

**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, March 13, 2023**, at 5:30 P.M. Notice and Agenda were posted on the front door of the Rural Water Office at 2:00 PM and recorded at the County Clerk's Office at 4:16 P.M. on March 9, 2023. (See Attach #1 for Recorded Notice & Agenda).

Meeting was called to order at 5:30 P.M. and roll was called. Those Present: Secretary John Hoefer, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Brett Butlan, Director Dustin Rudolf, Manager Regina Clinton, Reporter Nancy Parry Receptionist Brittany Harlin, Field Superintendent Merle Pearce and Water Plant Lead Operator, Mark Shelton. Chairperson Jerry Lewis and Vice-Chairperson Mark Smith were both absent - excused. Others present: Jeremy Rice with Freese & Nichols Engineering (See Attach #2 Sign in sheet).

Call for approval of the February 13, 2023, Minutes– Regular Meeting. Minutes approved as mailed.

MANAGER'S REPORT (See Attach #3)

FIELD SUPERINTENDENT'S REPORT (See Attach #4)

PLANT SUPERINTENDENT'S REPORT (See Attach #5)

BUSINESS:

Consideration of and Take Possible Action regarding entering into an agreement with Parkhill for Professional Services for Water Well #2: Motion made by Treasurer Henderson, 2nd by Director Rudolf, Yes by Secretary Hoefer, Assist Sec-Treas. Bourne and Director Butlan to enter into an agreement with Parkhill for test hole only.

Consideration of and Take Possible Action regarding engineer for expansion of Water Treatment Plant and line upgrade: Engineer Jeremy Rice with Freese & Nichols discussed with the Board the aspects of the expansion of the Water Treatment Plant and line upgrade project. He stated that he would like to set up a meeting with Plant Superintendent Shelton and Field Superintendent Pearce to go over the upgrades. Item postponed for April's meeting.

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Consideration of and Take Possible Action regarding serving apartment complex at Durant Victory – 240 Units: Field Superintendent Pearce informed the Board that Engineer Henderson stated that to serve the Durant Victory apartment complex – 240 Units we would need to feed them off the city until we can get our Plant upgraded (See Attach #6). Motion made by Director Butlan, 2nd by Assist Sec-Treas. Bourne, Yes by Secretary Hoefer, Treasurer Henderson, and Director Rudolf to serve the apartment complex from the Arkansas Master Meter until plant is upgraded.

Consideration of and Take Possible Action regarding serving Hidden Oaks Subdivision located on Bryan Rd – Dan Schiller, Developer: Motion by Treasurer Henderson, 2nd by Director Rudolf, Yes by Secretary Hoefer, Assist Sec-Treas. Bourne and Director Butlan to approve serving Hidden Oaks Subdivision.

Vote to Convene to proposed Executive Session under Title 24, Section 307.B.1 of the Oklahoma Statutes to discuss:

Motion made by Treasurer Henderson, 2nd by Assist Sec-Treas. Bourne. Yes by Secretary Hoefer, Director Butlan and Director Rudolf to convene to Executive Session to discuss Manager Regina Clinton and Field Superintendent Merle Pearce Mid-Year Evaluations.

Vote to Reconvene to Regular Session

Motion made by Treasurer Henderson, 2nd by Director Rudolf, Yes by Secretary Hoefer, Assist Sec-Treas. Bourne and Director Butlan to reconvene to Regular Session.

Consideration of and Take Possible Action regarding actions to be taken based upon Executive Session discussions: Secretary Hoefer stated that evaluations look good, and they would like to see Plant Superintendent Mark Shelton be added these evaluations next time.

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)

Field Superintendent Pearce informed the Board that he has been contacted by Hilltop #4 Sewer to see if we would be interested in purchasing their sewer system. Item to be put on April's Agenda for further discussion.

OTHER BUSINESS:

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

FINANCIAL REPORT – February

ADJOURNMENT 6:24 PM

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Assist. Sec-Treasurer

BRETT BUTLAN, Director

DUSTIN RUDOLF, Director

Attach #1 Recorded Notice & Agenda

Attach #2 Sign in Sheet

Attach #3 Manager's Report

Attach #4 Field Superintendent's Report

Attach #5 Plant Superintendent's Report

Attach #6 Engineer Jason Henderson's recommendation on Apartment Complex

Attach #7 thru #12 Financial Reports (February)