

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

Thursday, December 9, 2021
7:00pm at Corbett Baptist Church

The agenda for the meeting was posted at the meeting location on December 8, 2021 @ 4:30pm.

1. Call to order and roll call.

The meeting was called to order by Chairman Richard Murnan at 7:06pm. 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 November 9, 2021, Special Meeting was made by Robert Grisham and seconded by Jeannie Salmon with a modification in in:
 - i. agenda item 2b where the word “changes” shall be corrected to “change”,
 - ii. agenda item 4a.i where the occurrence of “are is” changed to “is” and a new last sentence was added stating “The third new meter was added along Flat Armadillo Road.”, and
 - iii. agenda item 5a is changed to add clarification for the item “chlorine plastic T’s” to read “plastic tubing T’s used on the chlorine lines”.

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. The District’s office/shop building water line was installed on November 19, 2021 by H&H Plumbing.
 - ii. On November 19, 2021, Alexandra “Alex” Graves performed the Soil Test needed for the permit for a Septic System. We received the completed permit on November 29, 2021.
- b. Regional water project.
 - i. WDB Engineering continues work on the needed Engineering Report.
- c. No other items were introduced.

4. Consider actions in support of operations.

- a. Monthly Operator’s Report.
 - i. Three water lines were installed in the last month.
- b. A meeting is planned with ODEQ on Friday, December 10, 2021 at the Corbett Church.
- c. Insurance on the District’s office/shop is needed. Suggestions of contacting several local insurance companies including ORWA.
- d. Consider additional monthly expenditures to be added to the routine monthly invoices.
 - i. OKWater LLC will be added to the list and Poe & Associates will be removed.
- e. No other items were introduced.

5. **Consider requests for expenditure.**

- a. A motion was made by Jeannie Salmon and seconded by Robert Grisham to reimburse Richard Murnan for \$210.53 for 2 rolls of postcard postage stamps (\$80.00) and three window blinds from Home Depot (\$130.53) for the Office/Shop building. A roll call vote was unanimous in favor and the motion carried.
- b. No other items were introduced.

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

- a. No other items were introduced.

7. **Chairman's report.**

- a. No items were introduced.

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. A motion was made by Richard Murnan and seconded by Gary Koehn to accept the November Meeting Treasurer's Report. This Treasurer Report was available during the November 2021 meeting, but time constraints to start the 2021 Annual Meeting forced the Board to delay till the December 2021 meeting. A roll call vote was unanimous in favor and the motion carried.

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

- a. The next regular board meeting will be held at 7 pm on January 13, 2022, at the CCRWD#1 Office/Shop building.

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


- a. Status of Website.
- b. Insurance quotes for the District's office/shop building.

13. **Public comments.**

No visitors were present.

14. **Adjourn.**

The meeting was adjourned at 8:36 pm with a motion by Gary Koehn and seconded by Jeannie Salmon. Vote was unanimous in favor and the motion carried.



Tammy Koehn, Secretary
Cleveland County Rural Water District #1

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

BALANCES	Previous	Current			Comments
McClain Regular Checking	\$51,032.77	\$46,713.17			PSN 2339.43 Reg 8975.99 , Hydraulic Study 200.00 (Saenz), New Member 2500.00 (Foote) Total 15464.00
McClain Super T	\$40,452.81	\$41,814.08			Interest 7.10 + auto transfer 1354.17
McClain Super T Reserve	\$72,775.59	\$73,798.31			Interest 12.52 + 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	10/9/21	
USDA auto debit	\$8,893.00		AW	10/25/21	Loan #1 payment
USDA auto debit	\$1,385.00		AW	10/25/21	Loan #2 payment

OEC		\$952.00	DBT	10/22/21	
Well 1	\$249.00				
Well 2	\$341.00				
Well 3	\$141.00				
Chlorination Bldg	\$64.00				
CCRWD Bldg	\$72.00				
Fiber (internet)	\$85.00				

Wildlife Lands & Minerals		\$435.28	1454	9/7/21	Monthly Payment
American Waterworks					
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
H&H Plumbing		\$1,690.00	1460	10/6/21	INV 37140 (Eck 18440 108th St bore and upgrade to 1"
H&T Store		\$432.61	1461	10/6/21	
Pearsons					
Pioneer Supply					
Pioneer Supply					
UTS, Sensus Annual Support, Due in Feb each year (\$3,000 for FY21)					
Haynes Equipment					
Core & Main					

ERT Lab		\$432.00	1459	10/6/21	83055, 82847 82830
Chlorination x 3	\$210.00				
VOC Chlorination Station for Wells	\$195.00				
Bac T	\$27.00				
Mid-American Chemical					
BlueBook			DBT		
Sequoyah Software, Annual Support, Due in Aug each year (\$500 for FY21)					
Moore Printing		\$389.02	1458	10/6/21	2000 Post Cards INV 24876

OTHER Payments Approved

Richard Murnan		\$252.32	1463	10/14/21	80.00 postage, 171.32 DEQ soil test
Royce Hinkle					

TOTAL Bills PD \$14,919.23

CONTRACTORS

Royce Alan Hinkle		\$2,500.00	1457	9/28/21	Payment for service
Royce Alan Hinkle					

CONTRACTOR TOTAL \$2,500.00

Monthly Expenditures \$17,419.23