

Minutes of the Regular Meeting of the
Board of Directors,
Cleveland County Rural Water District No. 1

Thursday, October 8, 2020

The agenda for the meeting was posted on the District's website on October 7, 2020 @ 6:30 pm. This meeting was conducted in accordance with 25 O.S §306 (C) (Signed and enacted March 18, 2020). All Board Members joined this meeting via videoconference from their residence. The posted agenda invited and provided instructions for the Public to join by either videoconference or teleconference.

1. Call to order and roll call

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

2. Accept minutes of past meeting(s)

- a. A motion to accept the minutes of the September 10, 2020 Regular Meeting was made by Robert Grisham and seconded by Tammy Koehn with changes in agenda item 3(d) (sentence structure) and agenda item 3(f) sentence changed to "collection of and official approval". Voice vote was unanimous in favor and the motion carried.
- b. No other items were introduced.

3. Consider actions in support of construction

- a. On the SH39 property, fencing project was completed September 27, 2020 for \$1,720 to Lopez Fencing, \$615.34 to Tractor Supply for fencing material for a total of \$2,335.34.
- b. On the SH39 property, a temporary pole was set at the end of September. Since then, contacts with an electrician suggested we wait on setting a meter since the metal building construction crew use their own generators. Once the building is up, we can contact OEC to complete the underground work from transformer to the building, setting the meter on the side of the building. After setting the temporary pole, it was learned the pole also needed to include all necessary equipment to mount a meter and string overhead wiring to the temporary pole.
- c. Our representative with Better Barns, Vance Wright (office 405-872-7433, cell 405-207-1240, fax 405-872-8657, email vance@betterbarns.net) apparently has been ill or in COVID-19 quarantine.
- d. On September 30, 2020, the veneer panels were successfully installed on the Lexington Wildlife Management Area (LWMA) containment shelters near Well #1 and Well #3. The panels and wells were stained (on the Well #1 and #3 structures) and painted with latex paint (on the containment structures and Well #2 – ran out of stain for Well #2). Total labor cost for Royce's recruited helper was \$420.00, veneer from Texture Plus was \$8,505.16, paint/supplies from Home Depot was \$227.03, plus concrete drill bits and concrete screws from Pearson's Lumber (\$84.43). The BEHR paint color is Desert Sandstone (Solid Concrete Stain – Base 800: CLRNT -OZ 384th, BL -O 284, CL -2 352, FL -0 84) and (Flat Latex – Base 4400: CLRNT -OZ 384th, BL -1 120, CL -5 32, FL -O 152) from Home Depot. Jeannie Salmon allowed the use of her brother's paint spray unit to paint the structures.

- e. On September 29, 2020 – the ODEQ approved plans and specifications were dropped off at Jason Pruitt’s office for temporary use to make copies. Copies were needed to circulate for bids.
- f. On September 29, 2020 – a copy of the Developers Agreement, without cost figures, was left at Jason Pruitt’s office.
- g. On October 5, 2020 – the ODEQ approved plans and specifications were returned from Jason Pruitt’s office.
- h. No other items were introduced.

4. Consider actions in support of operations

- a. Monthly Operator’s Report included:
- b. September 15, 2020, County successfully repaired the sinkhole at the Southwest corner of 180th and SH39.
- c. Robert and Carol Brown sold their property at southwest corner of 84th and Lewis Road to Adam and Jennifer Brock. They received the October bill and asked questions and were uncertain about the water quality from their private well. Royce Hinkle located and cleaned around their meter which was in a pasture north of the home plus informed them of the location of their current water well.
- d. No other items were introduced.

5. Consider request for expenditures (ratification of routine monthly invoices, contractors, and miscellaneous expenditures)

- a. Motion was made by Gary Koehn and seconded by Richard Murnan to ratify the October meeting Treasurer report (Attachment #1) Routine Monthly Invoices. A roll call vote was unanimous in favor and the motion carried.
- b. Motion was made by Jeannie Salmon and seconded by Robert Grisham to ratify the expenditure for Royce Hinkle for September work completed as an independent contractor. A roll call vote was unanimous in favor and the motion carried.
- c. Motion was made by Richard Murnan and seconded by Jeannie Salmon to reimburse Royce Hinkle for 42 hours at \$10.00/hr. for Royce’s recruited help in veneering the containment shelter. Total amount is \$420.00.
- d. Motion to reimburse to Richard Murnan for expenditure made for 100 USPS postcard stamps (10/2/20 - \$35.00), 4 cans of latex paint, 2 cans of stain, 2 brushes, 2 rollers, 1 roller handle (9/25/20 - \$227.03). Total amount is \$ 262.03. A roll call vote was unanimous in favor and the motion carried.
- e. No other items were introduced.

6. Review external interactions since last regular Board meeting

- a. October 2, 2020 – Phone conversation with Emily Hoskin of ODEQ about becoming a regional water supplier.
- b. October 6, 2020 – Phone conversation with County Commissioner Harold Haralson on road boring permit and the conversation with ODEQ about a regional water supplier.

7. Chairman’s report

- a. Two termination of membership letter sent to:
 - Joshua Lambert – 16200 180th Street (called by Douglas McGowan (601-888-6234) to forfeit membership, status being meter would have served abandoned storm

damaged trailer – no payment since 3/22/20 \$270.00 due) and

- Jonathan Scribner – 12800 Lewis Road (no payment since October 9, 2019 \$594.00 due).
- b. ODEQ Annual Certification Form completed and notices sent out with October billing statement.
- c. No other items were introduced.

8. Vice Chairman's report

- a. Canceling Hughesnet will be possible after the 2-year contract expires as on November 21, 2020. OEC fiber is up and working fine.

9. Secretary's report

- a. No documents were submitted to the record.

10. Treasurer's report

| | |
|--|--|
| Previous checking - \$108,719.69 | Current checking - \$103,053.89 |
| Previous savings - \$22,776.02 | Current savings - \$24,132.17 |
| Previous Debit Service Reserve - \$59,486.06 | Current Debit Service Reserve - \$59,498.28 |
| Previous construction account - \$0.75 | Current construction account - \$0.00 |

The Treasurer made note that the bank failed to transfer \$1,354.17 to the Debit Service Reserve as shown in the September 30 bank statement (the transfer occurred on October 1, 2020 instead and should be reflected in the October 31 bank statement). A motion was made by Tammy Koehn and seconded by Robert Grisham to approve the Treasurer report. A roll call vote was unanimous in favor and the motion carried.

11. Consider date and place for next regular meeting

- a. The next regular meeting will be 7 pm on November 12, 2020 via videoconferencing.

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

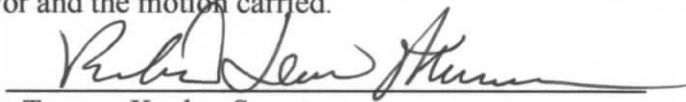
- a. Building status.
- b. Land leveling and gravel/rock to the tower.
- c. OEC power status at building status.
- d. Annual Meeting in November based access to continue use of videoconferencing.

13. Public comments:

No visitors were present.

14. Adjourn

The meeting was adjourned at 8:33 pm with a motion by Gary Koehn and seconded by Tammy Koehn. 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 : September 2020 Meeting

| BALANCES | Previous | Current | Comments | | |
|--------------------------|--------------|--------------|----------|--|---|
| McClain Regular Checking | \$110,250.84 | \$108,719.69 | | | PSN 2235.46, Reg 17868.45, Hydraulic |
| McClain Super T | \$22,774.08 | \$22,776.02 | | | Interest 1.94 + auto transfer 1354.17 on |
| McClain Super T Reserve | \$58,463.26 | \$59,486.06 | | | Interest 12.60 + auto transfer 1010.20 8- |
| First Fidelity | \$79,553.75 | \$0.75 | | | |

| BILLS PAID (Monthly) | TOTAL | | Check Date | | Comments |
|--------------------------------------|--------------|----------|------------|---------|--------------------|
| Direct Withdraw or Debit Card | | \$160.50 | | | |
| Hughesnet | \$102.50 | | DW | 8/24/20 | should be last one |
| Cricket Phone | \$58.00 | | DBT | 8/10/20 | |

| OEC | | \$1,643.00 | 1333 | 7/15/20 | |
|------------|----------|------------|------|---------|--|
| Well 1 | \$563.00 | | | | |
| Well 2 | \$947.00 | | | | |
| Well 3 | \$66.00 | | | | |
| Bldg | \$67.00 | | | | |

| | | | | | |
|------------------------------------|---------|------------|------|---------|--|
| GOOGLE Suite | | \$6.00 | DBT | 8/3/20 | Monthly charge to use Google Suite |
| USDA auto debit | | \$8,893.00 | AW | 8/25/20 | Loan #1 payment |
| USDA auto debit | | \$1,385.00 | AW | 9/4/20 | Loan #2 (not on AUG bank statement) |
| Wildlife Lands & Minerals | | \$372.81 | 1331 | 7/15/20 | Monthly Payment (changes each April) |
| American Waterworks | | | | | |
| B&H Core Drilling | | | | | |
| H&H Plumbing | | | | | |
| H&H Plumbing | | | | | |
| H&T Store | | \$268.97 | 1335 | 8/5/20 | gas |
| Pearsons | | | | | |
| Pioneer Supply | | | | | |
| Pioneer Supply | | | | | |
| UTS | | | | | |
| Haynes Equipment | | | | | |
| Core & Main | | | | | |
| ERT Lab | | \$25.00 | 1336 | 8/5/20 | SEE BELOW |
| Copper & Lead Tests X 5 | | | | | |
| VOC Chlorination Station for Wells | | | | | |
| Bac T | \$25.00 | | | | INV 76919 |
| Mid-American Chemical | | \$330.00 | 1337 | 8/5/20 | INV 113356 (\$165 per 55 gal barrel of |
| BlueBook | | | | | |
| Moore Printing | | | | | |

OTHER Payments Approved

| | | | | | |
|----------------------|--|------------|------|--------|--|
| Richard Murnan | | | | | |
| Royce Hinkle - Parts | | \$55.05 | 1338 | 8/5/20 | TSC Hose, Ace PVC parts |
| Texture Plus | | \$8,505.16 | DBT | 8/5/16 | Panels for containment shelters (ODWC) |
| Sequoyah Software | | \$500.00 | 1340 | 8/5/20 | UB/ACC |

TOTAL Bills PD **\$22,144.49**

CONTRACTORS

| | | | | | |
|-------------------|--|------------|------|---------|-------------------------|
| Royce Alan Hinkle | | \$2,500.00 | 1341 | 8/31/20 | Payment for August 2020 |
|-------------------|--|------------|------|---------|-------------------------|

CONTRACTOR TOTAL **\$2,500.00**

Monthly Expenditures **\$24,483.99**