

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

Thursday, October 14, 2021
7pm at Corbett Baptist Church

The agenda for the meeting was posted at the meeting location on October 12, 2021 @ 6:25 pm.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:14pm. Board members in attendance were Jeannie Salmon, Robert Grisham, Gary Koehn, and Richard Murnan. Board members Tammy Koehn and David Standridge were absent.

2. Accept minutes of past meeting(s).

- a. A motion to accept the minutes of the September 9, 2021, Regular Meeting was made by Jeannie Salmon and seconded by Robert Grisham with no changes needed. Voice vote was unanimous in favor and the motion carried.

3. Consider actions in support of construction.

- a. Update on planned actions on SH 39 District property (office/shop building).
 - i. Office interior has been painted, doors installed, locks installed
 - ii. Countertops have been installed and plumbing fixtures installed.
 - iii. Air conditioning is operational.
 - iv. On October 14 a meeting with ODEQ's Alexandra (Alex) Graves occurred to layout the locations for soil sampling prior to installation of a septic system.
 - v. On October 14 scheduling the water installation occurred for the building plus another meter addition along 96th street.
 - vi. An issue was brought to the attention of the building contractor with the shade of tan color used for the gutter downspout as being in contrast with the outside tan skirting used on three sides of the building.
- b. Regional water project.
 - i. A document is being prepared of expenditures that were not in our initial project. One of the major items was dealing with expenditures charged by ODWC for well sheltering and roadways.
 - ii. A meeting with WDB Engineering is needed to start the work on a feasibility study
- c. No other items were introduced.

4. Consider actions in support of operations.

- a. Monthly Operator's Report.
 - i. The Board was briefed on the attempts to document the recent changes made with the meters along the Flat Armadillo Road Extension project. One major change was dealing with a service line from the meter to the north side of the Wyatt property that did not have a utility easement as it crossed on the then Pruitt property. No utility easement was created by Pruitt prior to selling the 70+ acre property to the new owner. The new owner wanted Pruitt to reroute the service line off his property or receive

compensation for a utility easement. This discussion went on for several months, with the result being a new service line to the Wyatt property by moving from the meter, boring under the roadway to the south side of the county road. Then running the new service line west on the Little property to just south of the Wyatt property near the eastside of their driveway, then back under the county road and into the yard of the Wyatt property. Pictures of the installation were taken along with GPS readings where the water service line was bored under the roadway and where a ripper/chisel was used to bury the serve line on the Little property. This new service line is documented in the “inspector log and notes.docx”

- b. Consider additional monthly expenditures to be added to the routine monthly invoices.
 - i. No new vendors were added to the list considered under the routine monthly invoices.
- c. No other items were introduced.

5. Consider requests for expenditure.

- a. A motion was made by Robert Grisham and seconded by Jeannie Salmon to reimburse Richard Murnan \$252.32 for: (10/2/2021 – USPS receipt) 200 postcard stamps (\$0.40 each) totaling \$80.00 and (10/7/2021 – ODEQ receipt) ODEQ fee for soil testing totaling \$172.32. A roll call vote was unanimous in favor and the motion carried.
- b. A discussion to obtain a District credit card occurred. The Board agreed a District credit card should be applied for in an effort to shop for lower cost for ongoing expenditures (e.g., vehicle fuel).
- c. No other items were introduced.

6. Review external interactions since last regular Board meeting.

- a. September 28, 2021 – Commissioner Haralson and John Roberts from his office toured our new building and tower and control building area. Discussed:
 - i. “Cooperative Agreement” with Sheriff Office – contacted Sheriff twice but no response.
 - ii. Options to transfer surplus furniture to District.
 - iii. Regional Water Project – Commissioner is behind the project with a considerable amount of grant funds.
 - iv. Asked if the Davis-Bacon Act of 1931 would be imposed on the grant funds.
- b. No other items were introduced.

7. Chairman’s report.

- a. The Chair wanted to recognize the passing of a former Board Member, Mr. Hank Ivester. Mr. Ivester passed away on August 28, 2021.

8. Vice Chairman’s report.

- a. No items were introduced.

9. **Secretary's report.**

- a. The secretary was absent, and no report was available.

10. **Treasurer's report.**

- a. Review and ratify past monthly Treasurer Reports for income and expenditures cleared during October 2021.
 - i. A motion was made by Richard Murnan and seconded by Robert Grisham to ratify the October 2021 meeting financial report (Attachment #1). A roll call vote was unanimous in favor and the motion carried.

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

- a. The next meeting will be rescheduled to a Special Meeting on November 9, 2021, at 6:30 pm at the Corbett Baptist Church. Also, the Regular Annual Meeting planned for November 18, 2021, has been rescheduled to occur immediately following the November 9 Special Board Meeting. The Annual Meeting will now be on November 9, 2021, at 7:00pm at the Corbett Baptist Church. The Cleveland County Clerk's office will be notified of these changes.

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

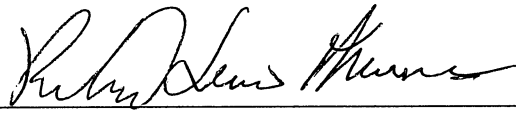
- a. Building Status.
- b. Regional water source.
- c. Website Status.

13. **Public comments.**

No visitors were present.

14. **Adjourn.**

The meeting was adjourned at 8:06 pm with a motion by Gary Koehn and seconded by Jeannie Salmon. Vote was unanimous in favor and the motion carried.

for 

Tammy Koehn, Secretary
Cleveland County Rural Water District #1

ATTACHMENT #1 - MONTHLY TREASURER'S REPORT FOR : October 2021 meeting

BALANCES	Previous	Current	Comments		
McClain Regular Checking	\$56,625.37	\$51,032.77			PSN 2485.32, Reg 10484.60, Hydraulic Study 200.00, Total 13169.92
McClain Super T	\$39,091.99	\$40,452.81			Interest 6.65 + auto transfer 1354.17
McClain Super T Reserve	\$71,753.44	\$72,775.59			Interest 11.95 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			

BILLS PAID (Monthly)	SUB TOTAL	TOTAL	Check	Date	Comments
Direct Withdraw (DW) or Debit Card (DBT)		\$10,336.00			
Cricket Phone	\$58.00		DBT	9/10/21	
USDA auto debit	\$8,893.00		AW	9/27/21	Loan #1 payment
USDA auto debit	\$1,385.00		AW	9/27/21	Loan #2 payment

OEC		\$1,313.00	DBT	9/21/21	(591.00 + 722.00) can't pay over \$1000.00 at a time using debit and online pay
Well 1	\$383.00				
Well 2	\$637.00				
Well 3	\$68.00				
Bldg	\$67.00				
Office Bldg	\$73.00				
Fiber (internet)	\$85.00				

Wildlife Lands & Minerals		\$435.28	1445	8/10/21	Monthly Payment
American Waterworks		\$54.00	1452	9/7/21	INV 71727 brass T and nipple
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
H&H Plumbing		\$694.00	1450	9/7/21	INV 37066 dig up waterline on 144th
H&T Store		\$398.98	1456	9/10/21	Fuel
Pearsons		\$106.42	1449	9/7/21	PVC and clear tubing
Pioneer Supply					
Pioneer Supply					
UTS, Sensus Annual Support, Due in Feb each year (\$3,000 for FY21)					
Haynes Equipment					
Core & Main					

ERT Lab		\$27.00	1451	9/7/21	inv 82613
Copper & Lead Tests X 5	\$0.00				
VOC Chlorination Station for Wells	\$0.00				
Bac T	\$27.00				
Mid-American Chemical		\$350.90	1453	9/7/21	INV S1180 2 barrels chlorine
BlueBook			DBT		
Sequoyah Software, Annual Support, Due in Aug each year (\$500 for FY21)					
Poe & Associates					
OTHER Payments Approved					
Richard Murnan		\$182.57	1455	9/9/21	165.34 in stamps, 17.23 paper & envelopes
Royce Hinkle					
TOTAL Bills PD \$13,898.15					
CONTRACTORS					
Royce Alan Hinkle		\$2,500.00	1448	8/30/21	Payment for service
Royce Alan Hinkle					
CONTRACTOR TOTAL \$2,500.00					
Monthly Expenditures \$16,398.15					