

**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 November 13, 2023** at 5:30 P.M. Notice and Agenda were recorded at the County Clerk's Office at 11:11 A.M. and posted on the front door of the Rural Water Office at 2:00 P.M. on November 9, 2023. (See Attach #1 for Recorded Notice & Agenda).

The 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 Hoefer, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Dustin Rudolf, Manager Regina Clinton, Reporter Nancy Parry, Field Superintendent Merle Pearce and Water Plant Superintendent, Mark Shelton. Others Present: Receptionist Brittany Harlin and Engineer, Cole Niblett with Garver. Director Brett Butlan was absent - Excused (See Attach #2 for sign in sheet).

Call for approval of the October 09, 2023, 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:**

**Update on the status of Water Well #2:** Manager Clinton informed the Board that all they are waiting on is DEQ and OWRB for permitting. Parkhill is still looking to go out for bids in January.

**Update on status of Garver Engineering and Water Treatment Plant Expansion Project:** Engineer, Cole Niblett with Graver informed the Board that they had 2 tech memos and a power point to do all the upgrades we are looking at. The total cost estimate for everything would be \$40,000,000 to \$45,000,000. Cole suggested phasing things out with Phase 1 being a 1mgd expansion to the Water Treatment Plant, adding Water Well #3, an elevated storage tank and 18" line upgrade to serve the casino. The Phase 1 cost estimate is \$30,000,000 and should increase our water production to 3,000,000 gpd. Vice-Chairperson Smith recommended looking at getting the contractor for Water Well #2 to do the test hole for Water Well #3 while they are in the area to cut down some of the cost.

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**Consideration of and Take Possible Action regarding renewing Tower Space Lease**

**Agreement with Rise Broadband:** Manager Clinton informed the Board that she had been in contact with Rise Broadband on renewing the Tower Space Lease. They have agreed to pay \$6,000.00 a year on a 3 Year contract. Motion made by Vice-Chairperson Smith, 2<sup>nd</sup> by Director Rudolf, YES by Secretary Hoefler, Treasurer Henderson, Assist. Sec-Treas Bourne and Chairperson Lewis to let Manager Clinton sign the contract once it is finalized.

**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 the Vac Trailer they voted on at the October meeting is unavailable until May or June 2024. He has been in contact with Vermeer, and they are willing to give us an upgraded one for \$57,258.00 (See Attach #6) and can have it here Monday November 20<sup>th</sup>. Motion by Treasurer Henderson, 2<sup>nd</sup> by Director Rudolf, Yes by Secretary Hoefler, Vice-Chairperson Smith, Assist. Sec-Treas Bourne, Director Rudolf and Chairperson Lewis to amend last month's motion to purchase the Vac Trailer from Key Equipment and Supply. Motion made by Treasurer Henderson, 2<sup>nd</sup> by Director Rudolf, YES by Assist. Sec-Treas Bourne, Secretary Hoefler, Vice-Chairperson Smith and Chairperson Lewis to move forward in purchasing the Vac Trailer from Vermeer for \$57,258.00.

Manager Clinton informed the Board that she had receive an invoice from Garver for engineer services on the ARPA Project for \$33,492.00. Motion by Vice-Chairperson Smith, 2<sup>nd</sup> by Secretary Hoefler, YES by Assist. Sec-Treas Bourne, Treasurer Henderson, Director Rudolf, and Chairperson Lewis to pay invoice from Graver for engineering services for \$33,492.00.

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

**Employee Christmas Bonuses:** Motion made by Director Rudolf, 2<sup>nd</sup> by Treasurer Henderson, YES by Assist. Sec-Treas Bourne, Secretary Hoefler Vice-Chairperson Smith, and Chairperson Lewis to convene into Executive Session.

**Vote to Reconvene to Regular Session**

Motion made by Treasurer Henderson, 2<sup>nd</sup> by Director Rudolf, YES by Assist. Sec-Treas Bourne, Secretary Hoefler, Vice-Chairperson Smith, and Chairperson Lewis to reconvene into Regular Session.

**Consideration of and Take Possible Action regarding Employee Christmas Bonuses:** Motion made by Assist. Sec-Treas Bourne, 2<sup>nd</sup> by Director Rudolf, Yes by Secretary Hoefler, Vice-Chairperson Smith, Treasurer Henderson, and Chairperson Lewis to increase all Christmas Bonuses by \$100.00.

**OTHER BUSINESS:**

**Board approval of checks written in October:** Motion made by Treasurer Henderson, 2<sup>nd</sup> by Director Rudolf, YES by Assist. Sec-Treas Bourne, Secretary Hoefer, Vice-Chairperson Smith and Chairperson Lewis to approve checks written in October.

**FINANCIAL REPORT – September (See Attach #7 thru #9)**

**ADJOURNMENT 6:00 PM**

JERRY LEWIS, Chairperson

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MARK SMITH, Vice-Chairperson

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JOHN HOEFER, Secretary

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LINDA HENDERSON, Treasurer

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TERRY BOURNE, Assist. Sec-Treasurer

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DUSTIN RUDOLF, Director

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- 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 Vermeer Great Plains Quote
- Attach #7 thru #9 Financial Reports (October)