

SPECIAL BOARD OF DIRECTOR'S MEETING

McIntosh County Rural Water District #13

Henryetta, Oklahoma

November 14, 2022 – 7:00pm

DIRECTORS PRESENT: David Berry, Vice-Chairman
Stretch May, Secretary/Treasurer
Brock Barber, Director

DIRECTORS ABSENT: Vincent Williams, Chairman
R. Wyatt Secor, Director

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 Vice-Chairman of the Board at 7:04 p.m. He noted that this was a Special 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 10, 2022.

2. Roll Call

All directors were present except for Vincent Williams, Chairman and R. Wyatt Secor, Member

3. Consent Agenda

- a. *Approval of the Minutes of the October 10, 2022 Regular Meeting*
- b. *Consideration of and Possible Action on Financial Reports for Period Ending October 31, 2022. The Board reviewed the Financial Reports for the period ending October 31, 2022 attached hereto.*
- c. *O.W.R.B. Monthly Operating Statement –10/1/22 to 10/31/22*
- d. *Consideration of and Possible Action on Field Manager's Report for October, 2022.*
- e. *Consideration of and Possible Action on Office Manager's Report for October, 2022*

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

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

- a. Voluntary Forfeiture – Richard Smith for Neoma Smith, Deceased – Acct. #605
- b. Voluntary Forfeiture – Richard Smith for Neoma Smith, Deceased – Acct. #606
- c. Inherited Transfer Membership – Mitch Ogden (Deceased) to Kathy Ogden – Acct. #662
- d. Payment Plan – Loyd Peoples Jr. – Acct. #423
- e. Payment Plan – Tamiko Hill – Acct. #567
- f. New Membership – Zane Wheeler – Acct. #725

Discussion: Mr. Berry asked Rhonda if everything was in order. Her response was yes sir everything is in order. We are also adding c-d-e-f now here at the Board Meeting because they were done after the agenda was made. Everything for them is in order.

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

5. Personal Appearances

None.

6. Consideration of and Possible Action on Adopting the Presented Safety Policy/Manual

Discussion: Mr. Berry asked if anyone had any questions. Mr. May said that he thinks its alright having a little common sense it putting it together. He asked, Scott are you alright with it? Scott replied, "yes sir".

Action taken: Mr. May made the motion to approve Adopting the Presented Safety Policy Manual as presented. Seconded by Mr. Barber; Aye votes; May, Barber and, Berry. Nay votes: none. Motion carried.

7. Consideration of and Possible Action on Adopting the Corrected Personnel Policy Manual

Discussion: Mr. Berry asked if anyone had any questions on the corrected Policy. Everyone took time in looking it over and Mr. May said that it seemed alright to him.

Action taken: Mr. May made the motion to approve Adopting the Corrected Personnel Policy Manual. Seconded by Mr. Barber. Aye votes; May, Barber and Berry. Nay votes: none. Motion carried.

8. Consideration of and Possible Action on 2023 ORWA Annual Membership Renewal

Discussion: Rhonda informed the Board that the ORWA Annual Membership Renewal is now done online so she printed out what was done online so that they could see it. She felt that it should still go to the Board to be approved or disapproved.

Action taken: Mr. May made the motion to approve the 2023 ORWA Annual Membership for another year. Seconded by Mr. Barber; Aye votes; May, Barber and Berry. Nay votes: none. Motion carried.

9. Consideration of and Possible Action on Annual Director/Employee Dinner

Discussion: Rhonda asked if the Members would like to go back to Rudy Allen's in Wewoka. They said they enjoyed having a space all to ourselves. Mr. May suggested on going on Friday after work and possible leaving early enough to make it by 7:00. Rhonda asked if the 9th or 10th would be good. They voted for the 10th. David said if his boy was still in the playoffs that he couldn't go on Friday the 9th. Everyone said that the 10th was a good date. Everyone agreed to go when they opened at 4:00 p.m. The members suggested to have a backup and that would be going to Rustlers if Rudy's couldn't accommodate us.

Action taken: Mr. May made the motion to approve the Annual Director/Employee Dinner (Time, Date, and Venue). Seconded by Mr. Barber; Aye votes; May, Barber and Berry. Nay votes: none. Motion carried.

10. Consideration of and Possible Action on 2022-2023 Employee Performance Objectives

Discussion: Mr. Berry asked if anyone had any questions on the Objectives. Mr. May said what about the check meters. Scott informed him that they were on his objectives and that he (Mr. May) was looking at the wrong one. Mr. May apologized and said that he seen them now and that they all looked ok to him.

Action taken: Mr. May made the motion to accept the 2022-2023 Employee Performance Objectives. Seconded by Mr. Barber; Aye votes; May, Barber and Berry. Nay votes: none. Motion carried.

11. Consideration of and Possible Action on Disposing of Old Obsolete Office Equipment by Recycling, Trashing or Selling (Computers, Monitors, Printers, Old Junk that We may Find)

Discussion: Jamie and Rhonda informed the Board that there were at least 3 old computers that were obsolete and just taking up space. A couple of printers and once we start getting deeper inside the storage we may find some other things. This district has really never gotten rid of anything. Rhonda explained how Randy Witham, Computer guy, told us how to get rid of old computers. We have to take the hard drive out of them first. He said that all the old obsolete equipment can be taken to Muscogee (Creek) Nation on the day they have their big recycling event. It is usually in November. Jamie said some of the things in the storage should be thrown away or maybe try selling them.

Action taken: Mr. May made the motion to Approve Disposing of Old Obsolete Office Equipment by Recycling, Trashing or Selling (Computers, Monitors, Printers, Old Junk that We may Find) by using any means necessary to accomplish this. Seconded by Mr. Barber; Aye votes; May, Barber and Berry. Nay votes: none. Motion carried.

12. Executive Session: Individual Employee Reviews

Discussion: David informed the Board that he was informed to table this item until next meeting.

Action taken: Mr. May made the motion to table the Executive Session: Individual Employee Reviews until the December 12, 2022 meeting. Seconded by Mr. Barber; Aye votes; May, Barber and Berry. Nay votes: none. Motion carried.

13. New Business

Discussion: None.

14. Adjournment

Action Taken: Mr. May made a motion to adjourn the meeting at 7:35 p.m.; seconded by Mr. Barber; Aye votes; May, Barber and Berry. Nay votes: none. Motion carried.



Chairman



Secretary/Treasurer