

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

Thursday, November 12, 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 7:03 pm. Board members in attendance were Jeannie Salmon, Robert Grisham, Gary Koehn, Tammy Koehn, and Richard Murnan. Board members Don Wood and David Standridge arrived during agenda item #2. Don Wood had to leave the videoconference at the start of agenda item #5.

2. Accept minutes of past meeting(s)

- a. A motion to accept the minutes of the October 8, 2020 Regular Meeting was made by Gary Koehn and seconded by David Standridge with changes in agenda item 3(d) to fill in an amount for Pearson Lumber (\$84.43) and agenda item 4(b) removing the "Updated?" comment. Voice vote was unanimous in favor and the motion carried.
- b. No other items were introduced.

3. Consider actions in support of construction

- a. The Flat Armadillo extension is progressing well with the two Bac-T tests coming back clean. The home at 11411 Flat Armadillo is now hooked up as of November 12, 2020. All that is left to complete is final covering of the lines and smoothing of ditches. Rain is expected which may delay finishing the work till the week of November 16, 2020.
- b. Update on planned actions on the District's SH39 property.
 - i. Electrical service to the SH39 property is complete awaiting the building to be erected so a meter can be installed on the east side of the building.
 - ii. Plans for the building layout were presented based on sketches provided by Better Barns, Vance Wright (office 405-872-7433, cell 405-207-1240, fax 405-872-8657, email vance@betterbarns.net). All Board Members agreed with the plans and we should move forward with the building project.
- c. A motion was made by Robert Grisham and seconded by David Standridge to approve a resolution to use the remaining USDA/RD grant funds to reimburse District funds paid to Better Barns (Noble, OK) for an Americans with Disability Act (ADA) compliant 40' x 60' office/shop building located on District property. A roll call vote was unanimous in favor and the motion carried. Payments to Better Barns are in three payments. The first payment will be paid at the time the contract is signed, the second as the interior work is underway, with the last payment made when the building is complete.
- d. A motion was made by Jeannie Salmon and seconded by Tammy Koehn to approve a resolution to allow the Chairman to sign all necessary contracts with Better Barns (Noble, OK) for the construction of the District's office/shop building located approximately 3.5 miles east of Lexington, OK along the north side of State Highway 39. A roll call vote was

unanimous in favor and the motion carried. The resolution includes authorization for the use of District funds to construct a ADA compliant 40' x 60' office/shop building with the USDA/RD remaining grant funds to reimburse the District.

e. No other items were introduced.

4. Consider actions in support of operations

a. Monthly Operator's Report included:

- Removal of bee nests in the air relief valves on SH39 and Lewis road.

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

c. No other items were introduced.

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

a. Motion was made by Richard Murnan and seconded by Robert Grisham to offer Corbett Baptist Church a bill reduction to \$512.38 from their current bill of \$721.00. The difference of \$208.62 is the total late fees that are due. We would ask the Church to pay in full the \$512.38 or agree to reach a \$0 overall water bill balance over the next couple of months. A roll call vote was unanimous in favor and the motion carried.

b. Motion was made by David Standridge and seconded by Gary Koehn to ratify the October meeting Treasurer report (Attachment #1) Routine Monthly Invoices. A roll call vote was unanimous in favor and the motion carried.

c. Motion was made by Gary Koehn and seconded by David Standridge to ratify the expenditure for Royce Hinkle for October work completed as an independent contractor. A roll call vote was unanimous in favor and the motion carried.

d. Motion was made by Robert Grisham and seconded by Gary Koehn to pay for independent contractor inspection work completed by Royce Hinkle during the Flat Armadillo Road extension project. 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. November 10, 2020 – Meeting with Better Barns on building project.

b. No other items were introduced.

7. Annual Meeting on November 13, 2020

a. Due to the continuance of the COVID-19 pandemic and the November 15, 2020 expiration of the Open Meeting temporary allowance of videoconferencing, the District emailed the County Clerk's to hold the Annual Membership Meeting on November 13 as using videoconferencing instead of the previously scheduled November 19 meeting date which would have to be done in person.

b. Board members positions that are up for election are currently held by David Standridge, Jeannie Salmon, and Tammy Koehn. All were asked if they would be agreeable for nomination for another three-year term. All three were agreeable to being nominated.

8. Chairman's report

a. One termination of membership letter sent to:

- i. Dena Hudson – 17501 S 39 East – no payment since 2/21/20 with \$468.00 due by 10/17/2020

- b. Annual Meeting notices were sent to all members using the November billing statements.
- c. No other items were introduced.

9. Vice Chairman's report

- a. Plan is to contact HughesNet before November 21, 2020 to cancel their internet service.

10. Secretary's report

- a. No documents were submitted to the record.

11. Treasurer's report

Previous checking - \$103,053.89	Current checking - \$106,965.35
Previous savings - \$24,132.17	Current savings - \$26,845.94
Previous Debit Service Reserve - \$59,498.28	Current Debit Service Reserve - \$61,531.66
Previous construction account - \$0.00	Current construction account - \$0.00

A motion was made by Robert Grisham and seconded by Gary Koehn to approve the Treasurer report. A roll call vote was unanimous in favor and the motion carried.

12. Consider date and place for next regular meeting

- a. The next regular meeting will be 7 pm on December 10, 2020 @ Corbett Church.

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

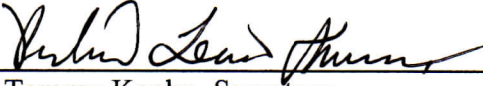
- a. Building status.
- b. Land leveling and gravel/rock to the tower.

14. Public comments:

No visitors were present.

15. Adjourn

The meeting was adjourned at 8:31 pm with a motion by Gary Koehn and seconded by David Standridge. Vote was unanimous in favor and the motion carried.

for 

Tammy Koehn, Secretary
Cleveland County Rural Water District #1

