

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

Date: March 08, 2022

1. Chairman Gene Miller called the meeting to order at 4:00 p.m.
2. Gene Miller led in prayer and pledge to the flag of the United States of America.
3. Attending the meeting were Board Members: Gene Miller, Curt Stutzman, Terrell Hamill, Charles Bowlin, Jim Armontrout, Blake Peper, and E. J. Snider; Employees: Terri Holt, Lisa Johnson, Caleb Green, Seth Hughes, Trenton Holt, and Matthew Dennis; and guest: Kyle Sewell.
4. Jim Armontrout made a motion to approve the minutes of March 08, 2022, regular meeting as presented. Blake Peper seconded the motion and the Board approved unanimously.
5. The Board was prepared to listen to the concerns from property owners Tim and Tammy Pride, but they didn't show up to the meeting.
6. The Board discussed and considered the joint offer with the city of Pryor to get the waterline installed to the property on the Northwest corner of Old Airport Rd. Jim Armontrout made the motion to pursue acquisition of the 160 Acres on the Northwest side of N433 RD and W470 RD, and the 160 Acres on the East side of N433RD and W 470 RD for our district. Curt Stutzman seconded the motion and the board approved it unanimously.
7. The Board discussed and considered the proposed Waterline Relocation Agreement with ODOT regarding the Highway 28 Waterline Relocation Project, STP-249C(068)UT, JP 28891(06). Jim Armontrout made a motion to sign the Form 324A. As far as the 305 Agreement, made a motion to upsize a 1 mile section to a 6" instead of a 4". Bartlett and West will revise agreement. Blake Peper seconded the motion and the board approved it unanimously.
8. The board discussed and considered updating the computer towers in the office and shop. Blake Peper made a motion to approve the upgrade. Jim Armontrout seconded the motion and the board approved it unanimously.
9. Discuss and consider the replacing desk chairs for the office. Jim Armontrout made a motion to approve the purchase. E.J. Snider seconded the motion and the board approved it unanimously.
10. The board discussed & considered raising the limit for the WEX Fuel Card due to the rise in fuel cost. E.J. Snider made a motion to approve raising the limit. Blake Peper seconded the motion and the board approved it unanimously.
11. The board discussed and considered approving the Pay Requisitions for Bates Infrastructure for the Trec'e' Line Extension. Jim Armontrout made a motion to approve the Pay Requisitions for Bates Infrastructure. Charles Bowlin seconded the motion and the board agreed unanimously.

12. The board discussed Seth, Trenton, and Matthew passing their Water Operator license. Charles Bowlin made a motion to give all 3 operators a \$1.00 raise effective next pay period. Jim Armontrout seconded the motion and the board agreed unanimously.
13. Executive Session: Charles Bowlin made a motion to go into executive session at 5:45 p.m. E.J. Snider seconded the motion and the board agreed unanimously. The board came out of executive session at 6:22 p.m.
14. Old Business: NA
15. New Business: Charles Bowlin made a motion to send a letter to Bates Infrastructure to inform them of days missed on good weather days will not be accepted as bad weather days. Blake Peper seconded the motion and the board agreed unanimously.

Office reports

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

A. Accounts Payable and Payroll Claims and Checks

B. Monthly Financial Reports

C. New Membership

1. #1000 Terry & Larry Goodson – 26535 E 295 RD, Big Cabin	\$1,500.00
2. #1681 Joshua Bavidó – 1855 N 437 RD, Pryor	\$1,500.00
3. #1683 David & Savannah Ellison – 2719 E 455 RD, Pryor	\$1,500.00 Cherokee Nation
4. #1684 Charles & Jodi Keith – 26700 E 300 RD, Big Cabin	\$1,500.00 Cherokee Nation
5. #1685 Dwin Thompson – 9282 N 427 RD, Chelsea	\$1,500.00
6. #1686 Clayton Homes – Lot 10, Block 2, Hawks Ranch Estates	\$1,500.00+ \$1,000.00 Surcharge
7. #1687 Todd Trickey – ¼ Mile S of E300 on S4240, Chelsea	\$1,500.00
8. #1688 Lance Evans – N of E 270 RD on S 4310 RD, Chelsea	\$1,500.00
9. #1689 Clayton Homes – Lot 5, Block 2, Hawks Ranch Estates	\$1,500.00 + 1,000.00 Surcharge
10. #1690 Justin & Lori Sparks – 266 Lori Lane, Pryor	\$1,500.00 Cherokee Nation

D. Transfers

1. #365 Michael & Patricia Philpott – 260 E 498 CIR, Pryor	To: Howard & Linda Otto
2. #780 James Xiong – 7070 S 7240 RD, Chelsea	To: Kevin & Lindsey Adolphson
3. #782 Joe & Lois Bowers – 24943 E 335 RD, Chelsea	To: Sean & Kim Donelson
4. #72 Mark Fields – 6442 N 435 RD, Adair	To: Susan Yoder
5. #366 Michael Jensen – 534 E 498 CIR, Pryor	To: Melissa Kennison
6. #415 Vickye Morris Madewell – Pasture tap HWY 66, Chelsea	To: Louis Gardner
7. #549 Vickye Morris Madewell – Pasture tap HWY 66, Chelsea	To: Louis Gardner
8. #584 Vickye Morris Madewell – 431254 E HWY 66, Chelsea	To: Louis Gardner
9. #1497 Vickye Morris Madewell – Pasture tap HWY 66, Chelsea	To: Louis Gardner
10. #97 David Chidester – 111 Old HWY 20E, Pryor	To: Laura Roberts

E. Deferred Payment Plan Request:

1. #767 Steve & Lynore Rudd – Leak bakance now \$509.30

F. Locked Meters for 90 day forfeiture letters:

1. #975 Patricia Tatum
2. #1102 Dustin Stewart

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.

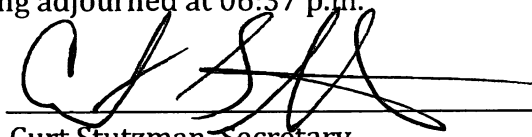
Operators Reports

Caleb Green reported:

- Crews working hard and doing well.
- Water Loss at 44.7%
- 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.

The Board considered the next regular meeting at the District office May 10, 2022, at 4:00 p.m. No change required.

Blake Peper made a motion to adjourn the meeting. The motion was seconded by Jim Armontrout and approved unanimously by the Board. The meeting adjourned at 06:37 p.m.


Curt Stutzman, Secretary