

**Minutes of the Regular Monthly Meeting  
Of  
Mayes County Rural Water District No. 5  
Date, March 12, 2019**

- I. Chairman Gene Miller called the meeting to order at 4:00 p.m.
- II. Board Member E. J. Snider led in prayer.
- III. Attending the meeting were; Board Members; Gene Miller, Curt Stutzman, Terrell Hamill, Charles Bowlin, E. J. Snider and Blake Peper. Employees Carol Maddoux, Lisa Johnson, Rudy Rudd, and Tyler Lee. Guests in attendance were Darren DeLozier and Amanda Griffin of Arvest Bank and Terrance Latta.
- IV. Charles Bowlin made a motion to approve the minutes of the February 11, 2019 regular meeting. Blake Peper seconded the motion and the Board approve unanimously..
- V. Unforeseen Old Business: None
- VI. Unforeseen New Business: None
- VII. The Board reviewed Engineer Louis Funk's opinion of the Keathley/Hill family request to extend the District line on N4300 Rd north of W380 Rd for one tap. The Board discussed the option of looping the line on 4300 from 380 to 370 for approximately 900feet total with the Board paying for part of the line plus the difference in price to upgrade from a 2 inch to a 4 inch line and the Keathley's paying for the part of the extension to the meter set. Looping the line should help the areas to the North where the District currently experiences occasional low pressure. The Keathley's and Mike Hill will be invited to the April 9, 2019 meeting to discuss this option.
- VIII. The Board reviewed Engineer Louis Funk's opinion of the request for a hydrant at Diamond Head Fire department. He stated NOT to set a hydrant as the existing 2 inch cannot supply enough water.
- IX. Terrance Latta meet with the Board to discuss his land locked property and request permission to extend the District line and to purchase a membership. His property is on the West side of N438

Road approximately 1200 feet South of E460 Road and slightly less than 1,000 feet West of N438 Road. The extension would run along his driveway Utility Right of Way Easement to the property. The Board approved the line extension according to District requirements which Mr. Latta was provide a list of.

- X. Darren DeLozier and Amanda Griffin of Arvest Bank presented options for e-payables, purchasing cards and commercial payment solutions. The Board instructed Carol and Lisa to research and see if any of the options presented are suitable for the District and report back to the Board.
- XI. Charles Bowlin mad a motion to choose Kellogg Engineering, Inc. to provide engineering and project management services for Water Line Relocation Project Mayes County, True Road Phase II, and J/P 31161 (04) and to authorize the Chairman to sign a letter stating so and send it to Mayes County Commissioner Matt Swift and to include with the letter Kellogg Engineering, Inc. cost not to exceed and Certification of Consultant. E. J. Snider seconded the motion and the Board approve unanimously.
- XII. The Board reviewed a request from Richard Haught and Eddie Peters for 4 to 6 water taps on 60 acres they are considering developing at the SE corner of E470 and N4370 rural of Pryor. The Board determined after assessing the recommendations of Engineer Louis Funk that at this time the District could likely only supply water for 1 tap at this location. Since the location is currently served by only a 2 inch water line the addition of 4 to 6 taps would not be sustainable unless and until a mile of at least a 4 inch supply line is built west to the tower.
- XIII. The Board considered a request from current member James Xiong on 4240 Road in Chelsea, to serve water to 4 to 5 storage tanks approximately \$20,000 gallons per month for 4- 30ft x 100ft chicken houses. The District has experience pressure problems in this area in the past. If the City of Chelsea is willing and able to supply the water he needs, the Board recommends he obtain service from them.
- XIV. The Board noted the surplus 2007 4W Drive truck had been sold since the last meeting for \$2,350 and the funds deposited into the Revenue account.
- XV. The Board noted that surplus metal had been sold for \$393 since the last meeting and the funds deposited into the Revenue account.

- XVI. The Board noted receipt of a letter from Grand Gateway denying the 2019 REAP Grant request that was submitted to increase the size of the District's line near the Bowlin Tower and replace leaking line East of the office on South side of Highway 28. There were 47 applications and only 21 grants awarded.
- XVII. The Board considered its current debt to income ratio and the requirement of a 1.25 covenant for the current loan at Oklahoma Water Resource Board. Terrell Hamill made a motion to increase all monthly minimums by \$5.00 effective on the April 2019 Water Statements due by May 16, 2019. Also to increase all Membership Fees by \$250 effective May 1, 2019. Blake Peper seconded the motion to increase the monthly minimums and the Membership Fees. The Board approve unanimously.
- XVIII. Carol reported Jim Glover has not sent the title or payment info, for the new 2019 Jeep Cherokee purchase on 1-16-2019 and the dealership has been contacted repeatedly regarding the matter. Blake Peper, Gene Miller and Carol will go to the dealership and pay the balance due of \$11,325.00 and cancel the loan.

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

- Mapping, meter reading, and webpage are up to date
  - The water loss as of 2/22/2019 was 52.0%
  - 13 meters were locked on March 6, 2019, 2 customers paid the same day reconnect fee and were unlocked the same day, 7 others paid and have been unlocked 4 remain locked.
- A. Accounts Payable and Payroll Claims and Checks
- B. Monthly Financial Reports
- C. New Memberships
1. #1172 Coldwell Banker, Mary Carter 24156 E Oak St. Chelsea, OK Paid \$1250.00
- D. Transfers
1. #837 Coy Davis, Jr.-2755 N 438Rd, Pryor To: Titus & Megan Unruh
- E. Deferred Payment Plan Request
1. #1005 Keith & Dena Sharp
- F. Request for Service Discontinuance

None

G. 90 day forfeit

1. #1014 Charles Sager-4865 S 4270 Rd Chelsea

H. Approve and sign Agenda

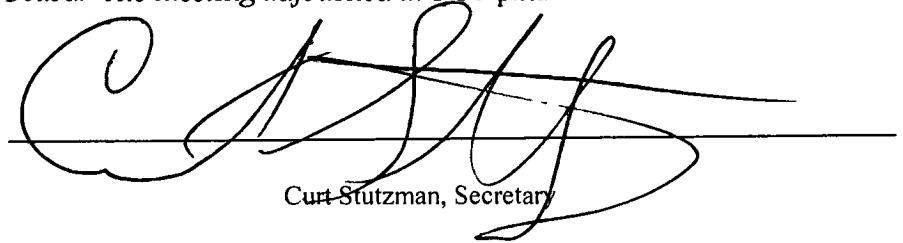
Charles Bowlin made a motion and Terrell Hamill seconded it, to approve the Items A. through H. The Board approved it unanimously.

XIX. Water System Operators; Rudy Rudd and Tyler Lee presented the following.

- A list of 19 open and 62 completed Work Orders since the last meeting.
- They discussed leaks that were repaired.

XX. Board considered the next meeting date of April 9, 2019. No changes required.

XXI. A motion to adjourn the meeting was made by E. J. Snider, seconded by Charles Bowlin and approve unanimously by the Board. The meeting adjourned at 5:50 p.m.



Curt Stutzman, Secretary