

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

9077 U.S. Hwy 70
P. O. Box 119
Mead, OK 73449-0119
Website: www.ruralwater2.com

Telephone (580) 924-8517
Fax (580) 931-3911
(TDD/TTY) - 711
Email: rwd2@totalnet.us

MINUTES OF THE REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS, Bryan Co. Rural Water Dist. #2, which was held on **Monday, January 9, 2023**, at 5:30 P.M. Notice and Agenda was recorded at the County Clerk's Office at 11:20 A.M. and posted on the front door of the Rural Water Office at 2:00 PM on January 5, 2023. (See Attach #1 for Recorded Notice & Agenda).

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

Call for approval of the December 12, 2022, 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:

Consideration of and Take Possible Action regarding letter sent to City of Durant City Manager pertaining to Water Purchase Contract and billing for sewer service for the City of Durant: Died for lack of action

Consideration of and Take Possible Action regarding expansion of Water Treatment Plant and line upgrade in order to serve Choctaw Casino contingent on EPA/Choctaw Nation Grant: No action taken

Consideration of and Take Possible Action regarding applying for loan for Treatment Plant Expansion – 5 MGD and other much needed improvements: Postponed

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Consideration of and Take Possible Action regarding pursuing more information from New Growth Group Grant Services: Motion made by Vice-Chairperson Smith, 2nd by Director Butlan, Yes by Secretary Hoefler, Treasurer Henderson, Assist Sec-Treas. Bourne and Chairperson Lewis to get more information on the New Growth Group Grant Service and look at some other grant services.

Consideration of and Take Possible Action regarding Change Order #6 in the amount of \$(26,516.20) – decreasing the project total for excess materials that were stored on site and deducted back off the project - Avery Construction - 2021 CDBG Project – Mockingbird Lane Water System Improvements: Motion made by Assist Sec-Treas Bourne, 2nd by Vice-Chairperson Smith, Yes by Secretary Hoefler, Treasurer Henderson, Director Butlan and Chairperson Lewis to approve Change Order #6 in the amount of \$(26,516.20).

Consideration of and Take Possible Action regarding Change Order #7 in the amount of \$(48,433.10) – decreasing the project total to zero out bid items that were not needed on the project - Avery Construction - 2021 CDBG Project – Mockingbird Lane Water System Improvements: Motion made by Treasurer Henderson, 2nd by Vice-Chairperson Smith, Yes by Secretary Hoefler, Assist Sec-Treas. Bourne, Director Butlan and Chairperson Lewis to approve Change Order #7 in the amount of \$(48,433.10).

Consideration of and Take Possible Action regarding Pay Application #8 in the amount of \$13,262.25 – Avery Construction - 2021 CDBG Project – Mockingbird Lane Water System Improvements: Motion made by Secretary Hoefler, 2nd by Vice-Chairperson Smith, Yes by Treasurer Henderson, Assist Sec-Treas. Bourne, Director Butlan, and Chairperson Lewis to approve Pay Application #8 in the amount of \$13,262.25.

Consideration of and Take Possible Action regarding letter sent to Parkhill: Field Superintendent Pearce informed the Board that Manager Clinton has not heard back from Parkhill since she sent them the certified letter (See Attach #5). Vice-Chairperson Smith feels that we need to dismiss Parkhill and move forward on getting another engineer for Well #2 project. Director Butlan agreed but, suggested that we check contracts and any other paperwork with Parkhill for anything that could prevent us from moving forward with another firm. Chairperson Lewis asked that Field Superintendent Pearce check with Engineer Henderson to see if he had any recommendations. Motion was made by Vice-Chairperson Smith, 2nd by Treasurer Henderson, Yes by Secretary Hoefler, Assist Sec-Treas Bourne, Director Butlan, and Chairperson Lewis to dismiss Parkhill and move forward in getting another engineer after checking the contract/paperwork for dates.

Consideration of and Take Possible Action regarding water rate increase for 2023: Motion made by Vice-Chairperson Smith, 2nd by Treasurer Henderson, Yes by Secretary Hoefler, Assist Sec-Treas. Bourne, Director Butlan, and Chairperson Lewis to approve Manager Clinton's recommendation on the water rate increase for 2023 effective February 1st due on March billing cycle (See Attach #6).

Consideration of and Take Possible Action regarding moving 6" waterline that crosses Andy Smith's property closer to Streetman Rd: Field Superintendent Pearce explained to the

Board that our waterline was install back in 1971. As far as he can tell, it runs across Andy Smith's property and it's about 1000'. He estimates that the pipe will cost around \$11,000.00 and he stated that Mr. Smith is willing to pay for materials if we do the labor. Motion made by Secretary Hoefer, 2nd by Director Butlan, Yes by Vice-Chairperson Smith, Treasurer Henderson, Assist Sec-Treas. Bourne, and Chairperson Lewis for Andy Smith to pay for the materials and the Water District do the labor.

OTHER BUSINESS:

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

FINANCIAL REPORT – December (See Attach #7 thru #12)

ADJOURNMENT 6:10 PM

JERRY LEWIS, Chairperson

MARK SMITH, Vice Chairperson

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 Letter to Parkhill
- Attach #6 Rate Increase 2023
- Attach #7 thru #12 Financial Reports (December)