

# REGULAR BOARD OF DIRECTOR'S MEETING MINUTES

McIntosh County Rural Water District #13

Henryetta, Oklahoma

March 11, 2024 – 7:00pm

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

DIRECTORS ABSENT: None

OTHERS PRESENT: Rhonda Roberts Rocky Kisse  
Jamie Long David Berry  
Doug Randall

## 1. Meeting Called to Order

The meeting was held in the District office and called to order by the Chairman of the Board at 7:03 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 March 08, 2024.

## 2. Roll Call

All directors were present.

## 3. Consent Agenda

- a. Approval of the February 08,2024 Regular Meeting Minutes
- b. *Consideration of and Possible Action on Financial Reports for Period Ending February 29, 2024. The Board reviewed the Financial Reports for the period ending February 29, 2024 attached hereto.*
- c. *O.W.R.B. Monthly Operating Statement –02/1/24 to 02/29/24*
- d. *Consideration of and Possible Action on Field Manager's Report for February, 2024*
- e. *Consideration of and Possible Action on Office Manager's Report for February, 2024*

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 nothing else, we need a motion.

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

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

- a. New Membership – Anthony &/or Shirley Renner – Acct. #737
- b. New Membership –Roger &/or Marquetta Chiles – Acct. #582
- c. Payment Plan – Rena Patterson – Acct. #416
- d. New Membership – David &/or Kristine Izquierdo – Acct. #676 (Was added at the Board Meeting)

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Discussion: Mr. Williams asked if everything was taken care of and in order. Rhonda's response was yes sir everything is in order. I also need to add David &/or Kristine Izquierdo, Acct. #676 as item d for a new membership.

Action taken: Mr. Secor made the motion to approve the above New Memberships, Transfers, Forfeiture, Voluntary Forfeitures, Reinstatements and Payment Plans as presented with the addition of the New Membership. 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 Mr. David Berry's Resignation from the Board of Director's

Discussion: Chairman asked Rhonda if she had his written resignation & she answered yes.

Action taken: Mr. May made the motion to Approve Mr. David Berry's Resignation from the Board of Director's. Seconded by Mr. Secor; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

## 7. Consideration of and Possible Action on Appointing a New Vice-Chairman

Discussion: Chairman asked the Board if there were any takers. Mr. Secor stated it didn't matter to him, thought Mr. Barber would be a good choice. Mr. Barber stated he didn't care either. Mr. May stated Mr. Barber would be a good Vice Chairman.

Action taken: Mr. Secor made the motion to Appoint Brock Barber as the new Vice-Chairman. Seconded by Mr. May; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

## 8. Consideration of and Possible Action on Appointing Doug Randall as Board of Director Member to Finish Out David Berry's Term (3 Years)

Discussion: Chairman asked Mr. Randall if he accepts the position. Mr. Randall said yes, he does. Mr. May asked if Mr. Randall understood what it entails. Mr. Randall said yes. Chairman told them where Mr. Randall lives on the system.

Action taken: Mr. Secor made a motion to Appoint Doug Randall as a Board Member to finish out David Berry's term (3 years). Seconded by Mr. Barber; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

Action taken: Mr. Berry made to go back into Regular at 8:47 p.m. session. Seconded by Mr. Secor; Aye votes; Secor, Barber, May, Berry and Williams. Nay votes: none. Motion carried.

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### 9. Consideration of and Possible Action on Approving R. Wyatt Secor and Brock Barber as Signers on First National Bank

Discussion: Mr. May asked what prompted this change. Rhonda explained that Mr. Barber & Mr. Secor should both be added as signers since they are close to the office. It's been hard to find one of the existing signers on occasion. Mr. May agrees and appreciates the suggestion.

Action taken: Mr. May made a motion to Approve Wyatt Secor and Brock Barber as signers on the bank account. Seconded by Mr. Secor; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

### 10. Consideration of and Possible Action on Trevor McCormack Resignation from the District

Discussion: Mr. May asked what happened. Rocky & David sad nothing happened Trevor just wanted to leave. Rhonda added that we tried to encourage him to stay.

Action taken: Mr. May made the motion to Accept Trevor McCormack's Resignation. Seconded by Mr. Secor; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

### 11. Consideration of and Possible Action on Revising the Comp Time Policy as Presented

Discussion: Mr. May would like to discuss the requested changes. Rhonda explained our current policy and revisions. Mr. May said employees need to be encouraged to use it. Last option would be to buy it back. He asked David about the government policy to lose the time over 240 hours. Mr. May would like it to cap out at 240 hours. Mr. Secor stated if they worked it, we owe it. Chairman asked if the office personnel get paid OT or Comp Time. Rhonda stated we're paid OT because we're hourly. Rocky would like the option of Comp Time or paid OT. Chairman said that's already in place. New employees can't accumulate excessive hours. Remove the buy out part. Comp Time/OT is optional for hourly employees only. Mr. Secor suggested everyone go hourly to accommodate the OT option. If they're salary then it will be Comp Time not OT. Keep the 1<sup>st</sup> two sentences & delete the rest of the revisions. Chairman stated there will be 3 guys and they should be able to use their comp time and not accumulate a lot. Mr. May does not want a 3<sup>rd</sup> man there's no budget for that. The 2<sup>nd</sup> part of the revision on hours worked for field employees. Mr. May stated they can make their own hours as long as it's 8 hours a day. 3<sup>rd</sup> part of the revision of on-all time increased to 4 hours from 2 hours. There is a lot more to do on the weekends. Previous employees were not doing all the master meter readings. They were averaging the ends on Monday for the weekend. Mr. May asked about electronic master meters.

Action taken: Mr. May made the motion to Accept the Comp Time Policy Revisions with the agreed changes. Seconded by Mr. Secor; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

### 12. Consideration of and Possible Action on Putting up for Bid/Trashing the old Generator and Old Not working Lawn Mower

Discussion: Mr. May asked about the generators. Rhonda said they're the green army trailer generators. One is here & one at Pulliam's. Mr. May asked David about them. David said they don't work now. They got one to start many years ago. He's not sure of the size of them. Mr. May & Chairman agreed we should put them up for bid & be rid of them. Mr. May asked about the mower also. David explained it hasn't moved since he parked it years ago when it quit working.

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Action taken: Mr. May made the motion to put the generator and old lawn mower up for bid. Seconded by Mr. Secor; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

13. New Business

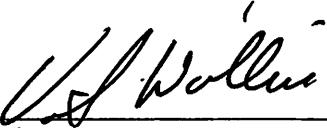
Discussion: Chairman asked about hiring the 3<sup>rd</sup> man. Rhonda said we'd like to hire on April 1<sup>st</sup> and run the ad in the paper thru March 26<sup>th</sup>. Chairman suggested the pay for the 3<sup>rd</sup> man be no more than \$15.00/hr., 90-day probation & no truck. Mr. May has a problem with hiring a 3<sup>rd</sup> man. He agreed on it when Trevor was here. Now we have David here. He's more experienced & paid as so. He would like to raise the pay of the office personnel instead of hiring the 3<sup>rd</sup> man. Mr. May stated that Rhonda has as much of a work load as Rocky & Jamie is irreplaceable. He does not want to spend the money on a 3<sup>rd</sup> man when we have two really good competent men that don't have to work together. They can work separately. He wants to see how we look 6 months down the road. He's confident the two we have now will get things looking a lot better on the system in 6 months. Chairman stated the office personnel was supposed to be on this agenda but didn't want to be on the agenda with Trevor there. Chairman commented that the water loss is looking good this month. Our system is getting more tech & will be more work, Mr. May agrees. Mr. May said just because water loss is down, we can't go spending more. Things get cheaper when task get accomplished.

Mr. Barber asked for an update on the Caustic Soda project. Rocky said we're still waiting on parts. Rhonda got another extension from DEQ. David & Rocky will inventory the parts and see what is still needed to proceed. They have to install as Myers drew it up. If that doesn't work after being installed then we can make changes. Mr. May states that will cost more money, it's ridiculous. Myers has designed a non-functional system.

Rhonda wanted the Board to know that David is going for his Class C Lab license at the end of April & Rocky is going to the ORWA conference April 10<sup>th</sup>.

14. Adjournment

Action Taken: Mr. Secor made a motion to adjourn the meeting at 8:10 p.m.; seconded by Mr. Barber; Aye votes; Secor, Barber, May and Williams. Nay votes: none. Motion carried.

  
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Chairman

  
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Secretary/Treasurer