

REGULAR BOARD OF DIRECTOR'S MEETING MINUTES

McIntosh County Rural Water District #13

Henryetta, Oklahoma

May 13, 2024 – 7:00pm

DIRECTORS PRESENT: Brock Barber, Vice-Chairman
Stretch May, Secretary/Treasurer
R. Wyatt Secor, Director
Doug Randall, Director

DIRECTORS ABSENT: Vincent Williams, Chairman

OTHERS PRESENT: Rhonda Roberts David Berry
Jamie Long Hunter Thomas

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 May 10, 2024.

2. Roll Call

All directors were present.

3. Consent Agenda

- a. Approval of the April 8, 2024 Regular Meeting Minutes
- b. *Consideration of and Possible Action on Financial Reports for Period Ending April 3, 2024.*
The Board reviewed the Financial Reports for the period ending April 30, 2024 attached hereto.
- c. *O.W.R.B. Monthly Operating Statement –04/1/24 to 04/30/24*
- d. *Consideration of and Possible Action on Field Manager's Report for April, 2024*
- e. *Consideration of and Possible Action on Office Manager's Report for April, 2024*

Discussion: Mr. Barber asked if everyone had a chance to look over the Consent Agenda? Rhonda said everything is in order.

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

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

- a. New Membership – Melinda Purdom – Acct. #736
- b. Transfer Membership – James &/or Louise Robertson to Dahl &/or Kimber Hendrickson – Acct. #344
- c. Transfer Membership – Gregory Flanagan to David &/or Penelope Martin – Acct. #350
- d. Transfer Membership – Billy Joe Thomas Estate (Larry Thomas) to Kenneth J Hahn &/or Tracy L Hahn – Acct. #229
- e. Payment Plan – Brenda Millikin – Acct. #299

Discussion: Mr. Barber asked if everything was taken care of and in order. Rhonda said yes everything is in order.

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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. Randall. Aye votes: Secor, Randall and Barber. 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 Payment Plan for Previous Forfeited Account #673 Tyler Smith – Hunter Smith purchased Property and Wants to Make Payments

Discussion: Rhonda explained the situation to the Board Members. Hunter Thomas purchased the property from his brother, Tyler Smith not knowing there was a past due balance. Mr. Smith stopped paying his bill after a big water leak. Mr. Thomas will purchase a new membership & is willing to make payments on the past due balance on the property.

Action taken: Mr. Secor made the motion to Approve a payment plan for Hunter Thomas Acct #673. Seconded by Mr. Randall. Aye votes: Secor, Randall, and Barber. Nay votes: none. Motion carried.

Stretch May arrived at 7:08 pm

7. Consideration and Possible Action on 33845 (05); Okfuskee County; Tenant Offer Packet; ODOT SH-84, Okfuskee County Project

Discussion: Rhonda explained that ODOT is rescinding the offer. They can do the work without touching our side of the road. Stretch also talked to ODOT, they didn't need as much of a right away as they thought. Stretch will sign the ODOT Tenant Release document.

Action taken: Mr. Secor made the motion to sign the Tenant Release. Seconded by Mr. Randall. Aye votes: Secor, May, Randall and Barber. Nay votes: none. Motion carried.

8. Consideration of and Possible Action on Reimbursing Employees for Canceled Carry Class

Discussion: Rhonda told the Board Members that it was approved by the Board approximately 15 years ago. We had a break in a few weeks ago at the office. The Sheriffs/Lighthorse have told us that we need to carry being out here so far away from help. Mr. Barber said we don't technically need a license since Oklahoma is an open carry state as long as we pass the background check to purchased the firearm. Stretch also agreed but said a class would be good to go over the laws, etc. Rhonda & Jamie are already signed up for a class on June 1st.

Action taken: Mr. May made a motion to approve any employee to be reimbursed for conceal carry. Seconded by Mr. Secor. Aye votes: Secor, May, Randall and Barber. Nay votes: none. Motion carried.

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9. Consideration of and Possible Action on Rocky Kissee Resignation from the District

Discussion: Rocky's last day was May 3rd.

Action taken: Mr. Secor made a motion to accept Rocky Kissee's resignation. Seconded by Mr. Randall. Aye votes: Secor, May, Randall and Barber. Nay votes: none. Motion carried.

10. Consideration of and Possible Action on Reviewing Applications for the Operator Position

Discussion: David Berry received 4 applications. He's waiting on reference checks. He would like to wait to see if we get any more applications. Stretch asked about hiring an operator and operator assistant. He still feels there is no need for 3 field positions. David said there is more work to do here than there ever has been. There is more administrative work that has been neglected for many years that needs caught up & kept up on. He will not be able to keep on those duties without the 3rd operator. Stretch asked the Board Members to look over the budget before the next meeting. Wyatt said he sees Stretch's point on the 3rd operator but also disagrees because that's why we lost Rocky. With only 2 operators it takes up their weekends and they are tied to the job. Wyatt & Doug, both said it seems a 3rd man is needed as a helper. Stretch asked the Board Members again to please study the budget and look at the expenses for the last year & a half before the next meeting. Wyatt said the money needs to be there to pay for the additional salary. Stretch said we may need to raise our rates. Jamie explained how the budget works. We will continue to show out of budget thru the fiscal year. Budgeted income must match the budgeted expenses. Brock asked when the last rate analysis was. We told them it was 2 years ago. Doug suggested a small rate increase. Stretch asked David if he has a potential candidate. He doesn't have anyone tonight, was just giving an update. David is just filling in for the Field Manager. There's been no decisions made on the field manager. Stretch wants that added to the next month's agenda. Stretch said David shouldn't have to wait until the next board meeting to hire anyone. Since he is the acting "Field Manager" he should be able to hire temporarily. Board suggested a pay rate of \$14-\$16.

Action taken: Mr. Randall made the motion to allow David Berry to hire temporary help at \$14-\$16/hour. Seconded by Mr. Secor. Aye votes: Secor, May, Randall and Barber. Nay votes: none. Motion carried.

11. Consideration of and Possible Action on Reviewing Applications for the Operator Assistant Position

Discussion: Stretch suggested to do the same motion as Item #10 since it was already discussed.

Action taken: Mr. May made a motion to allow David Berry to hire temporary help at \$14-\$16/hour. Seconded by Mr. Randall. Aye votes: Secor, May, Randall and Barber. Nay votes: none. Motion carried.

12. New Business

Discussion: Jamie updated on Enerfin theft. Rocky made a Police Report and we're waiting to hear from the manager at Enerfin. We did an average on their previous water use and multiplied by 14 months.

13. Adjournment

Action Taken: Mr. May made a motion to adjourn the meeting at 7:56 pm. Seconded by Mr. Secor.

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Aye votes: Secor, May, Randall and Barber. Nay votes: none. Motion carried.



Chairman



Secretary/Treasurer