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 January 12, 2026** at 5:30 P.M. Notice and Agenda were recorded at the County Clerk's Office at 10:06 A.M and posted on the front door of the Rural Water Office at 5:00 P.M. on January 8, 2026. (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 Hoefer, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Dustin Rudolf, Director Brett Butlan, Manager Regina Clinton, Reporter Nancy Parry, Field Superintendent Merle Pearce and Water Plant Superintendent, Ryan Brown. **(See Attach #2 for Sign-In Sheet)**

Call for approval of the December 15, 2025 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:

Consideration of and Take Possible Action regarding approval of 2024/25 Audit: Eric Bledsoe reviewed the Audit Report with the Board. Motion made by Treasury Henderson, 2nd by Director Rudolf, Yes by Vice-Chairperson Smith, Secretary Hoefer, Assist. Sec-Treas Bourne, Director Butlan and Chairperson Lewis to approve.

Consideration of and Take Possible Action regarding joining The Oklahoma Purchasing System (TOPS): Jay McAdams with The Oklahoma Purchasing System (TOPS) explained what TOPS is and how it operates. They can help us get more bids, avoid advertising for bids and do most of the foot work when it comes to getting contractors for new projects and with less change orders. It does not cost the Water District anything to be a member. Motion made by Treasury Henderson, 2nd by Director Butlan. Yes by Vice-Chairperson Smith, Secretary Hoefer, Assist. Sec-Treas Bourne, Director Rudolf and Chairperson Lewis to join.

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Acknowledge Phillip Hightower, City of Durant regarding collection of sanitation fees: Phillip Hightower and City Attorney, Doug Elliott were present to discuss with the Board about entering an updated Water Purchase Contract. Mr. Hightower provided the Board with a proposed contract, which includes our collecting for sewer from those customers that are on our water, but on city sewer. Postponed until next meeting

Consideration of and Take Possible Action regarding approval of Landmark Structures Pay App #2 in the amount of $524,637.50 – Elevated Storage Tank: Motion made by Vice-Chairperson Smith, 2nd by Assist. Sec-Treas Bourne, Yes by Secretary Hoefer, Treasurer Henderson, Director Butlan, Director Rudolf and Chairperson Lewis to approve.

Consideration of and Take Possible Action regarding revised Rental Contract for Water Treatment Plant Housing: Manager Clinton presented the Board with a copy of the contract that the attorney revised stating that rent could be set at $650.00 per month. Plant Superintendent Brown informed the Board that Plant Operator, Anthony Hoffman, could not afford that much rent. Board requested that Plant Superintendent Brown ask Mr. Hoffman what he could pay. Postponed until next monthly meeting.

Consideration of and Take Possible Action regarding purchasing a new Spectrophotometer for testing iron, manganese, phosphorus, color, etc: Plant Superintendent, Brown explained to the Board that the Spectrophotometer is used to test the levels of iron, manganese, phosphorus, color in our water. The one we have is obsolete and we can no longer get parts for it. We need to purchase a new one with a cost of $6,341.28 along with a 2-year service contract for $961.00. Motion made by Assist. Sec-Treas Bourne, 2nd by Vice-Chairperson Smith, Yes by Secretary Hoefer, Treasurer Henderson, Director Butlan, Director Rudolf and Chairperson Lewis to approve **(See Attach #6)**.

OTHER BUSINESS:

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

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

ADJOURNMENT 6:28 PM

JERRY LEWIS, Chairperson

MARK SMITH, Vice- Chairperson

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Assist. Sec-Treasurer

BRETT BUTLAN, Director

DUSTIN RUDOLF

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 Quote for Spectrophotometer
Attach #7 thru #12 Financial Reports (December)