

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

Tuesday, May 21, 2024
7:00pm at the District Office (11341 SH 39 East)

The agenda for the meeting was posted at the meeting location on May 17, 2024 @ 8:30 am.

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 JoAnn Miller, Robert Grisham, Gary Koehn, and Richard Murnan. Jeannie Salmon arrived during agenda item #2.

2. Accept minutes of past meeting(s).

- a. A motion was made by Jeannie Salmon and seconded by Robert Grisham to accept the April 23, 2024, Special meeting minutes with changes to the first sentence of agenda item #3(a) to read "Mr. Russel presented the audit material to the Board.". Voice vote was unanimous in favor and the motion carried.

3. Consider actions in support of construction.

- a. Regional water project:
 - i. The District has requested assistance from the Oklahoma Department of Environmental Quality (ODEQ) in obtaining a waiver for the 20% matching funds. The matching funds are a requirement for access to the EPA's grant. Materials covering the waiver options that were received from EPA's Adrian Chavarria were forwarded on to ODEQ's Emily Hoskin.
- b. Our Engineer provided an application for an ODEQ construction permit for the new water tower to be located near our Office/Shop. A motion was made by Robert Grisham and seconded by Jo Ann Miller to sign the application, notarize the application, and return the signed application back to Kim Hornbuckle with WDB. Roll call vote was unanimous in favor and the motion carried. Notary was provided by Tammy Koehn.
- c. Our new raw water contract with ODWC becomes effective with our May 2024 payment. The new payment will be \$520.55/month.
- d. No other items were introduced.

4. Consider actions in support of operations.

- a. Monthly Operator's Report was provided by Royce Hinkle with a list of new meters that are scheduled to be installed.
- b. A recent inspection by ODEQ was reviewed. All items listed on the deficiency list were minor.
- c. The gear box on the new bush hog will require warranty repairs. The gear box was defective when it was delivered. Supplier will pick up the equipment for repairs.
- d. No additional monthly expenditures were added to the routine monthly invoices.
- e. No other items were introduced.

5. **Consider requests for non-routine expenditure.**
 - a. A motions was made by Gary Koehn and seconded by Richard Murnan to reimburse Robert Grisham for the annual fee for website hosting and domain names supported through Go Daddy, Inc. The annual fee is for hosting the domain names of CCRWD1.COM and CCRWD1.ORG at the cost of \$44.98. 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. Another estimate for applying an all-weather surface about the District's Office/Shop was provided from G3 Service, LLC. After surveying the area around the Office/Shop, an estimate of 72 tons or 6 loads of millings would be required at a cost of \$2,880 in material and \$1,000 in labor.
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 May Board meeting was provided for review. The Board had no questions for the Treasurer. A motion was made by Richard Murnan and seconded by Gary Koehn to approve the April Treasurer report. Roll call vote was unanimous in favor and the motion carried.
 - b. No other information was introduced.
11. **Consider date and place of next regular meeting.**
 - a. The next regular board meeting was scheduled for June 13, 2024. Meeting location would be at the District Office/Shop.
12. **Identify prior actions and agenda items for next regular meeting.**
 - a. Two items were mentioned:
 - i. Gravel for Office/Shop area
 - ii. Generator/Welder for District..
13. **Public comments.**

No members of the public were present during this agenda item. Tammy Koehn left the meeting after item #3(b).

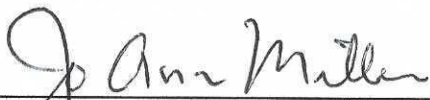
Before adjourning the Board meeting, a motion was made by Gary Koehn and seconded by Jo Ann Miller to suspend the Board meeting and enter Executive Session. Voice vote was unanimous in favor and the motion carried. The Board went into Executive Session at 8:45pm.

A motion was made by Gary Koehn and seconded by Robert Grisham to close the Executive Session at 8:53pm and reconvene the Board meeting. Voice vote was unanimous in favor and the

motion carried. The Board resumed the Board meeting at 8:53pm.

14. Adjourn.

The meeting was adjourned at 8:53 pm with a motion by Gary Koehn and seconded by Jo Ann Miller. Voice vote was unanimous in favor and the motion carried.



Jo Ann Miller, Secretary
Cleveland County Rural Water District #1