

MINUTES OF THE REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS, Bryan Co. Rural Water Dist. #2, which was held on **Monday, March 11, 2024** at 5:30 P.M. Notice and Agenda was recorded at the County Clerk's Office at 2:23 P.M. and posted on the front door of the Rural Water Office at 2:00 P.M. March 7,2024. (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 Dustin Rudolf, Manager Regina Clinton, Reporter Nancy Parry, Receptionist Brittany Harlin, Field Superintendent Merle Pearce and Water Plant Superintendent, Mark Shelton. Director Brett Butlan was absent - excused.

Call for approval of the February 12, 2024, 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 status of Water Well #2: Manager Clinton updated the Board on the status of Water Well #2. She informed them that she had received an email from Landon with Parkhill stating that he had to renotify some of the landowners because they did not receive a return receipt showing that they had gotten the first letter. He also stated that we are still on schedule for March 19th OWRB Meeting.

Consideration of and Take Possible Action regarding the Subaward Agreement for the Ft. Washita Waterline Extension Project – Representatives Kris Patton and Joe Willingham will be present for discussion: Postponed – Representatives did not show up.

Consideration of and Take Possible Action regarding items discussed during meeting held on Friday, March 8th, pertaining to the Engineering Report for the Water Treatment Expansion Project: Field Superintendent Pearce informed the Board that he may have located another alternative site for the new water storage tank. He has sent the coordinates to Cole with

Garver to see if it is a viable location. Vice-Chairperson Smith also informed them that they had discussed relocating the Blue River pump station. Postponed until the next monthly meeting.

Consideration of and Take Possible Action regarding purchasing a new sickle mower for the Water Treatment Plant: Plant Superintendent Mark Shelton presented the Board with 3 quotes. Motion was made by Vice- Chairperson Smith, 2nd by Treasurer Henderson, Yes by Secretary Hoefler, Assist Sec-Treas. Bourne, Director Rudolf and Chairperson Lewis to purchase the sickle mower from Styron Ag. for \$4,913.36 (See Attach #5).

Consideration of and Take Possible Action regarding 2024 Holiday Schedule: Motion was made by Treasurer Henderson, 2nd by Director Rudolf, Yes by Vice-Chairperson Smith, Secretary Hoefler, Assist Sec-Treas. Bourne, and Chairperson Lewis to approve the 2024 Holiday Schedule as presented (See Attach #6).

Vote to Convene to proposed Executive Session under Title 24, Section 307.B.1 of the Oklahoma Statutes to discuss:

Motion made by Treasurer Henderson, 2nd by Director Rudolf, Yes by Vice-Chairperson Smith, Secretary Hoefler, Assist Sec-Treas. Bourne, and Chairperson Lewis to convene into executive session to discuss Manager Regina Clinton, Field Superintendent Merle Pearce and Plant Superintendent Mark Shelton Mid-Year Evaluations

Vote to Reconvene to Regular Session

Motion made by Treasurer Henderson, 2nd by Director Rudolf, Yes by Vice-Chairperson Smith, Secretary Hoefler, Assist Sec-Treas. Bourne, and Chairperson Lewis to reconvene into regular session.

Consideration of and Take Possible Action regarding actions to be taken based upon Executive Session discussions

Chairperson Lewis stated that the Board of Directors feels that Manager Regina Clinton, Field Superintendent Merle Pearce, and Plant Superintendent Mark Shelton are all doing a good job.

OTHER BUSINESS:

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

FINANCIAL REPORT – February (See Attach #7 thru #11)

ADJOURNMENT 5:59 PM

JERRY LEWIS, Chairperson

MARK SMITH, Vice-Chairperson

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Assist. Sec-Treasurer

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 Quote for sickle mower
- Attach #6 Holiday Schedule
- Attach #7 thru #10 Financial Reports (February)