

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, May 8, 2023** at 5:30 P.M. Notice and Agenda was recorded at the County Clerk's Office at 1:02 P.M. and posted on the front door of the Rural Water Office at 2:00 P.M. on May 4, 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, Vice-Chairperson Mark Smith, 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 Superintendent, Mark Shelton. Others Present: Brent Shain and Landon Allen. (See Attach #2 Sign in sheet)

Call for approval of the April 10, 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 well drillers for Water Well #2 Test Hole: Landon Allen with Parkhill discussed with the Board the quotes from H&E Water Wells and Hydro Resources (See Attach #6 & #7). He explained to the Board that Hydro Resources is about \$26,000.00 higher than H&E Water Wells, but Hydro Resources will be ready to mobilize by the end of the week. H&E will not be able to mobilize until September, at the earliest. Motion made by Vice-Chairman Smith, 2nd by Director Rudolf, Yes by Secretary Hoefer, Treasurer Henderson, Assist Sec-Treas. Bourne, Director Butlan and Chairperson Lewis to quote from Hydro Resources and move forward on this project.

Consideration of and Take Possible Action regarding entering in to a Subrecipient Tribal Match Agreement with Choctaw Nation for the purpose of establishing a framework by which the Nation and Subrecipient will cooperate for the distribution of the Nation fund

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match with respect to the funds awarded by the Secretary of Energy & Environment of the State of Oklahoma as authorized under the American Rescue Plan Act in the amount of \$4,600,000.00: Motion by Treasurer Henderson, 2nd by Director Rudolf, Yes by Vice-Chairman Smith, Secretary Hoefer, Assist Sec-Treas. Bourne, Director Butlan and Chairperson Lewis to enter into this agreement with Choctaw Nation.

Consideration of and Take Possible Action regarding entering in to a Subrecipient Agreement with Choctaw Nation in order for Bryan County Rural Water, Sewer & Solid Waste Management District #2 to act as a Subrecipient entity for the distribution of funds awarded by the Oklahoma Water Resources Board and Secretary of Energy & Environment of the State of Oklahoma as authorized under the American Rescue Plan Act in the amount of \$4,600,000.00, matched by Choctaw Nation in the amount of \$4,600,000.00 and contributions of \$500,000 from the Subrecipient for a total amount of \$9,700,000.00:

Motion made by Vice-Chairman Smith, 2nd by Director Butlan, Yes by Secretary Hoefer, Treasurer Henderson, Assist Sec-Treas. Bourne, Director Rudolf and Chairperson Lewis to enter into this agreement with Choctaw Nation.

Consideration of and Take Possible Action regarding entering into a Main Service Agreement with Garver Engineering for Water Supply Improvements: Motion made by Treasurer Henderson, 2nd by Vice-Chairman Smith, Yes by Secretary Hoefer, Assist Sec-Treas. Bourne, Director Butlan, Director Rudolf, and Chairperson Lewis to enter into a Main Service Agreement with Garver Engineering contingent on our attorney's approval.

Consideration of and Take Possible Action regarding Parkhill Invoice #01203622.00-1in the amount of \$3,400.00: Motion by Vice-Chairman Smith, 2nd by Assist Sec-Treas. Bourne, Yes by Secretary Hoefer, Treasurer Henderson, Director Butlan, Director Rudolf and Chairperson Lewis to pay Parkhill Invoice.

Consideration of and Take Possible Action regarding PUMPSOK Quotes to rebuild the 100 hp Distribution Pump - \$29,893.33 plus freight (\$1,500 - \$3,000) vs. a new 100 hp Distribution Pump - \$46,266.67 plus freight (\$2,000 - \$3,500) and installation (\$8,613.97): Postponed until next month for additional quotes.

Consideration of and Take Possible Action regarding Merle's findings at Hilltop IV sewer: (See Attach #8) Died for lack of motion.

Discussion Only regarding phone call from Rachel Loper in reference to an Artisan Well on her son's property located on Caldwell Rd between Silo and Durant: Manager Clinton informed the Board of the phone call from Mrs. Loper. Field Superintendent Pearce informed the Board that he has spoken with Engineer, Jason Henderson, about this and Jason does not feel that 3,000 gpd will be of any use to us.

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 and Field Superintendent Pearce informed the Board of the email from Fire Marshal, Brandon Brooks, requesting that the district provide a letter stating that they will be able to provide a minimum of 1000gpm for fire protection (See Attach #9). Field Superintendent Pearce stated that he had spoken with Engineer Henderson and he refuses to sign off on a letter like this, because due to the growth in our system, we would not be able to provide the customers in the western part of the district with the 25 psi required by DEQ. After we finish the plant upgrade and line upgrade on the Choctaw Project, Engineer Henderson will re-evaluate. Fire Marshal Brooks is also asking that another engineer evaluate our system in this area to have another opinion. The board agrees that if the city is willing to pay to have another engineer, it will be fine. (See Attach #10 for Engineer Henderson's Evaluation).

Manager Clinton informed that she had received the Engagement Letter for the 2022/2023 Audit. Motion by Director Butlan, 2nd by Director Rudolf, Yes by Vice-Chairman Smith, Secretary Hoefler, Treasurer Henderson, Assist Sec-Treas. Bourne, and Chairperson Lewis to approve and requested that the Auditor attend Board meeting when Audit is presented.

OTHER BUSINESS:

Acknowledge receipt of Permit #WL000007230194 – Hidden Oaks Addition:
Acknowledged

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

FINANCIAL REPORT – April (See Attach #11 thru #16)

ADJOURNMENT 6:04 PM

JERRY LEWIS, Chairperson

MARK SMITH, Vice-Chairperson

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 Quote from H&E Drilling
- Attach #7 Quote from Hydro Resources
- Attach #8 Summary on Hilltop Iv Sewer System
- Attach #9 Email from Fire Marshal
- Attach #10 Engineer Henderson's evaluation for current state of Fire Flow for District System
- Attach #11 thru #16 Financial Reports (APRIL)