

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

Tuesday, June 14, 2022  
7:00pm at the District Office (11341 SH 39 East)

The agenda for the special meeting was posted at the meeting location on June 10, 2022 @ 6:35pm.

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

The meeting was called to order by Chairman Richard Murnan at 7:25pm. Board members in attendance were Jeannie Salmon, JoAnn Miller-Dudgeon, Robert Grisham, and Richard Murnan. Board members Tammy Koehn, Gary Koehn, and David Standridge were absent. The Regular Meeting scheduled for Thursday, June 9, 2022, was cancelled due to earlier heavy rain and no graveled parking.

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

- a. A motion to accept the minutes of the April 12, 2022, Regular Monthly Meeting was made by Robert Grisham and seconded by Joann Miller-Dudgeon with the following changes. Under agenda item 4.e (iv) in the second sentence, the word “with” was changed to “will” and under agenda item 8.a in the second sentence, the word “for” was changed to “from”. No other changes were required. Voice vote was unanimous in favor and the motion carried.

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

- a. Regional water project.
  - i. The county signed an audit contract on June 13, 2022, to track ARPA funds. No new words from ODEQ or State.
- b. Extension of control building flush valve outlet.
  - i. The easement was filed with the County Clerk’s office on the David and Karla Standridge property that covers the work completed for the flush valve outlet.
  - ii. A W9 is needed from David Standridge to provide a MISC-1099 documenting the work done on the flush valve system.
  - iii. An additional \$1,400 was submitted in June to covering rework of the junction between the 8” and the 4” line with a cast iron reducer. Previously, a plastic reducer was used.
- c. ADA compliant parking.
  - i. Four bids for a 25’x18’ concrete parking area have been received. The parking must provide a van handicapped parking space (11’ wide), a 5’ wide aisle that leads from the parking area to the existing entry porch, plus provide one additional visitor parking area (8’ wide). The extra 1 foot of width will allow any issues with placement of paint lines widths to meet ADA compliance.
- d. No other items were introduced.

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

- a. Monthly Operator’s Report.
  - i. No major issues with the system since our April meeting.
  - ii. A new meter install is scheduled for David Hyde (14650 State Highway

39) on June 15, 2022. OK Water will be doing the work.

- iii. With the start of June, the Micro-Comm equipment was changed to limit our exposure to the 3-7pm electric peak hours. Water wells automatically start earlier enough in the day to fill our standpipe.
- b. Consider additional monthly expenditures to be added to the routine monthly invoices.
  - i. Haynes was mentioned to add for chlorine connectors, but Haynes is still on our list of vendors, but it had been some time since any items were requested. No additional vendors were either added or removed.
- c. Membership drive on proposed new distribution waterline loops.
  - i. The County has \$3.5 million in ARPA grant funds for improving our existing water system.
  - ii. The current engineering report has 6 miles of 6" waterline, 2 miles of 4" waterline, and 2.75 miles of 2" waterlines.
  - iii. A mass mailing will be needed to reach residence along the proposed waterline loops. A collection of addresses will be necessary, which takes some time.
- d. No other items were introduced.

**5. Consider requests for expenditure.**

- a. A motion was made by Jeannie Salmon and second by JoAnn Miller-Dudgeon to reimburse Richard Murnan for building signs and mounting brackets and plastic bollard post covers totaling \$157.59. The specific items were aluminum sign mounting brackets (\$17.70), "Reserved Parking – Van Accessible" Handicap Parking Signs (\$22.95), "Men's and Women's" Restroom Sign for Handicap Accessible Restroom (\$8.99), Video Surveillance Signs (\$10.99), and a pair of Bollard Post Covers (\$96.96). A roll call vote was unanimous in favor and the motion carried.

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

- a. No items were introduced.

**7. Chairman's report.**

- a. No items were introduced.

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

- a. Robert Grisham provided cost information on moving our website to "Rural Water Impact". Cost is \$285 to move the site. We will be considered a Tier 1 user (0-750 connections). Cost is \$468 for an annual subscription or \$39/month. There was also listed a Set Up Fee of \$299, but Robert thought the \$285 charge would replace the \$299 set up fee.

**9. Secretary's report.**

- a. Secretary was absent.

**10. Treasurer's report.**

- a. A motion was made by Richard Murnan and seconded by Robert Grisham to accept the June 2022 Treasurer's Report (Attachment #1) without any changes. 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 is scheduled to be held on July 14, 2022, at the Office/Shop building.

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

- a. Regional Project.
- b. Status of the webpage transition.
- c. W9 tax document from David Standridge.

**13. Public comments.**

No visitors were present.

**14. Adjourn.**

The meeting was adjourned at 8:37 pm with a motion by Richard Murnan and seconded by Robert Grisham. Vote was unanimous in favor and the motion carried.

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Tammy Koehn, Secretary  
Cleveland County Rural Water District #1

ATTACHMENT #1 - MONTHLY TREASURER'S REPORT FOR :					June 2022 meeting
BALANCES	Previous	Current			Comments
McClain Regular Checking	\$6,451.71	\$4,104.88			PSN 1859.22, Reg 10071.35, Hydraulic Study 200.00, Refund \$28.00 (from Reserve 5-19 \$5000.00, 5-9 \$200.00 TOTAL 17358.57
McClain Super T	\$37,264.07	\$33,409.34			Interest 6.10 + auto transfer 1354.17 - transferred to Reg Checking (5-9) 200.00 (5-19) 5000.00 - \$15.00 SC for multiple withdraws, one/month allowed as N/C
McClain Super T Reserve	\$79,930.38	\$80,954.28			Interest 13.70 + 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	5/10/22	
USDA auto debit	\$8,893.00		AW	5-25	Loan #1 payment
USDA auto debit	\$1,385.00		AW	5/25/22	Loan #2 payment
OEC		\$827.00	DBT	5/24/22	
Well 1	\$115.00				
Well 2	\$302.00				
Well 3	\$122.00				
Chlorination Bldg	\$67.00				
CCRWD Bldg	\$136.00			5/6/22	70.00 on 5-6, 66.00 on 5-24
Fiber (internet)	\$85.00			5/20/22	
Wildlife Lands & Minerals, recalculated in April		\$408.15	1510	4/14/22	Monthly Payment APRIL 2022, check 1508 voided legal line incorrect
American Waterworks					
ORWA Assurance Group, Due in Feb each year (\$3,372.98 for FY22)		\$4,128.50	1513	4/28/22	
H&H Plumbing					
UTS		\$259.98	1514	5/10/22	inv 104405916
Pearsons					
Pioneer Supply		\$213.20	1516	5/10/22	INV 24677
UTS, Sensus Annual Support, Due in Aug (\$3,000					

for FY21 paid Feb 2021 due to change in staff at UTS)					
Haynes Equipment					
Card Service Center		\$1,043.42	draft	5/4/22	gas & misc
ERT Lab		\$27.00	1517	5/10/22	INV 86155
Copper & Lead Tests X 5	\$0.00				
VOC Chlorination Station for Wells	\$0.00				
Bac T	\$27.00				
Mid-American Chemical					
BlueBook			DBT		
Sequoyah Software, Annual Support, Due in Aug each year (\$500 for FY21)					
Poe & Associates					
OK One Call, Annual Fee due in Nov-Dec (\$120 for FY20, FY21)					
OTHER Payments Approved					
Richard Murnan		\$69.78	1518	5/12/22	keys, folder, shelves
Royce Hinkle					
<b>TOTAL Bills PD</b>	<b>\$17,313.03</b>				
<b>CONTRACTORS</b>					
Royce Alan Hinkle		\$2,500.00	1519	5/31/22	Payment for service
Royce Alan Hinkle					
<b>CONTRACTOR TOTAL</b>	<b>\$2,500.00</b>				
<b>Monthly Expenditures</b>	<b>\$19,813.03</b>				