

**Minutes of the Regular Monthly Meeting
Of
Rural Water District No. 5 Mayes County**

Date: January 10, 2022

1. Chairman Gene Miller called the meeting to order at 7:55 p.m.
2. Charles Bowlin led in prayer and pledge to the flag of the United States of America.
3. Charles Bowlin made a motion to retain current officer positions. Blake Peper seconded the motion and the board approved it unanimously.
4. Attending the meeting were Board Members: Gene Miller, Terrell Hamill, Charles Bowlin, Jim Armontrout, Blake Peper, and E. J. Snider; Employees: Terri Holt and Seth Hughes
5. Jim Armontrout made a motion to approve the minutes of December 14, 2021, regular meeting as presented. Blake Peper seconded the motion and the Board approved unanimously.
6. The Board considered and discussed the request from Lance and Brian Evans to extend the district line ¼ mile North of White Oak water tower. Charles Bowlin made a motion to approve. Jim Armontrout seconded the motion and the Board approved unanimously.
7. The Board discussed and considered discontinuing the use of Cintas and setting a jean allowance for the Operators. Charles Bowlin made the motion to approve the allowance in the amount of \$300.00 per year. Jim Armontrout seconded the motion and the board approved it unanimously.
8. The Board discussed and considered the OWRA Assurance Group 2022 Insurance Renewal. Blake made a motion to accept ORWA Assurance Group for 2022. E.J. Snider seconded the motion and the board approved it unanimously.
9. Discuss and sign the appointment of a new representative or reappointment of Charles Bowlin. Blake Peper made a motion to accept Charles Bowlin for Grand Gateway Board of Directors for 2022. E.J. Snider seconded the motion and the board approved it unanimously.
10. Discuss and Consider the districts purchasing the Diamond Mapping System. The board agreed to table the discussion until next meeting to collect more information.
11. Discuss & Consider the service request to the property on the NW corner of Old Airport Rd and N433. The board agreed to table the discussion until next meeting to collect more information. Caleb will get with Luis for Hydrology Model Analysis. District office will find out who made the request. Terri or Carol will find out boundary issue process from the attorney.
12. The Board discussed employment issues. Charles Bowlin made a motion to terminate Josh Hannon. E.J. Snider seconded the motion and the board agreed unanimously. Blake Peper made a motion to accept Rudy Rudd's resignation of employment. Terrell Hamill seconded the motion and the board agreed unanimously.
13. Executive Session - None

14. Unforeseen Old Business: None
15. Unforeseen New Business: Blake Peper made a motion to give Seth Hughes a raise in the amount of \$1.00 an hour effective 1/10/2022. Jim Armontrout seconded the motion and the board agreed unanimously.

Office reports

16. Office Manager and clerk presented printed reports of Water loss, Aging and Monthly Report items A. through H. for Board approval.

A. Accounts Payable and Payroll Claims and Checks

B. Monthly Financial Reports

C. New Membership

1. #1679 Anthony & Christy Montilepre – 1835 N 437 RD, Pryor \$1,500.00 Construction Tap

D. Transfers

- | | |
|--|-----------------------------|
| 1. ##1435 Donald Kinzer – 25725 E 307 PL, Big Cabin | To: Jackie & Elora Swafford |
| 2. #1153 Marty Poppino – 2084 W 450 RD, Pryor (Cowboy Rigs) | To: Dalton Marlin |
| 3. #1599 Bruce Yoder – 3530 N 435 RD, Pryor | To: Bethany Burns |
| 4. #343 Gene Miller – Pasture .50mi S of 450 on N 437, Pryor | To: Paul Miller |
| 5. #389 Tye & Kaylynn Motter – 7192 W 395 RD, Adair | To: Clifton Weathers |

E. Deferred Payment Plan Request:

1. N/A

F. Locked Meters for 90 day forfeiture letters:

1. N/A

G. Request for Service Discontinuance:

1. N/A

H. Approve and sign Agenda

I. Sign 941 Quarterly Report

Charles Bowlin made a motion to approve Office Report Items A – I as presented. Terri updated Board with monthly activities. Jim Armontrout seconded the motion and the Board approved unanimously.

Operators Reports

17. Seth Hughes reported:
 - Crews working hard and doing well.
 - Water Loss at 43.1%

- Presentation of Open Work Order Reports.
- Discuss maintenance & repairs and any issues needing attention.
- Discussed getting a dumpster at the shop.
- Discussed the fence around the shop and how it isn't needed.

18. The Board considered the next regular meeting at the District office February 08, 2022, at 4:00 p.m. No change required.
19. Jim Armontrout made a motion to adjourn the meeting. The motion was seconded by Blake Peper and approved unanimously by the Board. The meeting adjourned at 09:33 p.m.



Curt Stutzman, Secretary