

Minutes for the Regular Meeting of the

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

Thursday December 14, 2023  
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on December 10, 2023 @ 9:00 am.

**1. Call to order and roll call.**

The meeting was called to order by Chairman Richard Murnan at 7:07 pm. Board members in attendance were Robert Grisham, JoAnn Miller, Jeannie Salmon, Gary Koehn, and Richard Murnan. All Board Members were present.

**2. Accept minutes of past meeting(s).**

- a. A motion was made by Jeannie Salmon and seconded by Robert Grisham to accept the November 16, 2023, Special meeting minutes with a sentence structure change in agenda item #3b and a spelling issue in #10b. Voice vote was unanimous in favor and the motion carried.

**3. Consider actions in support of construction.**

- a. Regional water project:
  - i. Contact has been made with Justin Hodge, Oklahoma Department of Environmental Quality (ODEQ) project manager, to seek assistance with a waiver request for the 20% matching funds required by the EPA Community Grant. Mr. Hodge will be contacting ODEQ Engineering Manager, Candy Thompson, for details.
- b. The letter to inform residents of rural water availability along potential new water mains will be sent out in January 2024 and require residents to respond in February 2024.
- c. Planning for expanding the District's water well field and building a new water tower near the District Office/Shop are underway with the target of starting the well field in early spring and the water tower as early as February-March.
- d. No other items were introduced.

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

- a. Monthly Operator's Report was provided by Royce Hinkle.
  - i. An 8" waterline leak (located on the property south-southeast of the 144<sup>th</sup> Street and State Highway 39 East) was reported by the landowner Mr. Ronnie Smith on December 3, 2023. Specifically, the water leak was just south of the landowner's entry gate and north of Buckhead Creek. Repairs occurred on December 5, 2023, by M&T Septic and Backhoe. After uncovering the leak, the connector between the PVC and boring tubing was tightened and the leak stopped.
  - ii. A surge suppressor replacement will need to be ordered for Well #1. Royce Hinkle will check on prices for the surge suppressor at a local vendor along with checking the internet.
- b. The District's Shop garage door experienced a broken internal sprocket, but it

was under a 15-year warranty. The Genie company provided a new replacement garage door opener complete with accessories. There is a \$38.00 handling and shipping fee that was required for the replacement.

- c. Consider additional monthly expenditures to be added to the routine monthly invoices.
  - i. No changes were needed.
- d. No other items were introduced.

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

- a. Richard Murnan purchased a printer for the office (Brother Monochrome Laser All-in-One MFCL2710DW Value Version (MFCL2717DW) adds 2-Year Warranty for \$188.20 plus a package of printer paper for \$11.81 for a total of \$200.01). A motion was made by Jeannie Salmon and seconded by Gary Koehn to reimburse Richard Murnan. Murnan asked to round the reimbursement down to \$200.00 and he would donate the penny to the District. 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 interactions were mentioned.

7. **Chairman's report.**

- a. No other information was introduced that had not previously been discussed.

8. **Vice Chairman's report.**

- a. No other information was introduced that had not previously been discussed.

9. **Secretary's report.**

- a. No other information was introduced that had not previously been discussed.

10. **Treasurer's report.**

- a. The treasurer's report for our December Board meeting was completed but was not printed. The treasurer report will be considered for approval at the January 2024 meeting.
- b. No other information was introduced.

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

- a. The next regular board meeting is scheduled for January 11, 2024, at the District Office/Shop.

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

- a. Three items were mentioned:
  - i. Generator purchase – would like to move on this item soon.
  - ii. Well #3 issue with the meter.
  - iii. Consider tractor purchase with County ARPA interest earned.

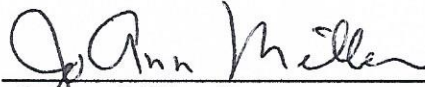
13. **Public comments.**

James Keeler was present and asked to give his opinion on the generator sizes needed for three generators. Mr. Keeler is retired from the University of Oklahoma where he served as an

electrician with several years of experience with generators.

14. **Adjourn.**

The meeting was adjourned at 8:12 pm with a motion by Jeannie Salmon and seconded by Gary Koehn. Voice vote was unanimous in favor and the motion carried.



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JoAnn Miller, Secretary

Cleveland County Rural Water District #1