

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

Thursday, November 13, 2025

Held after the Special Annual Membership Meeting which started at 7:00pm
at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on November 10, 2025 @ 8:10am.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:47pm. The Board members in attendance were Gary Koehn, Jo Ann Miller, Jeannie Salmon, Michael Morrissey, Robert Grisham, and Richard Murnan. All Board Members were present.

2. Accept minutes of past meeting(s).

- a. Minutes for October 9, 2025, Regular Meeting were reviewed. A motion was made by Jo Ann Miller and seconded by Jeannie Salmon to accept the October 9, 2025, Regular Meeting minutes with minor grammatical corrections made to 3c(ii), 11, and corrections for mislabeled agenda items (i.e., there were two agenda items 12, and it was corrected to 11, 12, 13, 14, and 15). Voice vote was unanimous in favor, and the motion was carried.

3. Consider actions in support of construction.

- a. Regional water project:
 - i. No additional actions have occurred with this grant.
- b. County ARPA project:
 - i. During our September meeting with Project 929 (project management to oversee ARPA project supported by Cleveland County) it was agreed to supply Project 929 a project timeline for the construction of the water tower. The District supplied the information prior to a deadline of October 30.
 - ii. The Board also discussed how the remainder of the County ARPA funds would be used in the construction of new water wells and that it might be necessary to prioritize what water mains are absolutely needed within our existing membership distribution water mains. Of importance is one mile long, 6" water line running from SH 39 south on 120th Street to Lewis Road. This would provide a second primary water main for those members living south of SH 39 (i.e., the one and only water main servicing the extreme southern area of the county is along 144th Street).
- c. OWRB ARPA project:
 - i. A pre-construction meeting was held October 22, 2025, for elevated water tower where additional information was provided on the design of tower. There was a discussion about the location of water tower and the tower's proximity to the office/shop building being very close together. The issue of purchasing two additional acres of land from Mr. and Mrs. Sherman was discussed.
 - ii. A motion was made by Richard Murnan and seconded by Jeannie Salmon to move forward with the purchase of two additional acres from

Mr. and Mrs. Sherman. The additional land would provide the necessary space to construct the 150,000-gallon water tower on this new property. A roll call vote was unanimous in favor, and the motion carried. Richard Murnan will work with the Sherman's on the property cost, arrangement for the surveyor, and working with our attorney Cheryl Clayton on the necessary paperwork (title and closing) to purchase the land in time for the foundation construction to begin close to December 2, 2025.

- iii. The fencing of the new property around the District's Standpipe along with repairs to a flood-damaged roadway in Lexington Wildlife Management Area have both been completed. This roadway is our primary road to reach our existing Well #2. It will also be critical to allow well drilling equipment to reach our construction sites for our new Well #4 and #5.
- d. Consider action on constructing concrete pads for the stationary generators and propane tanks.
 - i. Engineering drawings of the stationary generators confirm the size of the generator pads needs to be at least 115 inches x 48 inches, therefore enlarging the pads to 10.5'x5' would be appropriate. Once the water tower is under construction, a location for the generator and propane tank will be decided.
 - ii. On November 10, 2025, ODEQ issued the construction permits for the 3 wells and transport/distribution water mains. With the two resolutions made in the October Board Meeting, we were able to move forward with the advertisement for both of these projects. The Advertisement for Bids was scheduled for running in the Norman Transcript on November 21 and November 28, 2025, with a pre-bid virtual meeting on December 3, 2025.
- e. No other items were introduced.

4. **Consider actions in support of operations.**

- a. The Monthly Operator's Report was provided by Royce Hinkle.
- b. No issues to report.
- c. There are three possible new meter installations that await payment of fees and paperwork:
 - i. Leland Johnson at 16140 168th Street,
 - ii. Julie Kleckner at 19401 144th Street,
 - iii. Matthew and Janell Maral at 14600 Flat Armadillo Road,
- d. No additional vendors will be added to the routine monthly invoices.
- e. No other items were introduced.

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

- a. No requests were made.

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

- a. Robert Grisham reported that he had several visits to electrical suppliers in preparation for installing transfer switches for our new generators.

7. **Chairman's report.**

- a. No other information was introduced that had not previously been discussed.
8. **Vice Chairman's report.**
 - a. Robert Grisham provided information on the cost of connecting the portable generator to Well #1. The electrical cables would be close to \$600 to reach from the generator to the transfer switch that would be mounted in the containment shelter for Well #1.
 9. **Secretary's report.**
 - a. No other information was introduced that had not previously been discussed.
 10. **Treasurer's report.**
 - a. The Board reviewed the October 2025 Treasurer's Report. A motion was made by Gary Koehn and seconded by Michael Morrissey to approve the report without any modifications. A roll call vote was unanimous in favor and the motion passed.
 - b. The Board reviewed the November 2025 Treasurer's Report. A motion was made by Jo Ann Miller and seconded by Michael Morrissey to approve the report without any modifications necessary. A roll call vote was unanimous in favor and the motion passed.
 11. **Consider date and place of next regular meeting.**
 - a. The next regular board meeting was scheduled for December 11, 2025. The meeting location will be at the District Office/Shop and will begin following the Annual Membership Meeting.
 12. **Identify prior actions and agenda items for next regular meeting.**
 - a. Items that were mentioned:
 - i. Security system.
 13. **Public comments.**

No visitors were present.
 14. **Adjourn.**

The meeting was adjourned at 8:47pm 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