

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

Thursday, July 12, 2018

The agenda for the meeting was posted at the meeting location on July 11, 2018 at 9:09 am.

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

The meeting was called to order by Chairman Richard Murnan at 7:06 pm. Board members present were Richard Tarp, Robert Grisham, Tammy Koehn, Gary Koehn, David Standridge, and Richard Murnan. Board Member Jeannie Salmon was absent.

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

- a. Oklahoma Electric Cooperative (OEC) was advanced \$57,750.00 on July 5, 2018 to aid in construction of three-phase power for the District's wells and standpipe. Work should begin within July.
- b. An issue has developed with the Oklahoma Department of Transportation (ODOT) efforts to secure right-of-way easements along SH39 between 156<sup>th</sup> and 180<sup>th</sup>. Poe and Associates was aware of the issue and have been in contact with Robert Blackwell, Chief of the Utilities and Right-of-Way Branch of ODOT.
- c. Lopez Fencing will construct the fencing and gates needed within the Lexington Wildlife Management Area. The District will purchase the needed "T" post and barbed wire to furnish to Lopez Fencing. Work should begin in July.
- d. The interim financing with BancFirst will be complete with the June expenditures. The loan closing with the USDA/RD must be scheduled within July.

**3. Consider requests for expenditure**

No change orders were submitted for work performed in June.

Motion was made by Richard Murnan and seconded by Gary Koehn to approve M&T Septic and Backhoe Pay Application #5 for \$356,069.50. The roll call vote was unanimous in favor and the motion carried.

Motion was made by Tammy Koehn and seconded by Robert Grisham to approve Elite Towers Pay Application #5 for \$14,535.00. The roll call vote was unanimous in favor and the motion carried.

Motion was made by Robert Grisham and seconded by Tammy Koehn to approve the Inspector Pay Application #6 for \$9,900.00. The roll call vote was unanimous in favor and the motion carried.

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

- a. July 2, 2018 – Gary Koehn had a conversation with Pinnacle (Oklahoma company handling a majority of the Oklahoma Department of Transportation Right-of-Way purchases) where apparently, the legal description and the calculated acreage were

incorrect. This may delay the easement purchases along SH39.

- b. July 2, 2018 – Richard Tarp had a conversation with Delbert Henderson with the City of Lexington. Richard Tarp informed Mr. Henderson, the Lexington Master Meter had been installed on 84<sup>th</sup> Street.

#### **5. Accept minutes of past meeting**

The Board accepted the minutes of the June 7, 2018 special meeting with changes to agenda item 4(c) to repair the fractured sentence. Motion to accept was made by Gary Koehn and seconded by Robert Grisham. Vote was unanimous in favor and the motion carried.

The Board accepted the minutes of the June 25, 2018 special meeting with no changes required. Motion to accept was made by Tammy Koehn and seconded by Gary Koehn. Vote was unanimous in favor and the motion carried.

#### **6. Chairman's report**

The Chairman reported on several items:

- a. The District currently is using interim financing through BancFirst. With the approval of the current Pay Applications, we are \$35,248.06 over the limit for interim financing. Actions are underway to schedule the USDA/RD loan closing later in July and all pay expenditures with the USDA/RD loan.
- b. A waiting list is now active. Board Members were reminded to collect the following from interested individuals – name, mailing address, physical address if different from mailing address, phone number and/or email address. Each Board Member received a text message that can be copied and pasted to send on to an interested person.
- c. W-9 forms have been prepared for future payments to a welder.
- d. Completed May 2018 minutes need to be posted on the website.
- e. A meeting with the Oklahoma Military Department is being scheduled.

#### **7. Vice Chairman's report**

The Vice Chairman was absent.

#### **8. Secretary's report**

The Secretary reported a number of documents were submitted to the Record:

- a. ORWA Assurance Group letter adding David Standridge to our District's Plan.
- b. May 15, 2018 letter to Johnston family to confirm their verbal request to not have their meter installed at address 8444 Jordan. Membership was also cancelled.
- c. May 29, 2018 bank release letter prepared by FirstTitle concerning a property sale of 9300 156<sup>th</sup> Street. Letter signed and returned on May 30, 2018.
- d. Original April 12, 2018 signed minutes being submitted to records.
- e. Signed copy of RD-440 USDA documents that ordered the May funds from BancFirst.
- f. Signed copies of the May Pay Applications submitted to the USDA and processed.
- g. June 4, 2018 Poe and Associates letter sent to Layne that covered the motor requirements and flow rates for Wells #2 and #3.
- h. Recorded utility easement for Kenneth Slate at intersection of Lewis Road and 144<sup>th</sup> Street.

**9. Treasurer's report**

The Treasurer summarized financial transactions since the June 7, 2018 special meeting and reported the current funds as of the last day of June 2018 in the amounts of \$35,080.04 in the Super T account and \$1,159.63 in the District's checking account. The USDA/RD construction checking account with First Fidelity Bank in Norman reported the current funds as of the last day of June 2018 were \$59,430.46 with two outstanding checks totaling \$59,430.00 (OEC for \$57,750.00 and Poe and Associates for \$1,680.00).

**10. Consider actions related to construction financing**

District will need to pull all items to be considered for payment and submit to the USDA/RD for payment.

**11. Consider date and place of next regular meeting**

The Chairman announced that the next regular Board meeting is scheduled for 7 pm on Thursday July 12, 2018 at Corbett Baptist Church.

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

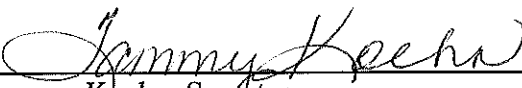
- Fencing status along 180<sup>th</sup> and 168<sup>th</sup> Streets.
- Lexington Wildlife Management Area access is closed to construction starting October 1.

**13. Public comments**

Hank Ivester and Marion Ward were present and had a couple of questions on how the construction progress was proceeding.

**14. Adjourn**

The meeting was adjourned at 8:03 pm with a motion by Gary Koehn and seconded by Tammy Koehn. Vote was unanimous in favor and the motion carried.

  
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Tammy Koehn, Secretary  
Cleveland County Rural Water District #1