

Minutes for the Special Meeting of the

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

Thursday, January 20, 2022  
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on January 18, 2022 @ 5:00pm.

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

The meeting was called to order by Chairman Richard Murnan at 7:02pm. Board members in attendance were Jeannie Salmon, Robert Grisham, Gary Koehn, Tammy Koehn, David Standridge, and Richard Murnan. No Board members were absent. The Regular Monthly Meeting scheduled January 13, 2022 was cancelled.

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

- a. A motion to accept the minutes of the December 9, 2021, Regular Monthly Meeting was made by Robert Grisham and seconded by Jeannie Salmon with no changes required. 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. Of the two areas that remain to complete the remaining construction by Better Barns (Noble):
    1. The final work by the plumbers has been completed. The work included installing the plumbing ADA boots on exposed sinks and completing the electrical connections to the hot water tank.
    2. The final work by the electrician remains to install a 30-amp circuit with a single 30-amp twist socket, suitable for providing power to a future air compressor.
- b. Regional water project.
  - i. A project status was provided by WDB Engineering which included three proposed routes and details on water line size and additional water wells. Specifics included:
    1. Option 1 route: Starting at District Office, East to 120<sup>th</sup> Street, North to Bryant Road, West to 96<sup>th</sup> Street, North to Slaughterville Road, West to SH77, and along SH77 to Cemetery Road. Booster pump would be required near 120<sup>th</sup> and Bryant intersection.
    2. Option 2 route: Starting at District Office, West to 108<sup>th</sup> Street, North to Bryant Road, West to SH77, and along SH77 to Cemetery Road. An additional line would extend North from 96<sup>th</sup> Street and Bryant Road to a mobile home park between Bryant Road and Slaughterville Road. Does not require booster pumps.
    3. Option 3 route: Starting at the well field, East to 180<sup>th</sup> Street, North to Slaughterville Road, West to SH77 with a water storage standpipe and chlorination building somewhere between 144<sup>th</sup> to 156<sup>th</sup> Street, then along SH77 to Cemetery Road. Booster pump would be required between well field and water storage standpipe located along Slaughterville Road.

- ii. Two additional wells would be considered as part of this project.
- iii. Option 2 appears to be the best option.
- iv. Current design calls for a 12" water line for the 12+ mile extension as the main back bone of the system.
- c. Extension of control building flush valve outlet.
  - i. Details of the current operation: Our system was equipped with an automated flush valve primarily to flush the water line that extends into the well field. While the wells are idle, the flush valve is left open. The flush valve is triggered to close after a 30 second delay following the starting of one or more water wells. While the primary pipe exiting the building flush valve is an 8" iron pipe, the normal flow from this valve is at the start and end of each pumping session. It was estimated about 125 gallons per water well exit the flush valve during a pumping session. Currently, multiple water wells (at least two wells) are started at the same time during a pumping session for a maximum of 250 gallons during each pumping session.
  - ii. Work to be performed: Where the 8" iron pipe exits onto the neighboring property, a new 4" PVC pipeline will be connected and buried 600' in the west-southwest direction to a farm pond. At the exit of the pipeline, large rock (stone or riprap) will be used to reduce erosion as the water flows into the farm pond. The landowner has agreed to provide a 20-foot temporary easement centered over a 10-foot permanent easement extending from the District's property western boundary to the farm pond, provided at no-cost to the District.
  - iii. Two quotes have been provided with one being provided by the landowner. The Board requests additional quotes. Two additional vendors have agreed to provide quotes.
- d. No other items were introduced.

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

- a. Monthly Operator's Report.
  - i. One water meter is scheduled to be installed January 31, 2022 (Salyers along Lewis Road between 72<sup>nd</sup> and 84<sup>th</sup> Street).
  - ii. No major issues with the system.
- b. A meeting occurred with ODEQ on Friday, December 10, 2021 at the Corbett Church. Those in attendance from ODEQ were Emily Hoskins, Alexandria Graves, Xavier Branch (Engineer) and a new ODEQ employee. From the District, Richard Murnan, Robert Grisham, and Royce Hinkle were in attendance. The discussion was dealing with avenues available to handle high lead issues that had occurred in 2021. While the lead issues were at only two sampling sites of the five taken, a plan was created by ODEQ that would have the District to include orthophosphate in the distributed water if lead values continue to be high.
  - i. Orthophosphate is a food-grade additive that is added to the water-treatment process to help reduce lead levels in water. When water with orthophosphate runs through the system, it creates a coating on the inside of lead service lines, creating a barrier between the lead pipes and the water.
  - ii. ODEQ stated orthophosphate should also be considered for adding to the new lines proposed for expansion of the Regional Water project where lead issues have been detected.
  - iii. ODEQ stated the move to add orthophosphate is not required at this time.

- iv. ODEQ's Xavier Branch presented an engineering plan for our District that stated orthophosphate as a solution for lead issues. The District was requested to sign the document of which Richard Murnan provided.
- c. Insurance on the District's office/shop is needed. Conversations with insurance agents suggested a security system providing monitoring for fire and burglary protection would lower our insurance rates.
  - i. Richard Murnan met with Tony Hernandez, President and CEO of BNB Technology [(405) 292-5408 office, (405) 321-0741 fax, (405) 409-4827 cell, [www.bnbtech.com](http://www.bnbtech.com), 3201 Double Drive, Norman, OK 73069 and 901 Messenger Lane, Moore, OK 73160] about security systems to review our needs. BNB does not provide camera or alarm systems but provided good insight to placement of critical cameras (some with audio) and a contact for a smaller company that does cameras and alarm systems.
  - ii. Additional discussion on asking TRU security to review our needs (Tammy Koehn had the contact information for TRU).
  - iii. Kyle with OEC Fiber (405) 217-6985, contact Richard Murnan about cost for second internet connection, that being the District Office. Current cost at the District's Control Building is \$85.00/month which requires a "static IP" address (\$10.00/month). The second connection would cost \$75.00 since the only a "dynamic IP" address is needed which is the standard option for OEC connections.
- d. Consider additional monthly expenditures to be added to the routine monthly invoices.
  - i. No additional vendors were either added or removed.
- e. No other items were introduced.

**5. Consider requests for expenditure.**

- a. A motion was made by Tammy Koehn and seconded by David Standridge to reimburse Royce Hinkle for \$78.46 for a fuel purchase when he had difficulty with the District's MasterCard being processed. A roll call vote was unanimous in favor and the motion carried.
- b. A vertical lift garage door opener was purchased by Richard Murnan for installation on the District's shop east garage door. No reimbursement is being requested.
- c. 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. The District's website lists an email address for each Board Member using CCRWD1.org which are forwarded to the Board Member's personal email address. The Vice Chairman suggested each Board Member send themselves an

- email using the CCRWD1.org email to confirm they receive the message.
- b. No items were introduced.

9. **Secretary's report.**

- a. No items were introduced.

10. **Treasurer's report.**

- a. A motion was made by Gary Koehn and seconded by Robert Grisham to accept the December Meeting 2021 Treasurer's Report (Attachment #1). A roll call vote was unanimous in favor and the motion carried.
- b. A motion was made by Tammy Koehn and seconded by David Standridge to accept the January 2022 Meeting Treasurer's Report (Attachment #2). 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 scheduled to be held on February 10, 2022 will be cancelled and replaced by a Special Meeting to be held at 7 pm on February 15, 2022, at the CCRWD#1 Office/Shop building.

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

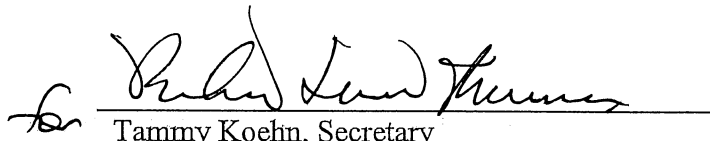
- a. Extension of control building flush valve outlet.
- b. Regional Project.
- c. Insurance quotes for the District's office/shop building.

13. **Public comments.**

No visitors were present.

14. **Adjourn.**

The meeting was adjourned at 9:09 pm with a motion by Gary Koehn and seconded by David Standridge. 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 : December 2021 meeting

BALANCES	Previous	Current			Comments
McClain Regular Checking	\$46,713.17	\$31,084.83			PSN 2614.98, Reg 10758.50 New Member (Saenz) \$2500.00 Total 15873.48
McClain Super T	\$41,814.08	\$43,175.35			Interest 7.10 + auto transfer 1354.17
McClain Super T Reserve	\$73,798.31	\$74,820.79			Interest 12.28 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			Deposit from USDA and check to Better Barns for 34853.10

BILLS PAID (Monthly)	SUB TOTAL	TOTAL	Check	Date	Comments
<b>Direct Withdraw (DW) or Debit Card (DBT)</b>		\$10,336.00			
Cricket Phone	\$58.00		DBT	11/10/21	
USDA auto debit	\$8,893.00		AW		Loan #1 payment
USDA auto debit	\$1,385.00		AW		Loan #2 payment

<b>OEC</b>		\$1,032.00	DBT	11-24-21	(2 separate debits as \$1000 limit)
Well 1	\$277.00				
Well 2	\$367.00				
Well 3	\$170.00				
Chlorination Bldg	\$66.00				
CCRWD Bldg	\$67.00				
Fiber (internet)	\$85.00				

Wildlife Lands & Minerals		\$435.28	1462	10/6/21	Monthly Payment
American Waterworks		\$917.31	1467	11/9/21	72080 (Foote)
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
H&H Plumbing					
H&T Store		\$414.41	1470	11/9/21	
Pearsons					
Pioneer Supply		\$2,099.03	1469	11/9/21	18541 and 18535
UTS, Sensus Annual Support, Due in Feb each year (\$3,000 for FY21)					
Haynes Equipment					
Core & Main					
ERT Lab		\$27.00	1466	11/9/21	83610

Copper & Lead Tests X 5	\$0.00				
VOC Chlorination Station for Wells	\$0.00				
Bac T	\$27.00				
Mid-American Chemical	\$165.55	1473	11/9/21	INV S1476 1 drum chlorine picked up	
BlueBook		DBT			
USPS	\$378.00	DBT	11/10/21	stamps	
Sequoyah Software, Annual Support, Due in Aug each year (\$500 for FY21)					
Poe & Associates					
OK One Call	\$120.00	1468	11/9/21	INV 2021M2272	
<b>OTHER Payments Approved</b>					
Sams Moore	\$161.88	DBT	11/16/21	chairs for Bldg	
Sams Norman	\$251.92	DBT	11/16/21	Tables and Chairs for Bldg	
Royce Hinkle	\$17.13	1472	11/9/21	Ace - 3 T's	
Better Barns	\$9,981.86	1474	11/15/21	last 1/3 payment (- \$280.00)	
Morning Star Cornell	\$300.00	1465	11/5/21	completion of website	
<b>TOTAL Bills PD</b>	<b>\$26,637.37</b>				
<b>CONTRACTORS</b>					
Royce Alan Hinkle	\$2,500.00	10-27	1464	Payment for service	
Royce Alan Hinkle					
<b>CONTRACTOR TOTAL</b>	<b>\$2,500.00</b>				
<b>Monthly Expenditures</b>	<b>\$29,137.37</b>				

ATTACHMENT #2 - MONTHLY TREASURER'S REPORT FOR : January 2022 meeting

BALANCES	Previous	Current			Comments
McClain Regular Checking	\$31,084.83	\$22,641.16			PSN 2266.36, Reg 10209.48 Hydraulic Study 200.00 Total 12675.84
McClain Super T	\$43,175.35	\$44,533.97			Interest 4.45 + auto transfer 1354.17
McClain Super T Reserve	\$74,820.79	\$75,838.56			Interest 7.57 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			

BILLS PAID (Monthly)	SUB TOTAL	TOTAL	Check	Date	Comments
<b>Direct Withdraw (DW) or Debit Card (DBT)</b>		\$10,425.00			
Cricket Phone	\$58.00		DBT	12/10/22	
USDA auto debit	\$8,893.00		AW		Loan #1 payment
USDA auto debit	\$1,385.00		AW		Loan #2 payment
PSN	\$89.00		AW	12/3/22	Annual Fee

OEC					
		\$802.00	DBT	12/20/21	
Well 1	\$196.00				
Well 2	\$271.00				
Well 3	\$109.00				
Chlorination Bldg	\$66.00				
CCRWD Bldg	\$75.00				
Fiber (internet)	\$85.00				

Wildlife Lands & Minerals		\$435.28	1471	11/9/21	Monthly Payment
American Waterworks		\$1,352.86	1480	12/8/21	72390 and 72316
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
H&H Plumbing					
H&T Store		\$346.22	1483	12/8/21	now have credit card
Pearsons		\$31.18	1482	12/8/21	
Pioneer Supply		\$214.50	1481	12/8/21	19212
UTS, Sensus Annual Support, Due in Aug (\$3,000 for FY21 paid Feb 2021 due to change in staff at UTS)					
Haynes Equipment					
Core & Main					
ERT Lab		\$1,022.00			
Chemicals	\$595.00				
Copper & Lead Tests X 5	\$250.00				

VOC Clorination Station for Wells	\$150.00				
Bac T	\$27.00				
Mid-American Chemical		\$436.00	1479	12/8/21	S1531 2 chlorine
BlueBook			DBT		
Sequoyah Software, Annual Support, Due in Aug each year (\$500 for FY21)					
Poe & Associates		\$200.00	1477	12/8/21	INV 11738 Final Data Transfer
OK Water LLC		\$990.00	1478	12/8/21	C 20210310 Flat Armadillo New Meter
OK One Call, Annual Fee due in Nov-Dec (\$120 for FY20, FY21)					

**OTHER Payments Approved**

Richard Murnan		\$210.53	1485	12/9/22	80.58 stamps, 119.49 blinds Home Depot
Royce Hinkle					

**TOTAL Bills PD \$16,465.57**

**CONTRACTORS**

Royce Alan Hinkle		\$2,500.00	1475	11/29/21	Payment for service
Royce Alan Hinkle					

**CONTRACTOR TOTAL \$2,500.00**

**Monthly Expenditures \$18,965.57**