

Minutes of the Regular Monthly Meeting
Of
Mayes County Rural Water District No. 5
Date: November 10, 2020

Chairman Gene Miller called the meeting to order at 4:00 p.m.

Charles Bowlin led in prayer and pledge to the flag of the United States of America.

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

Jim Armontrout made a motion to approve the minutes of October 13, 2020, regular meeting as presented. Charles Bowlin seconded the motion and the Board approved unanimously.

No Unforeseen Old Business

No Unforeseen New Business:

Kyle Arnold presented a request for a line extension for Ahnee Moua on E250 Rd between S4260 and S4270 in Craig County. The Board after discussing with Caleb determined there is adequate water to supply the proposed extension and one meter. They explained the requirements to Mr. Arnold and he agreed he will build the line to the District specs and the District operators will inspect it before it is covered.

Blake Peper made a motion to sign an audit engagement letter from Hood and Associates to audit the District's finances for FYE 9/30/2020. The Auditor scheduled to begin on November 17, 2020. Terrell Hamill seconded the motion and the Board approved it unanimously.

The Board discussed and considered required letters of commitment for CDBG Grant, Insurance coverage, fund match of \$50,000, and Cooperation Agreement between the District and Mayes County Commissioners, for Trécé Incorporated. Jim Armontrout made a motion to approve and sign the required CDBG grant letters. Blake Peper seconded the motion and the Board approved unanimously.

The Board considered a quote from King Excavation to construct approximately 1200 feet of 2 inch line in Hawkes Ranch Estates. The Board requested that King Excavation revise the quote to reflect the use of PVC pipe instead of poly. They instructed Caleb to determine if the District operators will construct the line time permitting or have King Excavation construct it.

The Board discussed and considered the following resolution

The Board Resolves this 10th day of November , 2020, that lots 3,4,9,10 in Block 1 and 1,2,3,4,5,6, 8,9, 10, 11 in Block 2, of Hawkes Ranch Estates located in the NE/4 of S1, T21N, R19E in Mayes County, are subject to a onetime non refundable special surcharge of \$1,000 each, in addition to the current benefit unit fee.

Terrell Hamill made a motion to approve the resolution. Charles Bowlin seconded the motion and the Board approved unanimously.

The Board discussed the yearly Board and Employee dinner. This item was tabled until the Covid-19 outbreak subsides.

Office reports

Carol Maddoux reported:

- Jacob Crandle is scheduled to begin installation of dusk to dawn security lighting on the outside of the buildings on November 17th.
- The laws and requirement to pay employees who have to take off work for Covid-19 pandemic related circumstances was discussed.
- Ordered from Cintas 25 T shirts with District Name for employees total approximately \$360 for all 25.
- Presented printed items A. through H. monthly reports from the Clerk and Office Manager.

A. Accounts Payable and Payroll Claims and Checks

B. Monthly Financial Reports

C. New Membership Membership

Fee Paid

- | | |
|---|--------------------------------|
| 1. #1649 Trevor & Kaitlyn Hall – 11125 N 4305 RD, Adair | \$1,500.00 Construction Letter |
| 2. #1650 Kaying K. Her – 1305 S 4305 RD, Big Cabin | \$1,500.00 Construction Letter |
| 3. #1651 Blair & Sheryl Stuart – 7205 N 434 RD, Adair | \$1,500.00 Agricultural Letter |
| 4. #1652 Seth & Jenny Line – 2334 N 434 RD, Pryor | \$1,500.00 Construction Letter |
| 5. #1653 Matthew Penderson – 2500 N 434 RD, Pryor | \$1,500.00 Construction Letter |

D. Transfers

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| 1. #1250 Tom & LaQuotta Haner – 1501 S 4280 RD Unit A, Chelsea | To: John & Yer Lor |
| 2. #197 Cody Yoder – 3626 N 436 RD, Pryor | To: Kong Vang |
| 3. #1587 William & Donna Brassfield – 3655 S 4280 RD, Chelsea | To: James & Beverly Treadwell |
| 4. #1484 Lori Sparks – 16 Lori Lane, Pryor | To: Kimberly Thompson |
| 5. #1082 Darrel & Carolyn Jones – 25503 E 340 RD, Chelsea | To: Ronald & Grace Cassell |

E. Deferred Payment Plan Request

1. #197 Kong Vang – 3626 N 436 RD, Pryor

F. Request for Service Discontinuance

None

G. Locked Meters ;(Board needs to approve 90 day forfeit)

1. #178 Curtis True – 1192 N 437, Pryor
2. #765 Lynette Gilpin – 1196 N 437, Pryor
3. #1255 Dan McGonigal – 1/8 mi N of 360 on N 430 RD
4. #1526 Dustin Watkins – 8531 N 428 RD, Adair

H. Approve and sign Agenda

Charles Bowlin made a motion to approve Office Report Items A – H as presented. Jim Armontrout seconded the motion and the Board approved unanimously.

Operators Reports

Caleb Green reported:

Copy of printouts showing 28 open and 55 completed work orders.

The Board considered the next regular meeting date Tuesday, December 8, 2020, 4:00 p.m. at the District office. No change was 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 4:56 p.m.


Curt Stutzman, Secretary