

**MINUTES OF THE REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS**, Bryan Co. Rural Water Dist. #2, which was held on **Monday, June 14, 2021** at 5:30 P.M. Notice and Agenda was posted on the outside bulletin board of the Rural Water Office at 2:00 PM and recorded at the County Clerk's Office at 3:13 PM on June 10, 2021. (See Attach #1 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, Director Dustin Rudolf, Manager Regina Clinton, Field Superintendent Merle Pearce. Reporter Nancy Parry was excused.

Call for approval of the May 10, 2021 Minutes – Regular Meeting. Minutes approved as mailed.

**MANAGER'S REPORT** (See Attach #2)

Manager Clinton informed the Board that she has received an email from Jim Grider, Choctaw Nation, informing her that they will fund this project (See Attach #3).

**FIELD SUPERINTENDENT'S REPORT** (See Attach #4)

**BUSINESS:**

**Consideration of and Take Possible Action regarding approving quote from Button 108 for a main server for the office computers - \$3512.01 + \$150.00/mo.:** Manager Clinton informed the Board that this is the next suggested step to trying to resolve the issues that we have been having with our Seqouyah and Quickbooks Software freezing and shutting down. Motion made by Director Butlan, 2<sup>nd</sup> by Director Rudolf, YES by Vice-Chairperson Smith, Secretary Hoefler, Treasurer Henderson, Assist. Sec-Treasurer Bourne and Chairperson Lewis to approve (See Attach #5)

**Consideration of and Take Possible Action regarding Emergency Preparedness and steps to being self-sufficient:** Field Superintendent Pearce and Manager Clinton reminded the Board that we have the big generator at Water Plant, which is capable of keeping the plant up and running, we have the portable generator that can be used at the sewer lagoons or any of the pump stations and we also have a generator/welder, which is capable of keeping the Hwy 70 Pump Station in operation. We could still us another portable generator and a generator at the office. If something should occur that we could not pump from Blue River, with both water wells and the plant, we could continue to produce and distribute water to all customers for normal everyday usage – nothing extra. According to Button 108, IT, all of our Quickbook and database files are being backed up. They have us on a cloud backup and managed antivirus (See Attach #6). Manager Clinton was advised to get pricing for a propane generator for the office and to check on insurance for a Cyber Attack. This item was discussion only.

**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)

**Pay Application #1 – \$73,435.00 - Layne Christensen – Water Well #2:** Motion by Secretary Hoefler, 2<sup>nd</sup> by Treasurer Henderson, YES by Director Butlan, Assist. Sec-Treas Bourne, Vice-Chairperson Smith, Director Rudolf and Chairperson Lewis to approve.

**OTHER BUSINESS:**

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

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

**ADJOURNMENT 5:51 P.M.**

JERRY LEWIS, Chairperson

MARK SMITH, Vice- Chairperson

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Sec-Treasurer

BRETT BUTLAN, Director

DUSTIN RUDOLF, Director

- Attach #1 Notice & Agenda
- Attach #2 Manager's Report
- Attach #3 Email from Jim Grider
- Attach #4 Field Superintendent's Report
- Attach #5 Button 108 Quote for Main Server
- Attach #6 Email pertaining to protection from Ransomware Attack
- Attach #7 thru #12 --- Financial Reports (May)