

Minutes of the Special Meeting of the
Board of Directors,
Cleveland County Rural Water District No. 1

Thursday, June 25, 2020

The agenda for the meeting was posted on the District's website on June 23, 2020 @ 7:00 pm. This meeting was conducted in accordance with 25 O.S §306 (C) (Signed and enacted March 18, 2020). All Board Members joined this meeting via videoconference from their residence. The posted agenda invited and provided instructions for the Public to join by either videoconference or teleconference.

1. Call to order and roll call

The meeting was called to order by Chairman Richard Murnan at 7:10 pm. Board members in attendance were Jeannie Salmon, Robert Grisham, Don Wood, and Richard Murnan. Gary Koehn, Tammy Koehn, and David Standridge were absent.

This was our first Board meeting since our March 12, 2020 Regular meeting and a national emergency was declared (March 13, 2020) in the United States concerning the COVID-19 Outbreak. Regular meetings for April 2020 and May 2020 were canceled. The Regular June meeting (June 11, 2020) plus a requested Special meeting planned for June 18 were canceled due to technical issues encountered with videoconferencing.

2. Accept minutes of past meeting(s)

- a. A motion to accept the minutes of the February 18, 2020 Special Meeting was made by Jeannie Salmon and seconded by Robert Grisham with no changes required. Voice vote was unanimous in favor and the motion carried.
- b. A motion to accept the minutes of the March 12, 2020 Regular Meeting was made by Robert Grisham and seconded by Don Wood with no changes required. Voice vote was unanimous in favor and the motion carried.
- c. No other items were introduced.

3. Consider actions in support of construction

- a. Richard Murnan and Robert Grisham presented information concerning the construction of the District's Office/Shop building. Meetings with Better Barns located south of Noble occurred on June 16 and June 23. Sketches of a scaled office layout supporting the American Disability Act guidelines was provided to Better Barns. An estimate for a 40'W x 60'L x 16'H was obtained and shared with the Board.
 - An item of discussion involved the type of outside personnel entry doors to use for entry into the shop area and the office area. It was agreed to use metal doors with only the office area entry door having a small security. Both outside personnel doors would use lever handles.
- b. A motion was made by Jeannie Salmon and seconded by Robert Grisham to use Better Barns to build the office/shop building. A roll call vote was unanimous in favor and the motion carried. The USDA/RD will be contacted to coordinate the work and determine what engineered drawings will be required.
- c. Robert Grisham briefed the Board on progress with working with Lopez Fencing to

establish fencing around the building site. All surveyor pins have been located except the northeast corner. Robert Grisham will contact the surveyor to help with locating the missing pin.

- d. A motion was made by Richard Murnan and seconded by Jeannie Salmon to order veneer panels to cover the two containment shelters in the Lexington Wildlife Management Area (LWMA). A roll call vote was unanimous in favor and the motion carried.
- e. No other items were introduced.

4. Consider actions in support of operations

- a. Monthly Operator's Report included:
 - List of pesticides and herbicides submitted to ODEQ.
 - Status of UTS meter replacement at Well #3. Estimated to be back in service near end of June.
 - A question was asked about the recent copper and lead testing and if results had been received. System Operator stated the report has been received. Robert Grisham would like a copy of the report.
- b. Mid-American Chemical will be added as a Routine Monthly Invoice vendor for chlorine barrel delivery.
- c. No other items were introduced.

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

- a. Motion was made by Richard Murnan and seconded by Don Wood to ratify the April Treasurer report (Attachment #1) that included:
 - paid March Routine Monthly Invoices and
 - the March expenditure for Royce Hinkle for work completed as an independent contractor.A roll call vote was unanimous in favor and the motion carried.
- b. Motion was made by Robert Grisham and seconded by Richard Murnan to ratify the May Treasurer report (Attachment #2) that included:
 - paid April Routine Monthly Invoices and
 - the April expenditure for Royce Hinkle for work completed as an independent contractor.A roll call vote was unanimous in favor and the motion carried.
- c. Motion was made by Robert Grisham and seconded by Richard Murnan to ratify the June Treasurer report (Attachment #3) that included:
 - paid May Routine Monthly Invoices and
 - the May expenditure for Royce Hinkle for work completed as an independent contractor.A roll call vote was unanimous in favor and the motion carried.
- d. Motion was made by Richard Murnan and seconded by Jeannie Salmon to reimburse Royce Hinkle for \$39.58 from ACE Hardware in Purcell (receipt sent via text message) which included plastic tubing (\$7.41) and plastic fittings (\$4.99 and \$7.59) used for chlorine equipment repair, two stroke engine oil (six pack of oil at \$15.99),

- and tax (\$3.60). Total amount was \$39.58. A roll call vote was unanimous in favor and the motion carried.
- e. 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. No items were introduced.

9. Secretary's report

Secretary was absent and no documents were submitted to the records.

10. Treasurer's report

Previous checking - \$99,067.03	Current checking - \$104,101.42
Previous savings - \$17,351.13	Current savings - \$18,707.69
Previous Debit Service Reserve - \$55,392.97	Current Debit Service Reserve - \$56,417.51
Previous construction account - \$0.00	Current construction account - \$0.00

A motion was made by Don Wood and seconded by Robert Grisham to approve the Treasurer report. A roll call vote was unanimous in favor and the motion carried.

11. Consider date and place for next regular meeting

- a. The next regular meeting will be 7 pm on July 9, 2020 via videoconferencing.

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

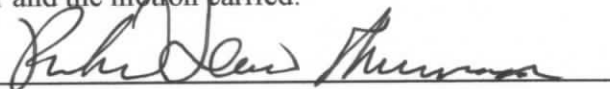
- County dirt work.
- Fencing task.
- Building task.
- ODEQ submittal of pesticides and herbicides used on LWMA.

13. Public comments:

No visitors were present.

14. Adjourn

The meeting was adjourned at 9:01 pm with a motion by Robert Grisham and seconded by Don Wood. Vote was unanimous in favor and the motion carried.

for → 
Tammy Koehn, Secretary
Cleveland County Rural Water District #1

Prepared for the CANCELED April 2020 Meeting (COVID-19 issue)

ATTACHMENT #1 - MONTHLY TREASURER'S REPORT FOR :

BALANCES	Previous	Current	Comments		
McClain Regular Checking	\$92,071.09	\$95,236.72			PSN 1450.82, Reg 10729.62, Total 12180.44
McClain Super T	\$15,989.63	\$15,994.83			Interest 5.20 + auto transfer 1354.17 done on 4-1 not on March statement
McClain Super T Reserve	\$53,334.47	\$54,369.14			Interest 24.47 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			

BILLS PAID (Monthly)	TOTAL	Check Date	Comments		
Direct Withdraw or Debit Card	\$159.54				
Hughesnet	\$102.54	DW	3/23/20		
Cricket Phone	\$57.00	DBT	3/9/20		

OE	TOTAL	Check Date	Comments		
	\$380.00	DBT	4/1/20		
Well 1	\$100.00				
Well 2	\$121.00				
Well 3	\$79.00				
Bldg	\$80.00				

Wildlife Lands & Minerals		\$301.31	1300	3/12/20	Monthly Payment - not cleared bank
American Waterworks		\$42.00	1298	3/11/20	lid & ring INV 67647
B&H Core Drilling					
H&H Plumbing					
H&H Plumbing					Check # 1292 written 2/18/20 for \$1,190.00 (CLEARED 2-24)
H&T Store		\$368.84	1297	3/12/20	gas
Pearsons		\$48.06	1295	3/11/20	snap, flags, tape measurer
Pioneer Supply					
UTS					
Haynes Equipment					
Core & Main					
ERT Lab		\$55.00	1296	3/11/20	INV 54517, 54628
VOC	x.xx				
VOC	x.xx				
Bac T	x.xx				
BlueBook		\$788.43	DBT	3/5/20	draw down tool
Moore Printing					

OTHER Payments Approved

OWRB		\$25.00	1294	3/6/20	Water Permit Admin Fee
ORWA Assurance Group		\$3,372.98	1299	3/11/20	Auto INS and liability
Royce Hinkle - Parts		\$284.06	1301	3/12/20	river rock, round up, mats for pkup

TOTAL Bills PD \$5,825.22

CONTRACTORS

Royce Alan Hinkle		\$2,500.00	1302	3/30/20	Payment for March 2020
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CONTRACTOR TOTAL \$2,500.00

Monthly Expenditures \$8,165.68

Prepared for the CANCELED MAY 2020
 ATTACHMENT #2 - MONTHLY TREASURER'S REPORT FOR : Meeting (COVID-19 issue)

BALANCES	Previous	Current	Comments		
McClain Regular Checking	\$95,236.72	\$99,067.03			PSN 1100.98, Reg 11370.03, Hydraulic Study x.xx, Total 12471.01
McClain Super T	\$15,994.83	\$17,351.13			Interest 2.13 + auto transfer 1354.17 done on 5-1
McClain Super T Reserve	\$54,369.14	\$55,392.97			Interest 13.63 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			

BILLS PAID (Monthly)	TOTAL	Check	Date	Comments
Direct Withdraw or Debit Card		\$159.50		
Hughesnet	\$102.50		DBT	4/22/20
Cricket Phone	\$57.00		DBT	4/9/20

OEK			Check	Date	Comments
		\$873.00	DBT	5/2/20	
Well 1	\$385.00				
Well 2	\$337.00				
Well 3	\$80.00				
Bldg	\$71.00				

Wildlife Lands & Minerals		\$301.31	1310	4/2/20	Monthly Payment
American Waterworks		\$261.00	1305	4/2/20	67823 \$54.00 flags, 67878 \$207.00 Setter
B&H Core Drilling					
H&H Plumbing		\$870.00	1304	4/2/20	35635 Vanoostrom
H&H Plumbing					
H&T Store		\$403.60	1307	4/2/20	gas March
Pearsons		\$18.29	1308	4/2/20	3-CC mix, stakes
Pioneer Supply		\$519.00	1306	4/2/20	82417 \$354.00 sample station, 82949 \$165.00 chlorine
UTS		\$111.00	1311	4/2/20	3 HD meter can lids INV 103318525.001
Haynes Equipment					
Core & Main					
ERT Lab		\$190.00	1303	4/2/20	
VOC	\$165.00				INV 54677
VOC x.xx					
Bac T	\$25.00				INV 75240
BlueBook				DBT	
Moore Printing					

OTHER Payments Approved					
Richard Murnan					
Royce Hinkle - Parts		\$26.47	1309	4/2/20	T's and adapters
Royce Hinkle - Parts		\$217.53	1312	4/15/20	Rock for containment shelters, Paper, Hand Sanitizer
MagicJack		\$44.32	DBT	4/27/20	Annual Fee

TOTAL Bills PD	\$3,995.02				
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CONTRACTORS					
Royce Alan Hinkle		\$2,500.00	1313	4/30/20	Payment for April 2020
Royce Alan Hinkle					

CONTRACTOR TOTAL	\$2,500.00				
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Monthly Expenditures	\$6,335.52				
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ATTACHMENT #3 - MONTHLY TREASURER'S REPORT FOR : June 2020 Meeting

BALANCES	Previous	Current			Comments
McClain Regular Checking	\$99,067.03	\$104,101.42			PSN 1272.91, Reg 10374.77, Hydraulic Study x.xx, Total 11647.68
McClain Super T	\$17,351.13	\$18,707.69			Interest 2.39 + auto transfer 1354.17
McClain Super T Reserve	\$55,392.97	\$56,417.51			Interest 14.34 + auto transfer 1010.20
First Fidelity	\$0.00	\$0.00			

BILLS PAID (Monthly)		TOTAL	Check	Date	Comments
Direct Withdraw or Debit Card		\$160.50			
Hughesnet	\$102.50		DBT	5/22/20	
Cricket Phone	\$58.00		DBT	5/11/20	

OEC					
		\$873.00	DBT	5/2/20	
Well 1	\$385.00				
Well 2	\$337.00				
Well 3	\$80.00				
Bldg	\$71.00				

Wildlife Lands & Minerals		\$301.31	1314	5/4/20	Monthly Payment
American Waterworks					
B&H Core Drilling					
H&H Plumbing					
H&H Plumbing					
H&T Store		\$225.42	1315	5/4/20	gas
Pearsons					
Pioneer Supply					
UTS					
Haynes Equipment					
Core & Main					
ERT Lab		\$350.00	1316	5/4/20	
RADS	\$325.00				INV 75444
VOC					
Bac T	\$25.00				INV 75686
BlueBook			DBT		
Moore Printing					
USPS		\$140.00	DBT	5/22/20	stamps

OTHER Payments Approved

Richard Murnan					
Royce Hinkle - Parts					

TOTAL Bills PD \$2,050.23

CONTRACTORS

Royce Alan Hinkle		\$2,500.00	1317	6/1/20	Payment for May 2020
Royce Alan Hinkle					

CONTRACTOR TOTAL \$2,500.00

Monthly Expenditures \$4,389.73