

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

Thursday, October 13, 2022
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on October 11, 2022 @ 6:50pm.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:04pm. Board members in attendance were Robert Grisham, JoAnn Miller-Dudgeon, Jeannie Salmon, Gary Koehn, and Richard Murnan. Board member David Standridge was absent.

2. Accept minutes of past meeting(s).

- a. A motion to accept the minutes of the September 13, 2022 Special Monthly Meeting was made by Jeannie Salmon and seconded by Robert Grisham with the noted changes identified by the Board. The changes were minor grammar changes on agenda items 7(a), 8(a), and subtitle labeling (i.e., (a), (b), etc.) under items 1, 13, and 14. Voice vote was unanimous in favor and the motion carried.

3. Consider actions in support of construction.

- a. Regional water project.
 - i. The District received word on September 28, 2022 the American Recovery Plan Act (ARPA) grant funds will be distributed to the District as a subrecipient to the County. In this same meeting, County representatives requested the project be divided into two project phases.
- b. Consider three separate resolutions authorizing the Chair to complete/sign/submit all materials necessary for the initial application, follow-on questions, and acceptance of ARPA grants from OWRB, ODEQ, and the Cleveland County. A motion was made by Gary Koehn and seconded by Robert Grisham to approve all three resolutions under one motion. Roll call vote was unanimous in favor and the motion carried. Each resolution was signed by the Board Members present. David Standridge was absent for this meeting but was contacted for his concurrence and signature of the resolutions after the meeting. The resolutions signed were for:
 - i. an ARPA grant from OWRB,
 - ii. a DWSRF grant from ODEQ, and
 - iii. for the ARPA grant from the County.
- c. ADA compliant parking.
 - i. Four bids for a 25'x18' concrete parking area have been received. The parking must provide a van handicapped parking space (11'wide), a 5' wide aisle that leads from the parking area to the existing entry porch, plus provide one additional visitor parking area (8' wide). The extra 1 foot of width will allow any issues with placement of paint lines widths to meet ADA compliance.
 - ii. Work on the ADA compliant parking is on hold until funds are available.
- d. No other items were introduced.

4. **Consider actions in support of operations.**
 - a. Monthly Operator's Report.
 - i. No major issues with the system since our August meeting.
 - b. Consider additional monthly expenditures to be added to the routine monthly invoices.
 - i. No additional vendors were either added or removed.
 - c. Membership drive on proposed new distribution waterline loops.
 - i. A mass mailing will be needed to reach residence along the proposed waterline loops. A collection of addresses will be necessary, which takes some time.
 - d. Other items as introduced.
 - i. No additional items were introduced.
5. **Consider requests for non-routine expenditure.**
 - a. No items were requested.
6. **Consider items for the Annual Membership meeting on November 17, 2022.**
 - a. Items that were discussed were providing a briefing on the Regionalization project, summary of major milestones since the last Annual Meeting, and election of Board Members. The Board positions held by Jo Ann Miller-Dudgeon and Gary Koehn are open for a three-year term. The Board position previously held by Tammy Koehn is also open.
7. **Review external interactions since last regular Board meeting.**
 - a. October 10, 2022, Richard Murnan had a meeting with Ashley VanDeburgh (Town Administrator) with the Town of Slaughterville to provide an initial briefing and provided an email as a follow-up to this meeting.
 - b. September 26, 2022, Jo Ann Miller-Dudgeon, Robert Grisham, and Richard Murnan attended a DWSRF training session at ODEQ HQ in Oklahoma City.
 - c. September 28, 2022, Jo Ann Miller-Dudgeon, Robert Grisham, and Richard Murnan attended a meeting with officials from the County (John Roberts and Brian Wint), ADG (Jason Cotton), and 929 Strategies (Melissa Houston) on what is needed to allow transfer of the \$3.5M County ARPA funds.
 - d. No other items were introduced.
8. **Chairman's report.**
 - a. The chair requested the District's Secretary position be filled by one of the Board Members. Jo Ann Miller-Dudgeon agreed to serve in the Secretary position. A motion was made by Gary Koehn and seconded by Jeannie Salmon to appoint Jo Ann Miller-Dudgeon as the District's Secretary. In December, all District Officer positions will be up for election. A voice vote was unanimous in favor and the motion carried.
 - b. No other information introduced that had not previously been discussed.
9. **Vice Chairman's report.**
 - a. No other information introduced that had not previously been discussed.
10. **Secretary's report.**

- a. Secretary position is now filled by Jo Ann Miller-Dudgeon till the December 2022 meeting. Chair is taking minutes for this meeting and will coordinate with Jo Ann Miller-Dudgeon on a draft for the October meeting.

11. Treasurer's report.

- a. The Treasurer report for September 2022 was provided to the Board. A motion was made by Jo Ann Miller-Dudgeon and seconded by Gary Koehn to accept the report. Roll call vote was unanimous in favor and the motion carried.
- b. A motion was made by Jo Ann Miller-Dudgeon and seconded by Jeannie Salmon to remove the summary of the banking account balances previously included under this agenda item and replace with a statement that a copy of the Treasurer's report is available upon a written request to the District. Roll call vote was unanimous in favor and the motion carried.
- c. No other information was introduced.

12. Consider date and place of next regular meeting.

- a. The next regular board meeting is scheduled to be held on November 10, 2022, at the District's Office/Shop building.

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

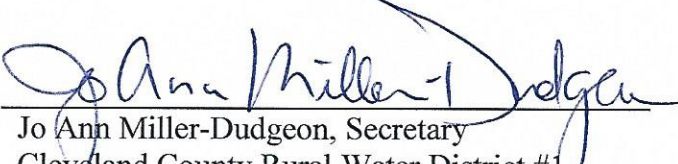
- a. Regional Project.
- b. Contact USDA on reserve account.

14. Public comments.

No visitors were present.

15. Adjourn.

The meeting was adjourned at 9:11 pm with a motion by Gary Koehn and seconded by Robert Grisham. Vote was unanimous in favor and the motion carried.


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