

REGULAR BOARD OF DIRECTOR'S MEETING MINUTES

McIntosh County Rural Water District #13

Henryetta, Oklahoma

April 8, 2024 – 7:00pm

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

DIRECTORS ABSENT: None

OTHERS PRESENT: Rocky Kissee David Berry
Jamie Long

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 April 05, 2024.

2. Roll Call

All directors were present.

3. Consent Agenda

- a. Approval of the March 11, 2024 Regular Meeting Minutes
- b. *Consideration of and Possible Action on Financial Reports for Period Ending March 31, 2024. The Board reviewed the Financial Reports for the period ending March 31, 2024 attached hereto.*
- c. *O.W.R.B. Monthly Operating Statement –03/1/24 to 03/31/24*
- d. *Consideration of and Possible Action on Field Manager's Report for March, 2024*
- e. *Consideration of and Possible Action on Office Manager's Report for March, 2024*

Discussion: Mr. Williams asked if everyone had a chance to look over the Consent Agenda? He asked about the water loss. Rocky said they found 2 leaks & repaired. Rocky said he thinks maybe the master meters are bad. One meter is 10 plus years old. There are 4 meters total.

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

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

- a. Transfer Membership – George Jeremy Gray &/or Gary Gerald Gray – Acct. #548
- b. Transfer Membership –Eric &/or Kendyl Gray – Acct. #399
- c. Payment Plan – Hickory Ground #1 – Acct. #288
- d. Forfeiture for Non-Payment – Kenneth Jennings – Acct. #194
- e. Forfeiture for Non-Payment – Bobby &/or Desirae Garrett – Acct. #104

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Discussion: Mr. Williams asked if everything was taken care of and in order. Jamie's response was yes everything is in order.

Action taken: Mr. May 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: Barber, May, Randall and Williams. Nay votes: none. Motion carried.

5. Personal Appearance – Limited to three Minutes

None

Discussion: None.

Action taken: None.

6. Consideration and Possible Action on Approving Myers Engineering Invoice (75% Complete).

Discussion: Chairman asked what the invoice was for. Jamie said it was for the big project not the caustic soda. We've had no updates since the last meeting.

Action taken: Mr. Barber made the motion to Approve Myers Engineering Invoice (75%) Complete. Seconded by Mr. May. Aye votes: Barber, May, Randall and Williams. Nay votes: none. Motion carried.

Wyatt Secor arrived at 7:04 pm

7. Consideration of and Possible Action on Replacing Master Meters.

Discussion: Chairman asked Rocky to explain. Rocky said they would like to replace the master meters with the new electronic ones that will go with the new system. Mr. May said that it wouldn't make sense to replace with what we currently have then have to replace again once the system is converted. Rocky said there is 4 total (2 – Graham, 1- Carson, 1 – Tiger Mountain). David said we won't be able to read them electronically until the new system is installed. They will read manually. The meters can store the data for 90 days though.

Action taken: Mr. May made the motion to approve replacing the master meters with the new electronic master meters to match the system we're converting to. Seconded by Mr. Secor. Aye votes: Secor, Barber, May, Randall and Williams. Nay votes: none. Motion carried.

8. Consideration of and Possible Action on Illegal Hook-up by Enerfin Resources in Dustin on Account #484 Voluntary Forfeited on 10/13/14.

Discussion: Chairman asked for details & when the memberships were forfeited by Enerfin. Jamie stated in 2014. David said both memberships were forfeited. David & Rocky found the lock cut off & they jumped it in. They have pictures of our connection laying in the meter box. Chairman asked if we could fine them and wanted to know if Kelly Brown at ORWA would know. Mr. May said we would have to report them to the sheriffs for stealing water & we know how well that goes. Mr. May said to write up an estimated bill since the date it was forfeited. They would also have to pay a new membership fee of \$5000.00 in addition to the estimated bill before they could get water. Rocky said it had been on

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for a while it was rusted. The Enerfin worker that they talked to said he didn't do it. That a previous worker must've done it.

Action taken: Mr. May made a motion to have Jamie, Rocky & David take care of estimating the bill for Enerfin's illegal connection. Seconded by Mr. Secor. Aye votes: Secor, Barber, May, Randall and Williams. Nay votes: none. Motion carried.

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

Discussion: Chairman asked which project this was. David said it was the on by the wellhouse. Mr. May said they are trying to expand the right of way. Rocky said they were wanting to move the fence 15 feet. Chairman asked what it's going to take and wants us to call to have someone come out to show the guys in person what they want us to do.

Action taken: Mr. May made a motion to have Rocky & David meet with ODOT in person and report at our next meeting. Seconded by Mr. Secor. Aye votes: Secor, Barber, May, Randall and Williams. Nay votes: none. Motion carried.

10. Consideration of and Possible Action on Opening & Accepting Sealed Bids for Surplus Items.

Discussion: Chairman opened the only bid we received for the lawn mower for \$125.

Action taken: Mr. May made the motion to accept the \$125 bid for the lawn mower. Seconded by Mr. Randall. Aye votes: Secor, Barber, May, Randall and Williams. Nay votes: none. Motion carried.

11. Executive Session: Consideration of and Possible Action on Raising Jamie Long & Rhonda Roberts Hourly Rate

Mr. Secor made a motion to go into Executive Session at 7:23 pm. Seconded by Mr. Barber. Aye votes: Secor, Barber, May, Randall and Williams. Nay votes: none. Motion carried.

(Mr. Secor left Executive Session at 7:30pm because he wasn't feeling well.)

Mr. May made a motion to go back in regular meeting at 8:07 pm. Seconded by Mr. Barber. Aye votes: Barber, May, Randall and Williams. Nay votes: none. Motion carried.

Action taken: Mr. May made the motion to raise Jamie & Rhonda's pay to be the same as Rocky & David's pay. Motion failed due to no votes.

Action taken: Mr. Randall made a motion to give Rhonda & Jamie a \$8.00 an hour raise effective the current pay period. Seconded by Mr. Barber. Aye votes: Barber and Randall. Nay votes: May. Chairman sustained. Motion carried.

12. Consideration of and Possible Action on Bereavement Donation to Rhonda Roberts.

Discussion: Mr. May asked what we did for Scott Gillins family. Jamie stated \$1500.00. Mr. Randall said we need to give at least that amount.

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Action taken: Mr. Randall made the motion to pay Rhonda Roberts a \$1500.00 Bereavement Donation. Seconded by Mr. May. Aye votes: Barber, May, Randall and Williams. Nay votes: none. Motion carried.

13. Consideration of and Possible Action on Rhonda Roberts Request for Additional Funeral Leave with Pay.

Discussion: Mr. May asked how much time she has left. Jamie said she will be out of time this week. She'd like to take off until the 22nd. David offered to give her some of his time to use. Mr. May doesn't have a problem with giving her more time.

Action taken: Mr. May made the motion to pay Rhonda whatever funeral time she will be short until she returns on the 22nd. Seconded by Mr. Barber. Aye votes: Barber, May, and Randall. Chairman sustained. Nay votes: none. Motion carried.

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

Discussion: Chairman asked if we had any applications. David said we haven't gotten any applications. Mr. May voiced his concern about why we are hiring a third person. Chairman states that it was already approved in a previous meeting to hire the third operator. Rocky wanted them to understand that to make sure everything is done correctly and on time their needs to be an extra operator. Also to do all the upgrades on the system they will need the 3rd operator including on weekend rotation.

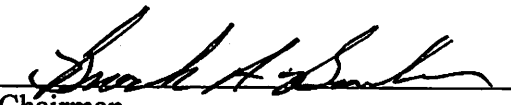
Action taken: Mr. Barber made the motion to table reviewing applications for the operator position until the next meeting. Seconded by Mr. Randall. Aye votes: Barber, May, Randall and Williams. Nay votes: none. Motion carried.


15. New Business

Discussion:

16. Adjournment

Action Taken: Mr. Randall made a motion to adjourn the meeting at 8:20 p.m.; seconded by Mr. Barber; Aye votes; Barber, May, Randall and Williams. Nay votes: none. Motion carried.

Vice 
Chairman


Secretary/Treasurer