

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, February 10, 2025**, at 5:30 P.M. Notice and Agenda were faxed and emailed to the County Clerk's Office on February 6, 2025 and recorded at 11:46 A.M. and posted on the front door of the Rural Water Office at 2:00 P.M. on February 06, 2025. (See Attach #1 for Recorded Notice & Agenda).

The meeting was called to order at 5:30 P.M. and roll was called. 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 and Field Superintendent Merle Pearce. Water Plant Operator Ryan Brown attended the meeting at 5:41 P.M.

Call for approval of the January 15, 2025, 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:

Update on Water Well #2: Field Superintendent Pearce informed the Board that he is having them to reinsulate the building due to it getting wet. They have said that they are going to spray insulate this time. They are about 90% done with the job

Consideration of and Take Possible Action regarding False Bank Account and Bank Fraud Scam: Vice-Chairperson Smith feels that we should contact the FBI, the police and our attorney. Also, our IT people and see if they can tell if anyone has hacked our email. Director Butlan agreed and stated that we should have our attorney send a letter to the Humble Bank.

Consideration of and Take Possible Action regarding Direct Deposit of Payroll Checks: Manager Clinton informed the Board that Wava is in the process of gathering the paperwork and setting up a time for training.

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Consideration of and Take Possible Action regarding appointing a delegate and alternate delegate to vote at the ORWA Annual Meeting: Motion made by Vice-Chairperson Smith, 2nd by Treasurer Henderson, Yes by Secretary Hoefler, Assist. Sec-Treas Bourne, Director Butlan, Director Rudolf and Chairperson Lewis for Manager Clinton and Chairperson Lewis to be the delegate and alternate at the ORWA Annual Meeting.

Consideration of and Take Possible Action regarding Holiday Schedule -- trading Veteran's Day for Friday, December 26, 2025 and trading Juneteenth for Friday, January 2, 2026: Motion made by Vice-Chairperson Smith, 2nd by Assist. Sec-Treas Bourne, Yes by Vice-Chairperson Smith, Secretary Hoefler, Treasurer Henderson, Director Butlan, Director Rudolf and Chairperson Lewis to approve the Holiday Schedule for 2025 (See Attach #5).

Consideration of and Take Possible Action regarding approving water rate increase for Community Development Block Grant 2025: Manager Clinton informed the Board that our current rate structure will cause us to lose 3 points towards the Community Development Block Grant. Millie Vance, Grant Writer, sent a recommended rate structure to be adopted (See Attach #6). Motion made by Treasurer Henderson, 2nd by Vice-Chairperson Smith, Yes by Secretary Hoefler, by Assist. Sec-Treas Bourne, Director Butlan, Director Rudolf and Chairperson Lewis to increase rates as per Millie Vance's recommendation.

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 informed the board that Matt Holt had been in contact with her about purchasing an Arce of land on Mockingbird for \$28,000.00 for a possible well site. This Item will be revisited later after the test hole is drilled on Wilson St.

OTHER BUSINESS:

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

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

ADJOURNMENT 6:02 PM

JERRY LEWIS, Chairperson

MARK SMITH, Vice- Chairperson

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Assist. Secret Treasurer

BRETT BUTLAN, Director

DUSTIN RUDOLF, Director