

**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, November 8, 2021**, at 5:30 P.M. Recorded Notice and Agenda were faxed to the County Clerk's Office at 11:00 AM, posted on the bulletin board of the Rural Water Office at 2:00 PM and posted on our website at ruralwater2.com on November 4, 2021(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, Vice-Chairperson Mark Smith, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Dustin Rudolf, Manager Regina Clinton, Reporter Nancy Parry and Field Superintendent Merle Pearce. Director Brett Butlan was absent - excused. Others Present: Engineer, Jason Henderson and Plant Superintendent, Mark Shelton (See Attach #2 for Sign-In Sheet).

Call for approval of the October 11, 2021, Minutes – Regular Meeting. Minutes approved as mailed.

**MANAGER'S REPORT** (See Attach #3)

**FIELD SUPERINTENDENT'S REPORT** (See Attach #4)

**BUSINESS:**

**Consideration of and Take Possible Action regarding Water Rate Analysis and ORWA's, Randy Clark, recommendations:** Postponed for next month

**Consideration of and Take Possible Action regarding purchasing (2) new vehicles:**  
Manager Clinton informed the Board that in order to be able to receive trucks next year and get them for the same price as our two (2) newest ones we would have to order in advance. Motion made by Secretary Hoefler, 2<sup>nd</sup> by Vice-Chairperson Smith, YES by Treasurer Henderson Assist. Sec-Treasurer Bourne, Director Rudolf and Chairperson Lewis to move forward in ordering two (2) more new vehicles for next year.

**Consideration of and Take Possible Action** regarding offering customers leak insurance; Postpone for next month

**Consideration of and Take Possible Action regarding Bledsoe, Hewett & Gullekson's**

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**Consideration of and Take Possible Action regarding Bledsoe, Hewett & Gullekson's proposal for 2020/2021 Audit – not to exceed \$4,200:** Manager Clinton informed the Board that this is a \$200 increase since last year. Motion made by Vice-Chairperson Smith, 2<sup>nd</sup> by Treasurer Henderson, YES by Secretary Hoefler, Assist. Sec-Treasurer Bourne, Director Rudolf and Chairperson Lewis to approve proposal for 2020/2021 Audit – not to exceed \$4,200 by.

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

Employee Christmas Bonuses;

Motion made by Treasurer Henderson, 2<sup>nd</sup> by Assist. Sec-Treasurer Bourne YES by Secretary Hoefler, Vice-Chairperson Smith, Director Rudolf, and Chairperson Lewis to convene to proposed executive session to discuss 2021 Employee Christmas Bonuses.

**Vote to Reconvene to Regular Session**

Motion made by Treasurer Henderson, 2<sup>nd</sup> by Vice-Chairperson Smith, YES by Secretary Hoefler, Assist. Sec-Treasurer Bourne, Director Rudolf and Chairperson Lewis to reconvene to regular session.

**Consideration of and Take Possible Action regarding Employee Christmas Bonuses:**

Motion made by Treasurer Henderson, 2<sup>nd</sup> by Assist. Sec-Treasurer Bourne, YES by Secretary Hoefler, Vice-Chairperson Smith, Director Rudolf, and Chairperson Lewis to approve employee Christmas Bonuses as per attachment #5.

**OTHER BUSINESS:**

**Approve drawing for Legacy Hill Addition - Derek Brewer:** Motion by Vice-Chairperson Smith, 2<sup>nd</sup> by Director Rudolf, YES by Secretary Hoefler, Treasurer Henderson, Assist. Sec-Treasurer Bourne and Chairperson Lewis to approve as per Engineer Jason Henderson's recommendation (See Attach #6).

**Board approval of checks written in October:** Motion made by Treasurer Henderson, 2<sup>nd</sup> by Vice-Chairperson Smith, YES by Secretary Hoefler, Assist. Sec-Treasurer Bourne, Director Rudolf and Chairperson Lewis to approve checks written in October.

**FINANCIAL REPORT – October (See Attach #7 thru #9)**

**ADJOURNMENT 6:05 PM**

JERRY LEWIS, Chairperson

MARK SMITH, Vice-Chairperson

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Assist. Sec-Treasurer

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 Employee Christmas Bonus Sheet
- Attach #6 Engineer's recommendation for Legacy Hills
- Attach #7 thru #9 Financial Reports (October)