

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

Thursday, August 14, 2025
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on August 12, 2025 @ 7:25am.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:06. The Board members in attendance were Jeannie Salmon, Jo Ann Miller, Gary Koehn, Robert Grisham, and Richard Murnan. All Board Members were present.

2. Accept minutes of past meeting(s).

- a. Minutes for July 10, 2025, Regular Meeting were not available. These minutes will be placed on the agenda for the September 11 Regular Meeting.

3. Consider actions in support of construction.

- a. Regional water project:
 - i. No additional actions have occurred with this grant.
- b. County ARPA project:
 - i. The project scope for the County ARPA has expanded to include all three wells and transport lines within the groundwater well field located in the Lexington Wildlife Management Area (LWMA).
- c. OWRB ARPA project:
 - i. The OWRB ARPA engineer, Matthew Cortez, has approved the use of ARPA funds to cover fencing around the District's newly acquired property adjacent to the existing water standpipe. The District will initially use funds from our FFB Interest-Only account to cover project costs. Upon completion, receipts and supporting documentation will be submitted for reimbursement.
 - ii. The OWRB ARPA engineer, Matthew Cortez, has approved the use of ARPA funds to cover repairs to the flood-damaged roadway used for monitoring water wells in the LWMA. The District will initially fund the project through its FFB Interest-Only account. Upon completion of the work, receipts and required documentation will be submitted for reimbursement.
- d. Consider action on constructing concrete pads for the stationary generators and propane tanks.
 - i. This action will be postponed until the September meeting since the size and thickness of the concrete pads was unclear.
 - ii. The two stationary generators arrive on August 7, 2025.
- e. Other items as introduced:
 - i. Both Cleveland County and the OWRB have agreed to modify their respective project scopes. Under the revised plan, OWRB ARPA funding will be directed toward the construction of a 150,000-gallon elevated water tower adjacent to the District's Office and Shop. County ARPA funding will continue to support the installation of approximately 15

miles of additional water mains within the existing system and will now also primarily fund the construction of three additional water wells in the LWMA. This adjustment ensures that OWRB funds can be fully utilized before the State's June 1, 2026, deadline for new project expenditures.

- ii. The bids for the elevated water tower were received on August 12, 2025 and we received a letter from WDS Engineering covering the results (including a copy of the bid tabulation). The lowest bid of the two bids we received was from Caldwell Tanks, Inc with a bid of \$2,186,200.
- iii. A motion was made by Gary Koehn and seconded by Jeannie Salmon to approve/accept the bid from Caldwell Tanks, Inc for \$2,186,200 for a 150,000-gallon elevated water tower. The roll call vote was unanimous, and the motion carried. Richard Murnan will notify WDS Engineering of the Board's action concerning the elevated water tower.
- f. No other items were introduced.

4. Consider actions in support of operations.

- a. The Monthly Operator's Report was provided by Royce Hinkle.
 - i. No major issues over the last month of operations.
- b. There are five possible new meter installations:
 - i. Leland Johnson at 16140 168th Street,
 - ii. Julie Kleckner at 19401 144th Street,
 - iii. Matthew and Janell Maral at 14600 Flat Armadillo Road,
 - iv. Angela Alcazar at Lot #3 Moffatt Road, and
 - v. William Sides at 17330 96th Street.
- c. During May, 2025, ODEQ conducted an inspection of the well locations and listed two items that need attention. Flush valves at each well need rock to break water flow when flushing the water wells. They also stated the lids covering the well meters need to have some way to be locked. This work still needs to be accomplished.
- d. The ODEQ engineering review fee for a construction permit has been submitted.
- e. No additional vendors will be added to the routine monthly invoices.
- f. The Oath of office for new Director – Michael Morrissey will be postponed to the September Board Meeting.
- g. Richard Murnan requested a reimbursement for the purchase of a new grass/weed trimmer along with several office items. The trimmer (Stihl FS 131 Brushcutter costing \$569.99) is a duplicate of our original trimmer purchased back in 2019. The original trimmer was in for service and there is a large backlog of lawn care items being repaired and a long wait was expected. Total receipts for the trimmer, tax, and office items are \$664.34. A motion was made by Jeannie Salmon and seconded by Robert Grisham to reimburse Richard Murnan the requested \$664.34. The roll call vote was unanimous, and the motion carried.
- h. Jo Ann Miller requested a reimbursement for sending a payment for the ODEQ engineering review fee using certified mail for \$6.08. A motion was made by Richard Murnan and seconded by Gary Koehn to reimburse Jo Ann Miller \$6.08 for the certified mail expenditure. The roll call vote was unanimous, and the motion carried.
- i. Based on the experience encountered unloading the stationary generators, the District needs a set of forklift extenders that can slip over our existing forklift skid-steer mounted attachment on the front of the District's tractor. A motion was made

by Gary Koehn and seconded by Jeannie Salmon to purchase a set of 6ft forklift extenders from Titan Attachments for \$209.24 plus an additional amount necessary to cover shipping. The roll call vote was unanimous, and the motion carried.

- j. To make the necessary repairs to the flood damaged road in the LWMA, a new metal culvert is needed measuring 3ft in diameter by 30ft in length. The culvert can be purchased from Dub-Ross for \$1069.00 including delivery. An estimate of the cost to make the total repair to the roadway including the culvert was estimated to be below \$7,000.00. A motion was made by Gary Koehn and seconded by Richard Murnan to bundle the roadway repair to include the culvert, needed gravel, and installation at a cost not to exceed \$7,000.00. The roll call vote was unanimous, and the motion carried.

- k. No other items were introduced.

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

- a. No other items were introduced.

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

- a. No external meetings occurred.

7. **Chairman's report.**

- a. No other information was introduced that had not previously been discussed.

8. **Vice Chairman's report.**

- a. Robert Grisham provided the Board information on the purchase of either new or used propane tanks along with that annual rentals would cost from McClain Propane and Rush Propane. After presenting the material, the annual rental from Rush Propane in Wanette, Oklahoma was the best financial option for the District.

9. **Secretary's report.**

- a. No other information was introduced that had not previously been discussed.

10. **Treasurer's report.**

- a. The Treasurer's report for the August Board meeting was unavailable and is expected to be presented at the September meeting.

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

- a. The next regular board meeting was scheduled for September 11, 2025. The meeting location will be at the District Office/Shop.

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

- a. Items that were mentioned:
 - i. Security system.
 - ii. Status of the fencing project around new property.
 - iii. Concrete pads for Stationary Generators.

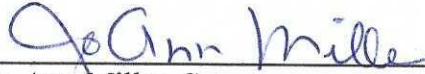
13. **Public comments.**

No members of the public were present.

14. **Adjourn.**

The meeting was adjourned at 8:49pm with a motion by Gary Koehn and seconded by Jo

Ann Miller. Voice vote was unanimous in favor and the motion carried.



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