

**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 August 16, 2021**, at 5:30 P.M. Notice and Agenda was recorded at the County Clerk's Office at 12:07 PM and posted on the outside bulletin board of the Rural Water Office at 1:00 PM on August 12, 2021. (See Attach #1 for recorded Notice Meeting Change & #2 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 Hoefler, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Brett Butlan, Manager Regina Clinton, Reporter Nancy Parry, Field Superintendent Merle Pearce and Plant Supervisor Mark Shelton. Director Dustin Rudolf was absent - excused.

Call for approval of the July 12, 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 Denny Hall's request for compensation in exchange for giving access and easement across his property: Motion made by Treasurer Henderson, 2nd by Secretary Hoefler, Yes by Vice-Chairperson Smith, Assist. Sec-Treasurer Bourne, Director Butlan, and Chairperson Lewis to not set a precedent by giving Denny Hall compensation in exchange for giving access easement.

Consideration of and Take Possible Action regarding water chemistry and possible blending issues at Water Well #2 at the Folsom water storage tank: Engineer Jim Roberts joined meeting via Microsoft Teams and discussed the Assessment of Water Quality Report on Well #2 (See Attach #5 for report). Mr. Roberts will be emailing us procedures and costs for re-sampling the test hole. Item postponed until next month

Update regarding having the Streetman Tower Site surveyed in order to approve a partial release to clear title on property that we do not own: Manager Clinton informed the Board that this item has been taken care (See Attach #6 for correspondence related to this item).

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Consideration of and Take Possible Action regarding adopting a new pay scale for all employees: Manager Clinton informed the Board that she has contacted several other water utilities and had gotten their pay scales and benefits (See Attach #7 & #8). She also provided them with pay scale spreadsheets reflecting the starting wage of \$15.00/hr and \$17.00/hr. for field, plant and office personnel (See Attach #9 & #10). Board requested that this item be postponed until next meeting and advised Manager Clinton to have something ready for next meeting showing how this will affect our budget and final year end.

Consideration of and Take Possible Action regarding a back-up internet service: Manager Clinton presented the Board with a quote from Vyve and an Ad from AT&T (See Attach #11 & #12). Motion made by Vice-Chairperson Smith, 2nd by Director Butlan, Yes by Secretary Hoefer, Treasurer Henderson, Assist. Sec-Treasurer Bourne and Chairperson Lewis for Manager Clinton to go with whoever she chooses not to exceed \$200.00.

Consideration of and Take Possible Action regarding Engineer, Jason Henderson's, review and recommendation on providing water service to Lori Reid's proposed subdivision to be located at 2500 W. Mockingbird Lane: Field Superintend Pearce explained to the Board that Engineer Henderson doesn't recommend we put any more customers on this line until the line itself is upgraded. Motion made by Vice-Chairperson Smith, 2nd Director Butlan, Secretary Hoefer, Treasurer Henderson, Assist. Sec-Treasurer Bourne, and Chairperson Lewis to go with Engineer Henderson's recommendation (See Attach #13).

Consideration of and Take Possible Action regarding appointing Manager Regina Clinton to act on behalf of Bryan County Rural Water, Sewer & Solid Waste Management Dist. #2 regarding applying for an Emergency and Imminent Community Water Assistance Grant from USDA Rural Development for reimbursement for permanent repairs caused by snowstorm in February 2021: Motion made by Assist. Sec-Treasurer Bourne, 2nd by Vice-Chairperson Smith, Yes by Secretary Hoefer, Treasurer Henderson, Director Butlan, and Chairperson Lewis to appoint Manager Regina Clinton to act on behalf of Bryan County Rural Water, Sewer & Solid Waste Management Dist. #2.

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 we have been notified by the Chickasaws that they are looking into getting water ran to Ft. Washita. They asked for a quote to present to their Board of Directors. Mr. Pearce would like to get with Engineer Henderson to help work up the quote so it will be more accurate. Motion made by Secretary Hoefer, 2nd by Vice-Chairperson Smith, Director Butlan, Treasurer Henderson, Assist. Sec-Treasurer Bourne, and Chairperson Lewis to hire Engineer Henderson to help with the quote.

OTHER BUSINESS:

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

FINANCIAL REPORT – July (See Attach #14 thru #19)

ADJOURNMENT 6:35 PM

JERRY LEWIS, Chairperson

MARK SMITH, Vice- Chairperson

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Sec-Treasurer

BRETT BUTLAN, Director

- Attach #1 Recorded Notice of Meeting Change
- Attach #2 Notice & Agenda
- Attach #3 Manager's Report
- Attach #4 Field Superintendent's Report
- Attach #5 Assessment of Water Quality Report
- Attach #6 Correspondence pertaining to Release of property – Streetman Towers
- Attach #7 thru #10 --- Employee Wages/Benefits Information and Spreadsheets
- Attach #11 & #12 --- Quotes for Internet
- Attach #13 Engineer's Review on Lori Reid's proposed subdivision
- Attach #14 thru #19 --- Financial Reports (July)