

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

Thursday, February 8 2018

The agenda for the meeting was posted at the meeting location on February 7, 2018 at 9:27am.

1. Call to order and roll call

The meeting was called to order by Chairman Richard Murnan at 7:07 pm. Board members present were Tammy Koehn, Gary Koehn, Richard Tarp, Robert Grisham, and Richard Murnan. Board Member Jeannie Salmon was absent.

2. Take the Oath of Office – New Director David Standridge

Board Member Robert Grisham administered the oath of office to new Board member David Standridge who is replacing the position previously held by Dean Thompson (new 3 year term).

3. Accept minutes of past meeting

The Board accepted the minutes of the January 11, 2018 regular meeting with no corrections needed. Motion to accept was made by Robert Grisham and seconded by David Standridge. Vote was unanimous in favor and the motion carried.

The Board accepted the minutes of the February 1, 2018 special meeting with a correction in agenda #4 of “(40% if \$50,717...” changed to “(40% of \$50,717...”. Motion to accept with correction was made by Tammy Koehn and seconded by Robert Grisham. Vote was unanimous in favor and the motion carried.

4. Chairman’s report

The Chairman reported on several items:

- a. District currently is using interim financing through BancFirst.
 - i. Minutes from February 1, 2018 Special meeting provide an overview of BancFirst meeting on January 19, 2018 where necessary paperwork was finalized.
- b. New waiting list is needed. As folks start wanting to join the system, a method to keep track of the order in which they inquire is needed. This list will cover the planned line as well as new extensions. All previous waiting lists were reviewed and memberships offered back in the fall of 2015. A list of names were recorded at this meeting.
- c. The District’s final contribution of the project (\$22,931) has been completed and new qualifying expenditures will use the BancFirst interim financing. The US Department of Agriculture / Rural Development (USDA/RD) considers what District expenditures are “qualified” expenditures. Examples of items not considered as qualified expenditures are postage, post office box rental, safe deposit box rental, etc.

5. Vice Chairman’s report

The Vice Chairman was absent.

6. Secretary's report

The Secretary reported the following documents were received and will be included in the District records:

- a. December 29, 2017 – Certificate of Liability Insurance for Elite Towers, Inc.
- b. January 11, 2018 – Signed Resolution accepting the BancFirst Interim Financing Proposal dated December 22, 2017.
- c. January 16, 2018 – Letter from Phillips Murrah P.C. stating the attorney fees due at the start of the project (40% of \$50,717 or \$20,286.80) with one half going to Cheryl Clayton and one half to Terry L. Hawkins with Phillips Murrah P.C.
- d. January 19, 2018 – Copy of BancFirst Promissory Note for \$2,911,000 signed by District.
- e. Signed Oath of Office for David Standridge.

7. Treasurer's report

The Treasurer summarized financial transactions since the last regular meeting and reported the current funds as of the last day of January 2018 in the amounts of \$25,462.71 in the Super T account and \$1,963.93 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 January 2018 as \$21,237.00.

The Treasurer also updated the Board on the anticipated ORWA Assurance Group annual expenditure of \$1,843.00. ORWA is offering a discount of 5% (\$92.15) if we renew the policy prior to April 1, 2018. Our current policy terminates on 5/31/2018. The policy renewal would cover 06/01/2018 to 05/31/2019 and with the 5% discount cost \$1,750.85. This expenditure will be considered during the March 2018 Regular Meeting.

8. Review external interactions since last regular Board meeting

- a. On January 19, 2018, Richard Tarp and Richard Murnan met with BancFirst Regional Director Harvey Robinson to sign the promissory note with BancFirst.

9. Consider actions related to construction financing

No actions were considered.

10. Consider actions in support of construction

On February 5, 2018, Kim Hornbuckle sent a text message to Richard Murnan concerning the District purchasing a Global Positioning System (GPS) receiver for the project inspector to map out the water mains, valves, etc. Robert Grisham researched GPS receiver and reported on the options. Based on this research and additional conversations with Kim Hornbuckle, a Garmin Montana 680t would provide the necessary accuracy and include a camera for documenting the system as it is installed.

11. Consider requests for expenditure

Motion was made by David Standridge and seconded by Gary Koehn to purchase a GPS receiver, a protective carrying case, and screen protection at a cost not to exceed \$600. The roll call vote was unanimous in favor and the motion carried.

12. Consider date and place of next regular meeting

The Chairman announced that the next regular Board meeting was scheduled for 7 pm on Thursday, March 8, 2018 at Corbett Baptist Church.

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

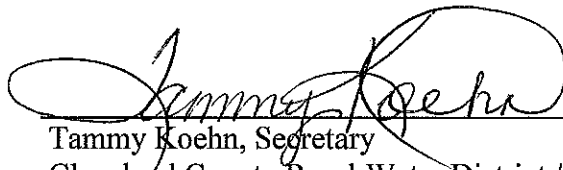
- Gather information on a handheld tracer wire locator.

14. Public comments

No visitors were present.

15. Adjourn

The meeting was adjourned at 8:54 pm with a motion by Tammy Koehn and seconded by Robert Grisham. Vote was unanimous in favor and the motion carried.



Tammy Koehn, Secretary
Cleveland County Rural Water District #1