

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, October 09, 2023** at 5:30 P.M. Notice and Agenda were recorded at the County Clerk's Office at 12:47 P.M and posted on the front door of the Rural Water Office at 2:00 P.M. on October 5th, 2023. (See Attach #1 for Recorded Notice & Agenda).

The 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 Hoefler, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Brett Butlan, Director Dustin Rudolf, Manager Regina Clinton, Reporter Nancy Parry, Field Superintendent Merle Pearce and Water Plant Superintendent, Mark Shelton. Others Present: Receptionist Brittany Harlin and Parkhill Associates (See Attach #2 for sign in sheet).

Call for approval of the September 11, 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:

Update on the status of Water Well #2: Landon Allen with Parkhill updated the board that the Project is at 90% as of last week and they should be ready to send plans to ORWA and DEQ for permits. The plan is to go out for bids in January 2024.

Update on status of Garver Engineering and Water Treatment Plant Expansion Project: Cole with Garver Engineering was unable to attend meeting. He sent Manager Clinton the updated information via email. (See Attach #6)

Consideration of and Take Possible Action regarding Parkhill Invoice #01203622.00-3 in the amount of \$23,800.00: Motion made by Treasurer Henderson, 2nd by Assist. Sec-Treas Bourne, Yes by Secretary Hoefler, Vice-Chairperson Smith, Director Butlan, Director Rudolf, and Chairperson Lewis to pay Invoice # 01203622 from Parkhill in the amount of \$23,800.00.

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Consideration of and Take Possible Action regarding replacing one (1) pump at the Silo Pump Station: Motion made by Vice-Chairperson Smith, 2nd by Secretary Hoefer, YES by Assist. Sec-Treas Bourne, Treasurer Henderson, Director Butlan, Director Rudolf and Chairperson Lewis to purchase pump only for \$3,935.40.

Consideration of and Take Possible Action regarding purchasing a Trailer Mounted Vac System in order to meet new Lead and Copper Rule: Motion made by Vice-Chairperson Smith, 2nd by Treasurer Henderson, YES by Secretary Hoefer, Assist. Sec-Treas Bourne, Director Butlan, Director Rudolf, and Chairperson Lewis to purchase a Trailer Mounted Vac System for \$55,137.50.

Consideration of and Take Possible Action regarding upgrading phone system to IVR (Interactive Voice Response): Motion made by Vice-Chairperson Smith, 2nd by Secretary Hoefer, YES by Assist. Sec-Treas Bourne, Treasurer Henderson, Director Butlan, Director Rudolf, and Chairperson Lewis to proceed with the IVR.

OTHER BUSINESS:

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

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

ADJOURNMENT 6:32

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 Email from Garver
- Attach #7 thru #12 Financial Reports (September)