

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

Thursday, September 12, 2024
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on October 8, 2024 @ 11:30am.

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 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, August 15, 2024, Special meeting minutes with changes to agenda item 10(a) by changing the phrase "...unavailable due it not..." to "...unavailable due to not..." and agenda item 14 replacing Jo Ann Miller with Jeannie Salmon as the person who seconded a motion to adjourn the meeting, 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 August 22, 2024, a virtual meeting was held between ODEQ's Emily Hoskin, IHS's Kody James, and Richard Murnan to determine what material to include in a written response to the EPA for securing a \$1M waiver and release the grant funds for moving water to areas south of Noble and near Slaughterville.
- b. County ARPA project:
 - i. Prior to our meeting, our Project Engineer, Ms. Kim Hornbuckle, provided an update on the new water tower construction near the District Office/Shop concerning the status of our requested ODEQ construction permit. The permit has apparently passed a technical review and was delayed due to a fee difference of \$31.42 (\$30 + a 2.75% credit card fee of \$1.42) and was holding up the permit being issued. Any future application fees should be pre-approved to exceed the estimate fee to reduce any future delays.
 - ii. Our Engineer provided the application for a construction permit for three new water wells. After discussion of the application, the Board took action to allow Richard Murnan to sign the application, obtain the notary public seal, and forward to Ms. Hornbuckle to submit to ODEQ. The motion also included the Board to pre-approve the fees for this application not to exceed \$3,500. Estimate submitted on the application was \$2,947.99. The motion was made by Gary Koehn and seconded by Jeannie Salmon. 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. Materials on Cat/Warren generators estimates were collected by Robert Grisham and distributed to the Board Members. The Board decided to table a decision on selecting the vendor for generators until a future meeting.

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 are for

1. Buchanan, and
2. Westerheide

ii. New meters on hold due to paperwork and fees are:

1. Cazares, and
2. Johnson.

b. The purchase of a portable welder/generator was reconsidered with a final quote of \$7,501.63. A motion was made by Gary Koehn and seconded by Jo Ann Miller to approve the purchase. Roll call vote was unanimous in favor and the motion was carried.

c. The Board discussed options to locate replacement chlorine pumps and repair kits. 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. The vendor that handles the pumps is Haynes Equipment Company in Oklahoma City. Royce Hinkle is in contact with a representative at Haynes.

d. A copy of the System Manager contract was available for review.

e. Options to handle the excessive groundwater collection in the metering container were discussed. An estimate of \$6,500 was made by Xtreme Utility Service but parts were not included.

f. No additional monthly expenditures were added to the routine monthly invoices.

g. No other items were introduced.

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

a. No items were introduced.

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

a. Robert Grisham mentioned his contact with Cat/Warren concerning generator equipment.

b. No other 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. The secretary provide wording to attach to the monthly bills and for the website. The wording establishes dates when payments will be posted to the following

month, warnings to customers to consider transport delays when submitting payments through the US Mail, and to encourage customers to use the online payment service to pay their monthly bills.

b. No other information was introduced.

10. Treasurer's report.

a. The treasurer's report for our August Board meeting was provided for review. The Board had suggestions to move all First Fidelity Bank (FFB) to the end of the Treasurer Report. Another suggestion was to consider moving funds from the FFB "Interest Only" account to the McClain County "Reserve" Super T account. There were no other questions for the Treasurer. A motion was made by Richard Murnan and seconded by Jo Ann Miller to approve the August Treasurer report. Roll call vote was unanimous in favor and the motion carried.

a. The treasurer's report for our September Board meeting was provided for review. There were no questions for the Treasurer. A motion was made by Richard Murnan and seconded by Gary Koehn to approve the September Treasurer report. Roll call vote was unanimous in favor and the motion carried.

b. No other information was introduced.

2. Consider date and place of next regular meeting.

a. The next regular board meeting was scheduled for October 10, 2024. Meeting location would be the District Office/Shop.

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


- a. Two items were mentioned:
- i. Chlorine Pumps
 - ii. Generators

4. Public comments.

No members of the public were present.

5. Adjourn.

The meeting was adjourned at 9:02 pm with a motion by Gary Koehn and seconded by Jeannie Salmon. Voice vote was unanimous in favor and the motion carried.



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