

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

Date: October 12, 2021

Chairman Gene Miller called the meeting to order at 4:05 p.m.

Gene Miller led in prayer and pledge to the flag of the United States of America.

Attending the meeting were Board Members: Gene Miller, Curt Stutzman, Terrell Hamill, Charles Bowlin, Jim Armontrout, Blake Peper, and E. J. Snider; Employees: Carol Maddoux, Lisa Johnson, Caleb Green; Guest: Amy Gwartney.

Jim Armontrout made a motion to approve the minutes of September 14, 2021, regular meeting as presented. Charles Bowlin seconded the motion and the Board approved unanimously.

Old Business: Sydney Schmidt, Jeremy Blaylock, & Justin Friesen were on the agenda to discuss their plans for the west side of N433 between W460 and W470. They did not show up for the meeting. Business was tabled.

Old Business: The Board discussed the bids on the Trece job. Charles Bowlin made motion to approve the low bidder "Bates Infrastructure" pending the release by the State of the extra \$115,400.00 grant increase to cover the economic increase in cost. The funds have been approved by Mayes County Commissioners and are in the process of being submitted to the State. Jim Armontrout seconded the motion and the Board approved it unanimously.

The Board considered and discussed with Amy Gwartney the explanation of testing and medical cards for current/future employees. Amy Gwartney explained to the board the current marijuana laws and Unity Bill in OK. She supplied a case study for marijuana and the workplace. She recommended looking at our policy and updating it as the board sees fit. The Unity Bill allows water utilities to classify employees as safety sensitive. She recommended a consistent testing policy. She provided a reasonable suspicion checklist.

Discuss and Approve the Audit Engagement Letter from Hood & Associates CPAs, PC. Charles Bowlin made a motion to approve the Audit Engagement Letter from Hood & Associates CPAs, PC. Curt Stutzman seconded the motion and the board approved it unanimously.

Discuss Employee dinner. Board agreed on November 12<sup>th</sup> or 13<sup>th</sup>, 2021 at 5:00 or 6:00PM at either Mid American Grill or JL's BBQ for 25 to 28 people.

Executive Session if Necessary: N/A

Discuss potential future projects and applying for FY-2022 Reap Grant and COVID Relief Infrastructure money. Jim Armontrout made a motion to approve a resolution applying for the 2022 REAP Grant for upgrading from 3" to 6" from the Bowlin Tower for ¾ of a mile east to S4280 RD. Blake Peper seconded the motion and the board approved it unanimously.

Unforeseen Old Business: None

Unforeseen New Business: None

### 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. #1675 Schelby Dallis – 571 E 480 RD, Pryor \$1,500.00 Construction Tap

D. Transfers

1. #749 Patricia Standefer – 502 W 460 RD, Pryor To: Jonathan Scheffel
2. #768 Roy Koehn – 4135 N HWY 69, Pryor To: Kenneth McCullin
3. #757 Dennis True – 2290 E 470 RD, Pryor To: Cheyenne Trent
4. #1638 Cheyenne Trent – 2290 E 470 RD, Pryor To: Tammy True
5. #1157 David & Dawn Petty – 426144 E 260 RD, Chelsea To: John & Deanna Kappers

E. Deferred Payment Plan Request:

1. #310 Bradley Smith – Leak Bill of \$254.48

F. Request for Service Discontinuance:

1. #1438 Ted Atchley – 26497 E 295 RD, Big Cabin

G. Locked Meters for 90 day forfeiture letters:

1. #765 William Gilpin – 1196 N 437 RD, Pryor
2. #456 E J Bertolotto – NW corner of 429 & E 270, Chelsesa

H. Approve and sign Agenda

I. Approve and sign 941 2021 3rd Quarter tax withholding report

Charles Bowlin made a motion to approve Office Report Items A – I as presented. Carol updated Board with monthly activities. Randy Clark with ORWA Safety gave presentation to employees. Insurance paid for lightening damage on White Oak tower equipment. Jim Armontrout seconded the motion and the Board approved unanimously.

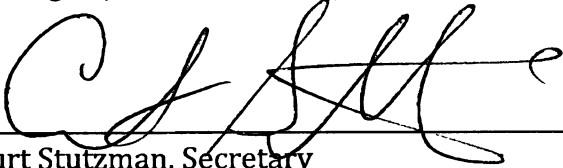
### Operators Reports

Caleb Green reported:

- Monthly updates of districts operators
- Request for 2" meter & fire hydrant near White Oak
- Big leak in Chelsea @ 310 & 4280 RD
- Crews working hard and doing well.
- Water Loss down to 32.8%

The Board considered the next regular meeting at the District office November 09, 2021, at 4:00 p.m.  
No change required.

Jim Armontrout made a motion to adjourn the meeting. The motion was seconded by Charles Bowlin  
and approved unanimously by the Board. The meeting adjourned at 6:00 p.m.



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Curt Stutzman, Secretary