

REGULAR BOARD OF DIRECTOR'S MEETING MINUTES

McIntosh County Rural Water District #13

Henryetta, Oklahoma

November 13, 2023 – 7:00pm

DIRECTORS PRESENT: Vincent Williams, Chairman
Stretch May, Secretary/Treasurer
Brock Barber, Director
R. Wyatt Secor, Director

DIRECTORS ABSENT: David Berry, Vice-Chairman

OTHERS PRESENT: Rhonda Roberts Jamie Long
Scott Gillin Andrew Banta

1. Meeting Called to Order

The meeting was held in the District office and called to order by the Chairman of the Board at 7:00 p.m. He noted that this was a Regular scheduled meeting and is in compliance with the Open Meeting Act, Title 25 of the Oklahoma Statutes, Sections 301 & following. Notice of this meeting is on file with the County Clerk, with a copy of the agenda being filed in a public place at 395977 E. 1150 Rd., Henryetta, on November 09, 2023.

2. Roll Call

All directors were present except for David Berry, Vice-Chairman.

3. Consent Agenda

- a. *Approval of the Minutes of the October 09, 2023 Regular Meeting Minutes*
- b. *Consideration of and Possible Action on Financial Reports for Period Ending October 31, 2023. The Board reviewed the Financial Reports for the period ending October 31, 2023 attached hereto.*
- c. *O.W.R.B. Monthly Operating Statement –10/1/23 to 10/31/23*
- d. *Consideration of and Possible Action on Field Manager's Report for October, 2023.*
- e. *Consideration of and Possible Action on Office Manager's Report for October, 2023*

Discussion: Mr. Williams asked if everyone had a chance to look over the Consent Agenda? Asked if there was any item in the consent again that the members wanted to talk about. If not, we need a motion

Action Taken: Mr. Secor made a motion to approve the consent agenda as presented. Seconded by Mr. Barber. Aye votes: Secor, Barber, May and Williams. Nay votes: none. Motion carried.

4. New Memberships – Transfers – Forfeitures – Reinstatements – Payment Plan

- a. *Transfer – Angelo & Paige Cuzalina/Cuzzalino Properties LLC to Thomas &/or Barbara Mote – Acct. #604*
- b. *Forfeiture – Glenda Jimsey – Acct. #244*
- c. *Transfer – Joseph &/or Betty Boyd to Roland Johnson – Acct. #460*

Discussion: Mr. Williams ask if everything was taken care of and in order. Rhonda's response was yes sir everything is in order.

Action taken: Mr. Secor made the motion to approve the above New Memberships, Transfers, Forfeiture, Voluntary Forfeitures, Reinstatements and Payment Plans as presented. Seconded by Mr. Barber; Aye votes: Secor, Barber, May and Williams. Nay votes: none. Motion carried.

5. Personal Appearance – Limited to three Minutes – None.

Discussion: None.

Action taken: None.

6. Consideration of and Possible Action on Andrew Banta Speaking on IHS Project

Discussion: Andrew Banta, Indian Health Service Project Engineer. Rhonda asked me to come and talk with you guys about some upcoming projects that are coming. I know you all may have heard several different things from several different people. So, I want to come and answer any and all questions you may have. I know that there is a pipe line improvement project that was talked about. Scott asked that with the other project when it gets started and signed off on, he would like to wait on anything else until its finished. However, he would like to know if they would be able to help with the line extension project. Yes, we would. We aren't limited to just one project. We can put them in phases. We didn't want to take the other project out of our system just in case something happened. Rhonda asked if we would need to get an engineer report for the line extension. He said yes, we would. It has to be documented because it isn't what I say it's what I can prove on paper. That would be the first step. There is no application for you all to fill out it came happen just with a conversation. I do all the leg work and if I have a question, I just call the district and ask. Right now, we have forty-two percent Native population. If the area of the line extension has over fifty present Native population, we could be the lead agency and I could be the one to do the engineer report. Rhonda informed them that we are in the process of getting the last few on our list. It seems to be hard to get them to respond to us. We will keep trying. The Chairman asked if there was a way to track the homes on a GPS for documentation for IHS. Jamie said that she has went on line and talked to people and will continue until we get them. Timing wise for us starts in the summer and projects starts in the spring. It's probably not going to happen this year.

Action taken: Mr. May made the motion to Take in Consideration of what Andrew Banta had to say on the IHS Project and will Act on it when the Time Comes. Seconded by Mr. Secor; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

7. Consideration of and Possible Action on Refunding Membership Fee to Quinton &/or Arael Short Acct. #733

Discussion: Rhonda explained that the application was not to go through the Board to be signed because his in-laws were going to move up on the corner. Their plans fell through and are not moving now. He tried to help them by getting ahead of the process and paid for their membership. Scott informed them that it was for a meter that was already there and we aren't out any expense. Mr. Williams said he would be willing to if the others were. Mr. May said since it was just paperwork done, he didn't see a problem refunding them.

Action taken: Mr. Secor made the motion to Approved Refunding Membership Fee to Quinton &/or Arael Short Acct. #733. Seconded by Mr. Barber; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

8. Consideration of and Possible Action on Roy Miller's Membership – Acct. #640

Discussion: Rhonda explained that when Mr. Miller's daughter came and tried getting her father's water meter unlocked, we requested proof of a DEQ approved septic system for her father. She would be able to get her membership as long as she showed proof that she was the owner of the property. The next day Mr. Berry sent me an application from IHS because they are Native to help them possibly get her membership and his septic system. Jamie pulled their folder to help them with the process and found that they are not the property owners. There is a contract in the folder but it is not signed by Mr. Miller nor is it notarized nor filed at the court clerk. Which he is not in compliance with our guideline.

Action taken: Mr. May made the motion to Forfeit Roy Miller's Membership – Acct. #640 for Non-Compliance. Seconded by Mr. Secor. Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

9. Consideration of and Possible Action on 2024 ORWA Annual Membership Renewal

Discussion: Mr. May asked if this was like we renew every year and Rhonda replied yes.

Action taken: Mr. May made the motion to Accept the 2024 ORWA Annual Membership Renewal. Seconded by Mr. Barber. Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

10. Consideration of and Possible Action on 2023-2024 Employee Performance Objectives

Discussion: Mr. Williams said that they look good. He said if you put it down on there than make sure that you do it and get it done. Mr. May said that there is a major undertaken for Rhonda. Looks like it's going to be a lot of work. Mr. Williams also told Scott good job on getting his water loss down.

Action taken: Mr. May made the motion to Accept the 2023-2024 Employee Performance Objectives as submitted. Seconded by Mr. Secor. Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

11. Consideration of and Possible Action on Acknowledge Receipt of Permit No. WT 000054230533 for The Construction of One (1) Caustic Soda Injection System PWSID No. OK2005603

Discussion: Rhonda informed the board that it had to put on the agenda for it to be permanent record. Scott said that its fixing to be started by doing demolition first then putting everything inside the well house. Scott has already started ordering his parts.

Action taken: Mr. May made the motion to Acknowledge Receipt of Permit No. WT 000054230533 for The Construction of One (1) Caustic Soda Injection System PWSID No. OK2005603. Seconded by Mr. Secor. Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

12. New Business

Discussion: Rhonda asked for a number of each family that will be going on Saturday to the Director's and Employee's Dinner at Captain John's in Eufaula. Everyone who was able to attend gave me the numbers and there was one director and one employee who could not attend. Rhonda asked if she should they put it on the next agenda to vote on giving the Director and employee that couldn't attend with a \$100.00 Restaurant Gift Card. They said to put in on the agenda.

We received the fire reports from the Fire Departments on our system showing their water usage. Rhonda read each report to the Board.

13. Adjournment

Action Taken: Mr. Secor made a motion to adjourn the meeting at 8:11 p.m.; seconded by Mr. Barber; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.


Chairman


Secretary/Treasurer