

**NOTICE OF MEETING AND AGENDA OF THE BOARD OF DIRECTORS
OF
RURAL WATER DISTRICT NO. 5 MAYES COUNTY, OKLAHOMA**

Pursuant to the Oklahoma Open Meeting Act Title 25 Oklahoma Statutes, Section 303, notice is hereby given that the Board of Directors of Rural Water District No. 5, Mayes County, will hold the regular meeting as follows:

DATE: Tuesday, October 8, 2024 @ 4:00pm
LOCATION: District Office

AGENDA

1. Call to Order.
2. Invocation and Pledge of Allegiance to the USA Flag.
3. Record Attendees:
4. Approve of the Minutes of the September 10, 2024 Regular meeting.
5. Customer Ben Bertram would like to discuss possible line extension approximately 500ft south of tap#1177 to their property line for a house meter.
6. Donna and Michael Field would like to discuss getting a tap at 2852 S 4290 RD, Big Cabin.
7. 6 Months review and possible raise for Zachary Phillips.
8. Discuss and sign Audit Engagement Letter.
9. Discuss issues with Polypipe.
10. Approve and sign Mayes Co ARPA Request for Funds #7.
11. Discuss and sign ODOT Claim #1 for Project 28891(06) HWY 66 Chelsea.
12. Executive Session:
13. Unforeseen Old Business:
14. Unforeseen New Business:

REPORTS AND REGULAR MONTHLY BUSINESS ITEMS

15. Reports from Office Manager:
 - Mapping - Meter Readings - Web page-
 - Printed Report; Water Customers Aging Report, Printed Reports of the District Monthly financial activity, including Accounts Receivable, Accounts Payable, Payroll, Insurance. The following items presented for Board consideration and approval.

CONSIDER, DISCUSS AND TAKE ACTION TO APPROVING THE FOLLOWING ITEMS AS PRESENTED:

- A. Accounts Payable and Payroll Claims and Checks
- B. Approve and sign Monthly Financial Reports
- C. New Membership applications
- D. Transfer of Memberships
- E. Request for Deferred Pay Plan
- F. 90 Day Forfeiture Notices
- G. Requests to Discontinue Service
- H. Approve and sign Agenda
- I. 941 Form

16. Reports from System Manager:
 - Presentation of Daily Log Book
 - Presentation of Completed and Open Work Order Reports
 - Discuss maintenance and repairs and any issues needing attention
 - Discuss any current or upcoming construction projects

17. Consider the next regular meeting at the District Office on Tuesday, November 12, 2024 at 4:00 p.m.

18. Motion and Vote to adjourn.



Gene Miller, Chairman

Posted by Christy Kimbro at 4:00 p.m. October 4, 2024 in the east window of the District office.

WITH THE EXCEPTION OF ITEM I THE BOARD RESERVES THE RIGHT TO TAKE UP ANY AGENDA ITEM IN ANY ORDER REGARDLESS OF HOW ITEMS ARE LISTED. THIS IS AN OPEN, PUBLIC MEETING HELD IN ACCORDANCE WITH THE OPEN MEETING LAWS OF THE STATE OF OKLAHOMA. THE PURPOSE OF THIS MEETING IS TO CONDUCT THE BUSINESS OF THE DISTRICT. AS THE ELECTED REPRESENTATIVES OF THE DISTRICT'S PATRONS, THE BOARD MEMBERS WILL BE MAKING DECISIONS CONCERNING THE OPERATION OF THE DISTRICT.

NOTE: DURING ANY PROPERLY SCHEDULED OPEN MEETING THE BOARD MAY DISCUSS, MAKE MOTIONS, VOTE TO APPROVE OR DISAPPROVE, VOTE TO TABLE, ADOPT, REJECT, REAFFIRM, RESCIND, OR TAKE NO ACTION ON ANY AGENDA MATTER AND VOTE TO CONVENE IN EXECUTIVE SESSION WHEN APPROPRIATE.

Persons wishing to be added to the agenda to address the Board for consideration of a matter must present their request to the District's office by 32 hours before a regular or 56 hours before a special meeting date (excluding weekends) in order to be put on the Agenda. Any person not listed on the agenda may at Board discretion be allowed to speak for a limited time.