

**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](http://www.ruralwater2.com)

Telephone (580) 924-8517  
Fax (580) 931-3911  
(TDD/TTY) - 711  
Email: [rwd2@totalnet.us](mailto: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, August 14, 2023** at 5:30 P.M. Notice and Agenda was recorded at the County Clerk's Office at 1:18 P.M. and posted on the front door of the Rural Water Office at 2:00 P.M. on August 10, 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 Hoefer, Assist. Sec-Treasurer Terry Bourne, Director Dustin Rudolf, Manager Regina Clinton, Reporter Nancy Parry, Receptionist Brittany Harlin, Field Superintendent Merle Pearce and Water Plant Superintendent, Mark Shelton. Director Brett Butlan arrived at 5:31. Treasurer Linda Henderson was absent - excused.

Call for approval of the July 10, 2023, 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 adding new subdivisions to the system:** After discussion of the email received from Engineer, Jason Henderson (See Attach #5) motion was made by Vice-Chairman Smith, 2<sup>nd</sup> by Secretary Hoefer, Yes by Assist Sec-Treas. Bourne, Director Butlan, Director Rudolf and Chairperson Lewis to put a moratorium on subdivisions for 6 months and then to see how we are coming along with the new well.

**Consideration of and Take Possible Action regarding results of Water Well #2 Test Hole water samples and moving forward on Water Well #2:** Well samples came back good. Motion made by Vice-Chairman Smith, 2<sup>nd</sup> by Director Rudolf, Yes by Secretary Hoefer, Assist Sec-Treas. Bourne, Director Butlan, and Chairperson Lewis to plug the test hole and move forward with the Water Well #2.

**Consideration of and Take Possible Action regarding Merle's meeting with Jeff Jackson, RWD #5, and the possibility of their purchasing water from RWD #2 as another water**

This institution is an equal opportunity provider and employer. In accordance with Federal law and the U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the base of race, color, national origin, religion, sex, age, disability or familial status. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to U.S. Dept. of Agriculture, Director, Office of Adjudication, 1400 Independence Ave., S.W., Washington, D.C. 20250-9410, or by fax to (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

**source:** Merle informed the Board that RWD #5 expects to purchase approx. 600,000 – 800,000 gpd. Garver has been provided with this information. Item postponed.

**Update on status of Garver Engineering and Water Treatment Plant Expansion Project:** Cole Niblett, Engineer, was present via phone. He informed the Board that they are “full speed ahead”.

**Consideration of and Take Possible Action regarding David Burrage’s email regarding upgrading the waterline from the intersection of Washington and Mockingbird to Folsom:** Field Superintendent Pearce informed the Board that David Burrage has scheduled a meeting with Chris Challis, Developer interested in the Roberta Neaves property, Cyrus Zadeh and Jason Tomlin from Camden Homes and RWD #2 to discuss ideas to get the waterline upgraded on North Washington St (See Attach #6). Item postponed until after they all meet.

**Consideration of and Take Possible Action regarding purchasing (1) actuator with positioner for Water Treatment Plant:** No quotes available at time of meeting. Item postponed.

**Consideration of and Take Possible Action regarding purchasing a new F450 Ford to replace Unit #5 - \$55,621.40 (Gasoline)/\$65,616.40 (Diesel):** Died for lack of motion.

**Consideration of and Take Possible Action regarding date and place for Company Christmas Party:** Motion made by Secretary Hoefler, 2<sup>nd</sup> by Director Butlan, Yes by Vice-Chairman Smith, Assist Sec-Treas. Bourne, Director Rudolf, and Chairperson Lewis to have the Christmas Party on December 1<sup>st</sup> and leave it up to the manager & office manager to pick the location.

**Consideration of and Take Possible Action regarding date for Annual Meeting:** Motion made by Secretary Hoefler, 2<sup>nd</sup> by Director Rudolf, Yes by Vice-Chairman Smith, Assist Sec-Treas. Bourne, Director Butlan, and Chairperson Lewis to schedule the Annual Meeting for 6:30 PM on November 13,2023.

**OTHER BUSINESS:**

**Board approval of checks written in July:** Motion by Director Rudolf, 2<sup>nd</sup> by Assist Sec-Treas. Bourne, Yes by Vice-Chairman Smith, Secretary Hoefler, Director Butlan, and Chairperson Lewis to approve the checks for July.

**FINANCIAL REPORT – July (See Attach #7 thru #12)**

**ADJOURNMENT 6:41 P.M.**

JERRY LEWIS, Chairperson

MARK SMITH, Vice-Chairperson

JOHN HOEFER, Secretary

TERRY BOURNE, Assist. Sec-Treasurer

BRETT BUTLAN, Director

DUSTIN RUDOLF, 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 Email from Jason Henderson  
Attach #6 Email from David Burrage  
Attach #7 thru #12 Financial Reports (July)