - i. Our Engineer submitted the water tower permit application on July 15, 2024. ODEQ administration forwarded the application on July 23, 2024, to start the ODEQ engineering review which can take up to 45 calendar days. Engineer update on the new water tower near the District Office/Shop. ODEQ is reviewing the water tower plans and hopefully will issue a construction permit soon.
  - ii. Our Engineer also provided information on starting the material needed for the construction permits for the three new wells are planned to start in mid-September. As per requirements for the OWRB ARPA (i.e., two of the three wells will be funded via the OWRB ARPA), the District needs to obligate the funds for the wells by December 31, 2024. Obligation of funds means sending out a request for proposal (RFP), holding a session for contractors to ask questions, open contract bids, and select the winning contractor.
  - iii. A motion was made by Jeannie Salmon and seconded by Gary Koehn to pre-approve the ODEQ Construction Permit for the three water wells. Roll call vote was unanimous in favor and the motion was

carried.

- c. The purchase of generators for the Office/Shop and chlorination building was discussed. Robert Grisham provided quotes for generators from a local vendor handling Cummins equipment.
- d. No other items were introduced.

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

- a. The 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 but are on hold are:
    1. Cazares, and
    2. Johnson.
  - ii. The purchase of a portable welder/generator was considered. Options to purchase the equipment from the State Contract were investigated by Gary Koehn but no welder/generator equipment was found. A motion was made by Gary Koehn and seconded by Jo Ann Miller to pre-approve \$7,500 for the purchase and supporting equipment for a Miller Bobcat 230. Roll call vote was unanimous in favor and the motion was carried.
- b. Purchasing replacement chlorine pumps and repair kits were discussed. The current chlorine pumps are Prominent diaphragm metering pumps (specifically, GMAX1009NPE96000UD1030EN ). The plan would be to replace the current two pumps plus have a spare pump available. Our next step is to locate a vendor handling this specific pump and collect quotes.
- c. No additional monthly expenditures were added to the routine monthly invoices.
- d. No other items were introduced.

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

- a. A motion was made by Gary Koehn and seconded by Richard Murnan to pay a WDB Engineering invoice for \$26,320.00 for a portion of the Engineering fee. The cost would be paid from the County ARPA funds. Roll call vote was unanimous in favor and the motion was 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 August Board meeting was unavailable due to not being printed. The August Treasurer's report will be addressed at the September

Regular Meeting. The separation of operational expenditures from expenditures being covered by ARPA funds has been completed and makes tracking ARPA funds easier.

b. No other information was introduced.

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

a. The next regular board meeting was scheduled for September 12, 2024. Meeting location would be 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.

**14. Adjourn.**

The meeting was adjourned at 8:52 pm with a motion by Gary Koehn and seconded by Jeannie Salmon. Voice vote was unanimous in favor and the motion carried.



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