

**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 12, 2020** at 5:30 P.M. Notice and Agenda were recorded at the County Clerk's Office at 1:33 PM and posted on the outside bulletin board of the Rural Water Office at 2:00 PM on September 08, 2020 (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 Hoefer, Treasurer Linda Henderson via GoToMeeting, Assist. Secretary Treasurer Terry Bourne, Director Brett Butlan, Director Dustin Rudolf, Manager Regina Clinton, Reporter Nancy Parry and Field Superintendent Merle Pearce. Others Present: (See Attach #2 for Sign In sheet).

Call for approval of the September 14, 2020 Minutes – Regular Meeting. Minutes approved as mail.

**MANAGER'S REPORT** (See Attach #3)

Manager Clinton informed the Board that there had been one additional Application for Board Member submitted by Lauran Fuller located on Washington St. Start time and voting will be discussed under New Business. She also informed the Board that the employees would be having a Christmas party at the office if any of them would be interested in attending. She will notify them once the date is set.

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

Field Superintendent Pearce also informed the Board that the graffiti on the Folsom Water Tower was cleaned off over the weekend.

**BUSINESS**

**Consideration of and Take Possible Action regarding water line extension needed in order to serve the new Durant Victory Subdivision:** (This Item was covered with the following agenda item)

**Consideraiton of and Take Possible Action regarding cost sharing of developers (87.15%) and RWD #2 (12.85%) for the segment to be built on developers land - Durant Victory Phase I & II:** Motion made by Secretary Hoefer, 2<sup>nd</sup> by Vice-Chairperson Smith, Yes by Treasurer Henderson, Asst. Sec-Treasurer Bourne, Director Butlan, Director Rudolf and Chairperson Lewis

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the Water District to pay for the betterment of 515' of 8" of 515" and to cap at \$10,000.00. The line will be running East and West and will run along the West side of the developer's property. (See Attach #5 & #6)

**Consideration of and Take Possible Action regarding increasing sewer rates due to maintenance costs:** After discussion and review, motion was made by Treasurer Henderson, 2<sup>nd</sup> by Vice-Chairperson Smith, Yes by Secretary Hoefer, Asst. Sec-Treasurer Bourne, Director Butlan, Director Rudolf and Chairperson Lewis to increase sewer minimums by \$3.00 effective January 1, 2021.

**Consideration of and Take Possible Action regarding providing water service to the Lake Meadows North Subdivision – 24 Lots:** Motion by Vice-Chairperson Smith, 2<sup>nd</sup> by Director Butlan, Yes by Secretary Hoefer, Treasurer Henderson, Asst. Sec-Treasurer Bourne, Director Rudolf and Chairperson Lewis to move forward in providing water to Lake Meadows North Subdivision.

**Consideration of and Take Possible Action regarding engineering selection based on qualifications for the Blue River Dam Rehabilitation:** Motion made by Treasurer Henderson, 2<sup>nd</sup> by Asst. Sec-Treasurer Bourne, Yes by Vice-Chairperson Smith, Secretary Hoefer, Director Butlan, Director Rudolf and Chairperson Lewis to select Engineer, Jason Henderson, for the Blue River Dam Rehabilitation.

**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 Vice-Chairperson Smith, 2<sup>nd</sup> by Asst. Sec-Treasurer Bourne, Yes by Secretary Hoefer, Treasurer Henderson, Director Butlan, Director Rudolf and Chairperson Lewis to convene into Executive Session

**Vote to Reconvene to Regular Session**

Motion made by Vice-Chairperson Smith, 2<sup>nd</sup> by Director Butlan, Yes by Secretary Hoefer, Asst. Sec-Treasurer Bourne, Director Rudolf and Chairperson Lewis to reconvene to regular Session. Lost connection with Treasurer Henderson.

**Consideration of and Take Possible Action on Employee Christmas Bonuses:** Motion by Director Butlan, 2<sup>nd</sup> by Asst. Sec-Treasurer Bourne, Yes by Vice-Chairperson Smith, Secretary Hoefer, Director Rudolf and Chairperson Lewis to approve Employee Christmas Bonuses (See Attach #7).

**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)

Motion made by Director Butlan, 2<sup>nd</sup> by Vice-Chairperson Smith, Yes by Secretary Hoefer, Asst Sec-Treasurer Bourne, Director Rudolf and Chairperson Lewis to hire someone from outside to run the voting from 8:30 AM to 4:30 PM and count the ballots on November 9<sup>th</sup> and pay them \$150.00.

**OTHER BUSINESS:**

Acknowledged receipt of DEQ Permit #WL000007200595 – Western Hills Subdivision.

**Board approval of checks written in September:** Motion by Director Butlan, 2<sup>nd</sup> by Vice-Chairperson Smith, Yes by Secretary Hoefler, Asst. Sec-Treasurer Bourne, Director Rudolf and Chairperson Lewis to approve checks.

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

**ADJOURNMENT 6:14 PM**

JERRY LEWIS, Chairperson

MARK SMITH, Vice- Chairperson

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Asst. Sec-Treasurer

BRETT BUTLAN, Director

DUSTIN RUDOLF, Director

- Attach #1 Recorded Notice & Agenda
- Attach #2 Sign in Sheet
- Attach #3 Manager's Report
- Attach #4 Field Superintendent's Report
- Attach #5 304 Technical Services (Jason Henderson) Hydraulic Review and Plans for Durant Victory Phase I & II
- Attach #6 Barker & Associates Cost Estimates
- Attach #7 Employee's Christmas Bonus
- Attach #8 thru #13 --- Financial Reports (September)