

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

Date: September 10, 2019

1. Chairman Gene Miller called the meeting to order at 4:08 p.m.
2. E. J. Snider led in a prayer and the Salute to the Flag of the United States of America.
3. Board Members in attendance were Gene Miller, Curt Stutzman, Terrell Hamill, Charles Bowlin, Jim Armontrout, Blake Peper and E. J. Snider Employees in attendance were Carol Maddoux, Lisa Johnson, Caleb Green, Rudy Rudd, and Tyler Lee.
4. Charles Bowlin made a motion to approve the minutes of the August 13, 2019 regular meeting. Jim Armontrout seconded the motion and the Board voted unanimously to approve it.
5. No Unforeseen Old Business
6. Unforeseen New Business: In lieu of the usual Board and Staff Christmas dinner a cook out was planned at the office on October 1, 2019 at 6:30p.m.
7. New Business: The Board was set to discuss issues with the bedding material on Project 2 -12 water line on Carbide. Proposed change order#3 for unused bedding material and final pay request, but due to unforeseen circumstances no one from Jerry's Excavation was in attendance. Charles Bowlin made a motion to invite Jerry's Excavation to the next regular meeting October 8, 2019. Jim Armontrout seconded the motion and the Board voted unanimously to approve it.
8. The Board noted the sale of the District's 2007 CAT model 303C CCR for \$16,500 to an individual from Arkansas.
9. The Board discussed purchasing a new CAT 304E2 CR Mini hydraulic excavator with swing boom and thumb, hydraulic, 3T, for \$47,322.77 and a new CAT 249D Compact track loader for \$41,890.00 the combined total price is \$89,212.77. Terrell Hamill made a motion to purchase both pieces of equipment using the funds from the sale of the 2007 excavator and remaining loan funds in the bank from the current Bank of Commerce loan. If additional funds are needed the Bank of Commerce has agreed to loan them to the District. Charles Bowlin seconded the motion and the Board voted unanimously to approve it.
10. The Board considered a line extension along N4260 between W370 and W37.5 in Chelsea, for Don and Mary Morgan with 1 tap to be set on their property and 1 available for the 20 acres to the north that has given easement for the line extension.

Charles Bowlin made a motion to approve the line extension. Blake Peper seconded the motion and the Board approved unanimously.

11. The Board considered the Fiscal Year End 9/30/2019 and E.J. Snider made a motion to engage Hood and Associates to audit the District's finances. Charles Bowlin seconded the motion and the Board voted unanimously to approve it

12. The Board considered employee policies for Retirement plan salary reduction policy with employee changes to contributions such as amount and resuming after terminating allowable yearly and continued District match of salary deferred contributions up to 3%. No change yearly and 3%. The Board discussed and considered the Oklahoma Medical Marijuana Act (OMMA) in the workplace. They reviewed a letter from the attorney for the Rural Water Association and his recommendations. Jim Armontrout made a motion to declare that all Rural Water District 5 Mayes County jobs are Safety Sensitive and to contact the Attorney for the District, Steve Harris to review and update the District's Employee manual to include the recommendations regarding OMMA. Terrell Hamill seconded the motion and the Board voted unanimously to approve it.

13. No executive session was considered.

14. Office Manager Carol Maddoux provided an update of the District's office activities. She and Clerk Lisa Johnson presented the following reports.

- Mapping, meter reading, and webpage are up to date
- The water loss for month of August 2019 was 42.7%
- Lock day was September 4, 2019 and 14 meters were locked for nonpayment. 4 customers paid same day reconnect fee and 7 paid next day fee, 3 customer remains locked.
- Reported the garage door on south of front building is scheduled for replacement latter part of next week.

A. Presented for approval and signature Accounts Payable Claims and Checks, and Payroll Claims for Direct Deposit.

B. Presented for approval and signature Monthly Financial Reports for August 2019.

C. New Membership

1. #1620 Elite Fabricators 49 N 435 Rd Pryor paid \$2,250 (1 inch meter)
2. #951 Don & Mary Morgan N4260 Rd .25 S of W370 paid \$1,500 Construction tap

D. Presented for approval and signature the following membership transfers

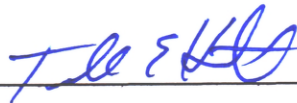
1. #280 Duane Brown – 8100 S 4270 RD, Chelsea (dairy barn) To: Eli Spence
2. #1280 Duane Brown – 8100 S 4270 RD, Chelsea To: Eli Spence
3. #300 David Ellison – 4490 N 438 RD, Pryor To: Chris Heidling
4. #757 Tammy True – 2290 E 470 RD, Pryor To: Dennis True
5. #1472 Cody & Hannah Dill - 23603 E 310 RD Chelsea To: Bill & Gara Huston

6. #1041 Ample Roofing, Jones – 24612 E Hwy 66, Chelsea To: Helen & Joe Vang
7. #1609 Brett Fleak, Fleak Construction – 344 E 498 Cir, Pryor To: Drake Clark

- E. Request for deferred pay plan from #920 Judith L. Wilson
- F. No request to discontinue service
- G. Presented for approval and authorization to send by Certified mail 90day forfeiture notices to following Locked Meters ;
  1. #456 E J Bertolotto-NW corner of 429&270, Vinita
  2. #725 Juanita Wilson-24579 E 335 Rd Chelsea
- H. No tax reports until next month
- I. Approve and sign Agenda as presented.

Charles Bowlin made a motion and Jim Armontrout seconded it, to approve the Items A through I: as presented. The Board approved it unanimously.

15. Water System Operators: Caleb Green, Rudy Rudd and Tyler Lee
  - Presented Work order reports open and completed Work Orders since the last meeting.
  - They discussed leaks and monthly operations.
  - Reported Chelsea pump failing and will replace it quote from S&D \$2,653.50 for new one. Board confirmed must replace it.
16. The Board considered the next meeting dates of October 08, 2019 at 4:00 p.m., no change.
17. A motion to adjourn the meeting was made by Jim Armontrout, seconded by Blake Peper and approve unanimously by the Board. The meeting adjourned at 5:47 p.m.



Curt Stutzman, Secretary

*In Absence of Curt Stutzman*