

**Bryan County Rural Water, Sewer and Solid Waste Management
District No. 2**

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MINUTES OF THE REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS, Bryan Co. Rural Water Dist. #2, which was held on **Monday, February 12, 2024** at 5:30 P.M. Notice and Agenda were recorded at the County Clerk's Office at 12:59 P.M. and posted on the front door of the Rural Water Office at 2:00 P.M. on February 8, 2024. (See Attach #1 for Recorded Notice & Agenda).

The meeting was called to order at 5:30 P.M. and roll was called. Those Present: Vice-Chairperson Mark Smith, Secretary John Hoefer, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Brett Butlan, Director Dustin Rudolf, Manager Regina Clinton, Field Superintendent Merle Pearce, Water Plant Superintendent, Mark Shelton and Assist. Reporter Brittany Harlin. Reporter Nancy Parry and Chairperson Jerry Lewis were both absent - excused.

Call for approval of the January 8, 2024, Minutes – Regular Meeting --- Minutes approved as mailed.

MANAGER'S REPORT (See Attach #2)

FIELD SUPERINTENDENT'S REPORT (See Attach #3)

PLANT SUPERINTENDENT'S REPORT (See Attach #4)

BUSINESS:

Update on status of Water Well #2: See Manager's Report.

Update on status of Garver Engineering and Water Treatment Plant Expansion Project:
No updates.

Consideration of and Take Possible Action regarding applying for a Drinking Water State Revolving Fund or Rural Development Loan for the remaining funds needed for the Choctaw/ARPA Project – Water Treatment Plant Expansion: Motion by Treasurer Henderson, 2nd by Director Rudolf, YES by Director Butlan, Secretary Hoefer, Assist. Sec-Treas Bourne and Vice-Chairperson Smith authorizing Manager Clinton to apply for loans and grants for the remaining funds needed for this project.

Consideration of and Take Possible Action regarding Garver Invoice #23WO2440-4 in the amount of \$69,775.00: Motion by Treasurer Henderson, 2nd by Secretary Hoefer, YES by Director Butlan, Director Rudolf, Assist. Sec-Treas Bourne and Vice-Chairperson Smith to pay invoice (See Attach #5).

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Consideration of and Take Possible Action regarding Subaward Agreement for Waterline Extension to Ft. Washita – Chickasaw Nation Project: Motion by Director Butlan, 2nd by Assist. Sec-Treas Bourne, YES by Treasurer Henderson, Secretary Hoefer, Director Rudolf and Vice-Chairperson Smith to send Subaward Agreement to the attorney and once he approves it, Manager Clinton is authorized to sign the Agreement.

Consideration of and Take Possible Action regarding replacing filter media in Treatment Plant #1: Plant Superintendent presented the Board with quotes from Haynes and Water tech. He recommended that we go with Haynes, because they have always been good to do business with. Motion made by Director Butlan, 2nd by Treasurer Henderson, YES by Assist. Sec-Treas Bourne, Secretary Hoefer, Director Rudolf and Vice-Chairperson Smith to approve recommendation (See Attach #6 & #7).

Consideration of and Take Possible Action regarding lifting moratorium on adding more subdivisions to the system: Item died due to lack of motion.

NEW BUSINESS (under the Open Meeting Act, this agenda item is authorized only for matters not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda)

Manager Clinton informed the Board that we need to appoint a delegate to represent the Rural Water #2 at the ORWA Annual Conference. She informed them that Field Superintendent Merle Pearce will be attending. Motion by Director Rudolf, 2nd by Treasurer Henderson, YES by Director Butlan, Secretary Hoefer, Assist. Sec-Treas Bourne and Vice-Chairperson Smith to appoint Merle Pearce.

After further review of the Engineering Report and Cost Estimate for the Choctaw/ARPA Project - Water Treatment Plant Expansion motion was made by Treasurer Henderson, 2nd by Director Butlan, YES by Assist. Sec-Treas Bourne, Secretary Hoefer, Director Rudolf and Vice-Chairperson Smith to appoint a committee consisting of Treasurer Henderson, Vice-Chairperson Smith and Secretary Hoefer and have them, along with Plant Superintendent Mark Shelton, Field Superintendent Merle Pearce and Manager Regina Clinton, schedule a meeting with Cole Niblett, Garver Engineering and Jason Henderson, 304 Technical to discuss the well field, plant expansion and a line-by-line itemized cost estimate.

OTHER BUSINESS:

Board approval of checks written in January: Motion made by Treasurer Henderson, 2nd by Director Rudolf, Yes by Secretary Hoefer, Assist. Sec-Treas Bourne, Director Butlan, and Vice-Chairperson Smith to approve checks written in January.

FINANCIAL REPORT – January (See Attach #8 thru #13)

ADJOURNMENT 6:30 PM

MARK SMITH, Vice-Chairperson

DUSTIN RUDOLF, Director

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Assist. Sec-Treasurer

BRETT BUTLAN, Director

Attach #1 Recorded Notice & Agenda
Attach #2 Manager's Report
Attach #3 Field Superintendent's Report
Attach #4 Plant Superintendent's Report
Attach #5 Garver Invoice
Attach #6 & #7 Quotes for Filter Media
Attach #8 thru #13 Financial Reports (January)