

# REGULAR BOARD OF DIRECTOR'S MEETING

McIntosh County Rural Water District #13

Henryetta, Oklahoma

June 12, 2023 – 7:00pm

DIRECTORS PRESENT: Vincent Williams, Chairman  
R. Wyatt Secor, Director  
Brock Barber, Director

DIRECTORS ABSENT: David Berry, Vic-Chairman  
Stretch May, Secretary/Treasurer

OTHERS PRESENT: Rhonda Roberts            Jamie Long  
Scott Gillin                            Trevor McCormack

## 1. Meeting Called to Order

The meeting was held in the District office and called to order by the Chairman of the Board at 7:20 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 June 09, 2023.

## 2. Roll Call

All directors were present except for David Berry, Vice-Chairman and Stretch May, Secretary/Treasurer

## 3. Consent Agenda

- a. *Approval of the Minutes of the May 08, 2023 Regular Meeting*
- b. *Consideration of and Possible Action on Financial Reports for Period Ending May 31, 2023. The Board reviewed the Financial Reports for the period ending May 31, 2023 attached hereto.*
- c. *O.W.R.B. Monthly Operating Statement – 5/1/23 to 5/31/23*
- d. *Consideration of and Possible Action on Field Manager's Report for May, 2023.*
- e. *Consideration of and Possible Action on Office Manager's Report for May, 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 agenda that the members wanted to talk about. If not, we need a motion

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

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

- a. Reinstatement – Louis &/or Gloria Hicks – Acct. #482

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

Action taken: Mr. Barber made the motion to approve the above New Memberships, Transfers, Forfeiture, Voluntary Forfeitures, Reinstatements and Payment Plans as presented. Seconded by Mr. Secor; Aye votes; Secor, Barber 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 Setting Date for Special Meeting of the Participating Members to Revise District By-Laws**

Discussion: Rhonda had let them know about some dates and they all agreed to have the Special Meeting on July 6, 2023 at 1:00 P.M. at the Board Room

Action taken: Mr. Barber made the motion to have the Special Meeting of the Participating Members to Revise District By-Laws on July 6, 2023 at 1:00 P.M. in the Board Room. Seconded by Mr. Secor; Aye votes; Secor, Barber and Williams. Nay votes: none. Motion carried.

**7. Consideration of and Possible Action on Approving what is going to be Presented to the Participating Voting Members**

Discussion: A copy of the 2023 Proposed Amendment to the By Laws was given to each Board Member. Article V, Section 1 – The third sentence would change the membership fee from \$1,000.00 to the District shall charge a membership fee for each single Residence or Business Establishment. Rhonda informed the Board that she has contact the District Lawyer and ORWB to look and okay the Amendment.

Action taken: Mr. Secor made the motion to Approve what is going to be Presented to the Participating Voting Members. Seconded by Mr. Barber. Aye votes; Secor, Barber and Williams. Nay votes: none. Motion carried.

**8. Consideration of and Possible Action on Raising the Transfer Fee for Residential and Business**

Discussion: Right now, the current rate is \$75.00. We would like the amount to be changed to \$100.00 from Residential to Residential and \$300.00 from Residential to Business

Action taken: Mr. Secor made the motion to Raise the Transfer Fee to a \$100.00 for Residential to Residential and \$300 for Residential to Business. Seconded by Mr. Barber. Aye votes; Secor, Barber and Williams. Nay votes: none. Motion carried.

**9. Consideration of and Possible Action on Business Membership Requirements**

Discussion: Rhonda and Jamie had enclosed sample forms for the Business Membership Requirements mainly for Mr. May because he wanted to know what we could come up for the required changes. We also need to revise the forms that each member fills out.

Action taken: Mr. Secor made the motion to Table Business Membership Requirements and have Rhonda and Jamie to come up with forms that they feel is right for the changes and wording for the requirements and present it at the next meeting Seconded by Mr. Barber. Aye votes; Secor, Barber and Williams. Nay votes: none. Motion carried.

**10. Consideration of and Possible Action on Revising Residential Requirements**

Discussion: Rhonda and Jamie had enclosed sample forms for the Residential Membership Requirements mainly for Mr. May because he wanted to know what we could come up for the required changes. We also need to revise the forms that each member fills out.

Action taken: Mr. Barber made the motion to Table Revising Residential Membership Requirements and have Rhonda and Jamie to come up with forms that they feel is right for the changes and wording for the requirements and present it at the next meeting Seconded by Mr. Secor. Aye votes; Secor, Barber and Williams. Nay votes: none. Motion carried.

11. Consideration of and Possible Action on Adding Requiring Hydraulic Analysis on all New Memberships and Transfers to the Rules and Regulations

Discussion: Mr. Barber asked that if we did this would there be a set fee that would be charged. Rhonda answered that yes there would be. Jamie has contacted Myers Engineering Firm and they have a set rate of \$250.00. Mr. Williams asked if in a couple of years down the road are we still going to be good at this rate. Jamie suggested that we put rate is subjected to change on the form also. They all agreed that that would be good idea. Now this rate would be on the normal memberships however on a commercial and or business they will have to pay what the Engineer charges because it would entail more and extensive research for us to be able to provide water so that our existing members aren't affected.

Action taken: Mr. Barber made the motion to Adding Requiring Hydraulic Analysis on all New Memberships and Transfers to the Rules and Regulations. Seconded by Mr. Secor. Aye votes; Secor, Barber and Williams. Nay votes: none. Motion carried.

12. New Business


Discussion: Rhonda informed the Board that the ORWAAG Lawyer has served the defendant and if no response is made within 20 days, then the case is won. It not then it will be a jury trial. He said that he would keep us updated.

Rhonda had a letter from Search, LLC, Engineering to Mrs. Glidden and they informed her that they recommended the potable water system contain a 12,000-water storage tank and a duplex pumping system. Mr. Gillin said that he did not agree with this. Mr. Barber said that our Engineer said that they needed a 60,000-gal tank. We need to make sure our Engineer is involved and her numbers are right. Something to think about.

13. Adjournment

Action Taken: Mr. Secor made a motion to adjourn the meeting at 7:37 p.m.; seconded by Mr. Barber; Aye votes; Secor, Barber and Williams. Nay votes: none. Motion carried.

  
Vice-Chairman

  
Secretary/Treasurer