

**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, October 10, 2022**, at 5:30 P.M. Notice and Agenda was recorded at the County Clerk's Office at 2:03 P.M. and posted on the front door of the Rural Water Office at 3:00 PM on October 6, 2022. (See Attach #1 for Recorded Notice & Agenda).

Meeting was called to order at 5:30 P.M. and roll was called. Those Present: Vice-Chairperson Mark Smith, Secretary John Hoefler, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Dustin Rudolf, Director Brett Butlan, Manager Regina Clinton, Reporter Nancy Parry, Receptionist Brittany Harlin, Field Superintendent Merle Pearce and Water Plant Superintendent Mark Shelton. Chairperson Jerry Lewis was absent – excused.

Call for approval of the September 12, 2022, 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:**

**Consideration of and Take Possible Action regarding Engineer, Jason Henderson's, recommendations for new subdivisions:** Board was present with Mr. Henderson's recommendations (See Attach #5). Motion made by Director Butlan, 2<sup>nd</sup> by Secretary Hoefler, YES by Vice Chairperson Smith, Treasurer Henderson, Assist. Sec-Treasurer Bourne, Director Rudolf, to contact the City of Durant to see if they will be able to supply us with up to 3 million gallon per month, if we are in need at any time, then consult with our Engineer, Jason Henderson on new subdivisions.

**Consideration of and Take Possible Action regarding changing policy of "All pipe installed in the Water District must be Ultra-Blue Molecular Oriented PVC Pipe (ASTMD2214 or ASTM F1483) or same as/equal to and all main lines must be 6" or larger" due to the unknown availability:** Board was informed that 6" Ultra Blue is currently unavailable. 8" is available and Engineer, Jason Henderson, feels that, at the rate we are growing, we should not be installing anything less than an 8" for main supply lines. Motion

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made by Secretary Hoefler, 2<sup>nd</sup> by Assist. Sec-Treasurer Bourne, YES by Vice-Chairperson Smith, Treasurer Henderson, Director Butlan and Director Rudolf that our policy be revised to read “all main lines must be 8” or bigger”.

**Consideration of and Take Possible Action regarding expansion of Water Treatment Plant and line upgrade in order to serve Choctaw Casino contingent on EPA/Choctaw Nation Grant:** Item Died

**Consideration of and Take Possible Action regarding quotes to install electric and VFDs in new raw water pump station:** Board was presented with 2 quotes (See Attach #6). Due to experience with McClain Electrical, motion was made by Secretary Hoefler, 2<sup>nd</sup> by Director Butlan, YES by Vice-Chairperson Smith, Treasurer Henderson, Assist. Sec-Treasurer Bourne and Director Rudolf to except McClain Electrical proposal for \$41,416.00.

**Consideration of and Take Possible Action regarding approval of Pay Application #5 in the amount of \$77,135.23 – Avery Construction - 2021 CDBG Project – Mockingbird Lane Water System Improvements:** Motion by Treasurer Henderson, 2<sup>nd</sup> by Director Rudolf, YES by Vice-Chairperson Smith, Secretary Hoefler, Assist. Sec-Treasurer Bourne and Director Butlan to approve Pay Application #5 in the amount of \$77,135.23.

**Consideration of and Take Possible Action regarding Change Order #5 in the amount of \$43,500.00 – relocating (short & long) meters to new line - Avery Construction - 2021 CDBG Project – Mockingbird Lane Water System Improvements:** Motion by Treasurer Henderson, 2<sup>nd</sup> by Assist. Sec-Treasurer Bourne, YES by Vice-Chairperson Smith, Secretary Hoefler, Director Butlan and Director Rudolf to approve Change Order #5 in the amount of \$43,500.00 – relocating (short & long) meters to new line.

**Consideration of and Take Possible Action regarding approval of Resolution #10102022 – Authorizing Application for American Rescue Plan Act Grant from Oklahoma Water Resources Board:** Motion made by Treasurer Henderson, 2<sup>nd</sup> by Director Butlan, YES by Vice-Chairperson Smith, Secretary Hoefler, Assist. Sec-Treasurer Bourne and Director Rudolf to approve Resolution #10102022 – Authorizing Application for American Rescue Plan Act Grant from Oklahoma Water Resources Board.

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

- Field Superintendent’s concerns about management wages;
- Manager’s ideas on Chain of Command

Motion by Treasurer Henderson, 2<sup>nd</sup> by Director Butlan, YES by Vice-Chairperson Smith, Secretary Hoefler, Assist. Sec-Treasurer Bourne and Director Rudolf to convene to Executive Session

**Vote to Reconvene to Regular Session**

Motion made by Director Butlan, 2<sup>nd</sup> by Director Rudolf, YES by Vice-Chairperson Smith,

Secretary Hoefer, Treasurer Henderson, Assist. Sec-Treasurer Bourne to reconvene to regular session

**Consideration of and Take Possible Action regarding Field Superintendent's about management wages:** Postponed until next month

**Consideration of and Take Possible Action regarding Manager's ideas on Chain of Command:** Approval of Manager's ideas on Chain of Command (See Attach #7).

**OTHER BUSINESS:**

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

**FINANCIAL REPORT** – September (See Attach #8 thru #13)

**ADJOURNMENT 6:35 P.M.**

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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BRETT BUTLAN, Director

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DUSTIN RUDOLF, Director

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Attach #1 Recorded Notice & Agenda  
Attach #2 Manager's Report  
Attach #3 Field Superintendent's Report  
Attach #4 Plant Superintendent's Report  
Attach #5 Engineer's Recommendations  
Attach #6 Quotes for Electric & VFDs for Raw Water Pump Station  
Attach #7 Revised Chain of Command  
Attach #8 thru #13 Financial Reports (September)