

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

Thursday, June 17, 2021
7:00pm

The agenda for the meeting was posted at the meeting location on June 15, 2021 @ 6:25 pm.

1. Call to order and roll call

The meeting was called to order by Chairman Richard Murnan at 7:12pm. Board members in attendance were Jeannie Salmon, Robert Grisham, Tammy Koehn, and Richard Murnan. Board member Gary Koehn and David Standridge were absent.

2. Accept minutes of past meeting(s)

- a. A motion to accept the minutes of the April 8, 2021 Regular Meeting was made by Jeannie Salmon and seconded by Robert Grisham with no changes needed. Voice vote was unanimous in favor and the motion carried.
- b. No other items were introduced.

3. Consider actions in support of construction.

- a. The District office/shop building stages:
 - i. Steel frame erected and outside side panels being installed. The shop personnel door was installed.
 - ii. Based on a conversation with Vance Wright, the order of construction after the building outside is complete will be - install windows and doors, hang garage doors, frame the office, install electrical rough in, plumbing stub out, A/C rough in, wall and shop insulation completed, sheetrock the office, deck the upstairs area above the office, texture walls install trim, finish plumbing, finish electrical, and finish A/C.
- b. Regional water project:
 - i. ODEQ, County officials, and our District will be scheduling a joint meeting to discuss funding.
 - ii. Poe & Associates was contacted about the Feasibility Study and potential cost associated with this work (1/28/2021, 3/8/2021, 4/6/2021, 4/19/2021, and 6/8/2021).
- c. Other items as introduced.

4. Consider actions in support of operations.

- a. Monthly Operator's Report included:
 - i. June 1, 2021 – OEC Peak hours are in effect from 3-7pm M-F. MicroComm modified to reduce flush valve operation from 30 seconds to 15 seconds and activate the water wells each day several hours before 3pm to attempt to fill the water storage each day.
 - ii. June 8, 2021, operator training completed in Ardmore.
 - iii. Board Member training completed April 13 and 14, 2021 in Chickasha, OK.
 - iv. May 18, 2021 – Contract with MorningStar Cornell was signed to manage our website. Transition was completed early in June.
 - v. JoAnn Miller-Dudgeon meter installed (12910 Flat Armadillo Road) May 6,

2021. Work performed by ORWA crew.

- vi. Nicholas Hicks meter modification (10053 State Highway 39) change from 5/8" meter to 1" meter completed May 6, 2021. Work performed by ORWA crew.
- vii. Jeremy and Stacy Eck meter installation (new home at 18440 108th Street) scheduled during the week of May 17, 2021. Installation was completed by H&H Plumbing & Utilities, Inc.
- b. No additional monthly expenditures were added to the routine monthly invoices.
- c. The website was changed over to Morningstar Cornell (Angle) and will be fully operational in July.
- d. No other items were introduced.

5. Consider request for expenditures (ratification of routine monthly invoices, contractors, and miscellaneous expenditures)

- a. Motion was made by Tammy Koehn and seconded by Jeannie Salmon to reimburse Richard Murnan for two purchases of postage stamps. The first purchase was on 5/1/2021 was \$91.00 for 100 first class stamps (\$55.00) and 100 postcard stamps (\$36.00). The second purchase was on 5/15/2021 for \$72.00 for 200 postcard stamps. Total expenditure was \$163.00. 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. May 28, 2021 – Text message to County Commissioner Haralson about news on the American Rescue Plan. John Roberts with Commissioner Haralson office called to refresh his information on our Regional Water Source project.
- b. June 8, 2021 – Phone conversation was held with Kody James with Indian Health Services about the Regional Water Source project.
- c. No other items were introduced.

7. Chairman's report

- a. No items presented.

8. Vice Chairman's report

- a. No items presented.

9. Secretary's report

- a. No items presented.

10. Treasurer's report

- a. Review and ratify past monthly Treasurer Reports for income and expenditures cleared during May 2021.
 - i. A motion was made by Richard Murnan and seconded by Robert Grisham to ratify the May 2021 financial report (Attachment #1). A roll call vote was unanimous in favor and the motion carried.
 - ii. A motion was made by Tammy Koehn and seconded by Jeannie Salmon to ratify the June 2021 financial report (Attachment #2). A roll call vote was unanimous in favor and the motion carried.
 - 1. Note: The May report shows a reduction in the McClain Bank checking account for the second of three payments to Better Barns totaling

\$45,834.96 written on 4/21/2021. The check was provided to Better Barns on 4/23/2021 along with a receipt. The \$45,834.96 amount was subtracted from the McClain Bank checking account in the May report.

2. Note: The June report includes this 4/21/2021 expenditure for the second of three payments to Better Barns (\$45,834.96), which the USDA/RD reimbursed us the full amount and is shown as one of the items deposited into the McClain Bank Checking account in the June report.

11. Consider date and place for next regular meeting

- a. The next regular meeting will be 7 pm on July 8, 2021, at Corbett Baptist Church.

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


- a. Building status.
- b. Regional water source.
- c. Website status and payment.

13. Public comments:

No public was in attendance.

14. Adjourn

The meeting was adjourned at 8:25pm with a motion by Tammy Koehn and seconded by Robert Grisham. Vote was unanimous in favor and the motion carried.

T.K. 

Tammy Koehn, Secretary
Cleveland County Rural Water District #1

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

BALANCES	Previous	Current	Comments		
McClain Regular Checking	\$78,899.40	\$30,119.96			PSN 2346.80, Reg 10037.38, Hydraulic Study 200.00 (Miller/Dudgeon) Hydraulic Stdy, 4300.00 new meter and road bore (IHS for Eck), 2500.00 new meter (Miller/Dudgeon), Total 19384.18
McClain Super T	\$32,290.64	\$35,004.52			Interest 5.54 + auto transfer 1354.17 on 4-1-21 and 4-30-21
McClain Super T Reserve	\$66,644.06	\$67,665.38			Interest 11.12 + auto transfer 1010.20 on 4-2-21
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	4/12/21	
USDA auto debit	\$8,893.00		AW	4/26/21	Loan #1 payment
USDA auto debit	\$1,385.00		AW	4/26/21	Loan #2 payment
OEC		\$515.00	DBT	4/19/21	
Well 1	\$129.00				
Well 2	\$169.00				
Well 3	\$67.00				
Bldg	\$65.00				
Fiber (internet)	\$85.00				

Wildlife Lands & Minerals		\$372.81	1399	3/9/21	Monthly Payment
American Waterworks					
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
H&H Plumbing					
H&T Store		\$368.77	1402	4/16/21	
Pearsons		\$14.08	1403	4/16/21	
Pioneer Supply					
Pioneer Supply					
UTS, Sensus Annual Support, Due in Feb each year (\$3,000 for FY21)					
Haynes Equipment					
Core & Main					
ERT Lab		\$55.00	1406	4/19/21	79851 nitrates, 80446 Bac T
Copper & Lead Tests X 5	\$0.00				
Nitrates	\$30.00				
Bac T	\$25.00				
Mid-American Chemical		\$335.00	1407	4/19/21	S558, 2 barrels chlorine

USA BlueBook		\$486.63	DBT	4/22/21	OSHA Compliance Supplies inv 496840, 477736,
Poe & Associates		\$920.00	1405	4/19/21	INV 11417 GIS Updates
OTHER Payments Approved					
Richard Murnan					
Royce Hinkle		\$229.91	1404	4/19/21	copy paper 11.91, 2 Roundup 178.00, 2 tire repair 40.00
Lighting Supply		\$128.74	DBT	4/30/21	light repair in Control Room
Magic Jack		\$112.49	DBT	4/30/21	Three years of service
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TOTAL Bills PD		\$13,874.43			
CONTRACTORS					
Royce Alan Hinkle		\$2,500.00	1401	3/29/21	Payment for service
Royce Alan Hinkle					
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CONTRACTOR TOTAL		\$2,500.00			
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Monthly Expenditures		\$16,374.43			

ATTACHMENT #2 - MONTHLY TREASURER'S REPORT FOR : June 2021 meeting

BALANCES	Previous	Current	Comments		
McClain Regular Checking	\$30,119.96	\$75,447.38			PSN 1971.02, Reg 10252.28, Upgrade on Meter (Hicks) 3800.00, Repay from FFB for 2/3 of Bldg 45,834.96 Total 61,858.26
McClain Super T	\$35,004.52	\$35,010.64			Interest 5.94 + auto transfer (1354.17 4-30-21 reflected on April Bank Statement
McClain Super T Reserve	\$67,665.38	\$68,687.23			Interest 11.65 + 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	5/10/21	
USDA auto debit	\$8,893.00		AW	5/25/21	Loan #1 payment
USDA auto debit	\$1,385.00		AW	5/25/21	Loan #2 payment

OEC		\$438.00	DBT	5/20/21	
Well 1	\$102.00				
Well 2	\$122.00				
Well 3	\$65.00				
Bldg	\$64.00				
Fiber (internet)	\$85.00				

Wildlife Lands & Minerals		\$372.81	1408	4/19/21	Monthly Payment
Wildlife Lands & Minerals		\$62.47	1412	5/10/21	Difference for APR 2021
American Waterworks		\$397.69	1416	5/10/21	inv 70860 Hicks meter upgrade
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)					
H&H Plumbing					
H&T Store		\$381.89	1414	5/10/21	
Pearsons					
Pioneer Supply					
Pioneer Supply					
UTS, Sensus Annual Support, Due in Feb each year (\$3,000 for FY21)					
Haynes Equipment					
Core & Main					
ERT Lab		\$25.00	1415	5/10/21	inv 80843
Copper & Lead Tests X 5	\$0.00				
VOC Chlorination Station for Wells	\$0.00				

Bac T	\$25.00				
Mid-American Chemical					
BlueBook			DBT		
Poe & Associates		\$200.00	1417	5/10/21	inv okc-11499 study Miller/dudgeon
OTHER Payments Approved					
Richard Murnan		\$108.00	1409	4/21/21	3 rolls of stamps
Royce Hinkle					
Better Barns		\$45,834.96	1410	4/21/21	2nd of 3 payments for BLDG
MorningStar Cornell		\$371.50	1418	5/18/21	1/2 of website development
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TOTAL Bills PD	\$58,528.32				
CONTRACTORS					
Royce Alan Hinkle		\$2,500.00	1411	4/29/21	Payment for service MAYb2021
Royce Alan Hinkle					
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CONTRACTOR TOTAL	\$2,500.00				
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Monthly Expenditures	\$61,028.32				