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: Monday November 10, 2025 @ 4:00pm**
LOCATION: District Office

AGENDA

1. Call to Order.
2. Invocation and Pledge of Allegiance to the USA Flag.
3. Record Attendees:
4. Approval of the minutes of the October 14, 2025 regular meeting.
5. Mason with Trece would like to discuss why the hydrants have been shut off.
6. David Lunkwitz would like to discuss Retrofit Automation Invoice#RA-250805.
7. Damon Bowlin would like to discuss the purchase of fire hydrants for the Bowlin area.
8. Review and approve the new Bore Policy
9. Review and approve the new policy for past due accounts and large leak payment deferrals.
10. 6 months and possible raise for Caleb Green and Matthew Carathers.
11. $1.00 raise for Caleb Green for getting a Class C License.
12. Approve the Annual Meeting cards.
13. Review and approve the 2026 Board Meeting Schedule
14. Review and approve the 2026 Holiday Schedule.
15. Discuss and approve the Employee Christmas bonus.
16. Discuss annual Christmas dinner.
17. Discuss and sign the Audit Engagement Letter.
18. Approve and sign ODOT Claim#18 28891(06) HWY28.
19. Approve and sign ODOT Claim#19 28891(06) HWY 28
20. Executive Session:
21. Unforeseen Old Business:
22. Unforeseen New Business:

REPORTS AND REGULAR MONTHLY BUSINESS ITEMS

23. 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

24. 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

25. Consider the next Regular meeting at the District Office on Tuesday December 9, 2025 at 4:00 p.m.

26. Motion and Vote to adjourn.

Gene Miller

Gene Miller, Chairman

Posted by Christy Hopper at 4:00 p.m. November 6, 2025 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.