

**Rural Water District #4
Wagoner County
Regular Board Meeting
April 11, 2023
7:00 PM
Join Meeting: call 480-712-7555 ID:1151-258-2331**

Call to order: Chairman Stinnett called the meeting to order at 7:00 pm.

Board Members present: Mr. Charles Stinnett, Mr. Gary Rogers, Mr. Terry Hurst, Mr. Chad Jester, Mr. Jim Self

Staff Present: Mr. Thomas Faulk, Mr. Rick Lang

Citizens Present: No citizens present

The first order of the evening was the Call to Order by Board Chairman, Charles Stinnett, followed by the Roll Call by the clerk. Roll Call: Mr. Jim Self, present; Mr. Gary Rogers, present; Mr. Charles Stinnett, present, Mr. Chad Jester, present, and Mr. Terry Hurst, present.

Discussion and action on Approval of the Minutes of the 3-14-2023 Regular Board Meeting

Chairman Charles Stinnett called for review of the Minutes recorded for the 3-14-2023 Regular Board Meeting [Tab 1]. Mr. Chad Jester entered a Motion to approve the Minutes of the 3-14-2023 Regular Board Meeting. Mr. Terry Hurst Entered a Second to the Motion. Roll Call: Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim Self, yes, Mr. Terry Hurst, yes, Mr. Chad Jester, yes. The Minutes of 3-14-2023 Regular Board Meeting, stands approved as presented.

Discussion and action on approval on items from citizens present.

No citizens are present but, there is a customer that lives in Copper Fox addition and their house had sewer back up into it. The main sewer line backed up into her service line which caused the issue. The customer has two invoices one for \$187.00 and \$1800.00. There is damage inside to the flooring and walls. She had a restoration company come out, Rick told her that she needed to get her home owners insurance to come out but she said that she has a \$1,000.00 deductible. Rick asked the board what their opinion would be if we paid for her deductible of \$1,000.00. This item will be put on the May agenda for discussion. No action was required.

Discussion and review of the Operations Manager's Report.

Mr. Faulk referred the Board to the Operations Manager's Report [Tab 2]. Mr. Rick Lang's first order of business was to relate that 10,540 gallons of water was purchased from the City of Tulsa. He then said that March sales records confirm twenty-eight (28) meters sold during the month and set meters were twenty-seven (27) meters installed.

The pumpage from the water plant in March was 76,902,000 gals. He had no additional information; no discussion or questions arose no action was required.

Discussion and Review on the Engineering Report.

Mr. Faulk referred the Board to the Engineering report [Tab 2]. Mr. Ryan Smith stated that there is no new private developments this month. The 209th Waterline (61st to 81st) construction began on March 27th. On the 193rd E. Ave from 51st to 61st, Ryan has been in contact with the City of Broken

Arrow regarding their condemnation lawsuit up near 51st and the proposed waterline relocation. We are coordinating with the City engineer to include the minor amount of waterline relocation.

Ryan then inquired whether there were any questions; no questions or discussion arose and no action was required.

Discussion and review of the Business Managers Report.

Mr. Faulk referred the Board to The Business Manager's Report [Tab 2,] to review account balance figures as of the end of March.

The New Project Fund has a balance of \$376,063.31.

Oneta Energy update: March bill submitted for \$109,013.31.

The Reserve Fund has a balance of \$3,388,906.09.

Rate Adjustment Letter

Explanation of ODOT Reimb account.

No further action required.

No questions or discussion arose on the Business Manager's Report and no action was required at this time.

Discussion and action on approval of Rate Adjustment Letter.

Mr. Faulk referred the Board to [Tab 2]. The board reviewed the letter to the customers and they suggested that the rates need to be provided either on the letter to the customers or on the website. The new Rate Adjustment will be put into effect as of July 1, 2023. Mr. Chad Jester entered a Motion to approve the Rate Adjustment Letter; Mr. Jim Self Entered a Second to the Motion.

Roll Call: Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The Motion to approve the Rate Adjustment Letter, stands approved as presented.

Discussion and action on approval of Disbursement Request #14 for Daris Contractors for \$627,568.94.

Mr. Faulk referred the Board to [Tab 3]. Mr. Ryan Smith stated that this request is for work completed in February 26th, 2023 through March 25th, 2023. Pay Request #14 includes payment for Daris Contractors in the amount of \$627,568.94. Mr. Jim Self entered a Motion to approve pay request #14 for Daris Contractors for \$627,568.94; Mr. Chad Jester Entered a Second to the Motion.

Roll Call: Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The Motion to approve pay request #14 for Daris Contractors for \$627,568.94, stands approved as presented.

Discussion and action on approval of requested revisions to final draft of Employee Policy Manual.

Mr. Thomas Faulk directed the Board's attention to [Tab 10]. The board reviewed the new employee manual last month and requested a few changes. The changes were made in three areas of the employee manual. The revisions were under the Nepotism, Drug Free/ Alcohol Free Environment

Medical Marijuana Policy, and the Full-Time Employees sections. Mr. Chad Jester entered a Motion to approve the revisions to final draft of Employee Policy Manual. Mr. Gary Rogers Entered a Second to the Motion.

Discussion and review of Water Plant and distribution issues.

Mr. Lang stated that filter media has been shipped and the carbon media is shipping right behind it. Cook is hoping to repair two filters at a time it will take about 3-4 days at a time. There was not further discussion and no action required.

Discussion and review of Waste Water Plant and collection issues.

Mr. Lang stated a few grinder pumps have gone out. We are close to taking East Village over.

Discussion and review of Oneta Power Activity & Variances.

The District's Business Manager, Mr. Thomas Faulk directed the Board's attention to variances [Tab 16]. He began to contrast the Oneta raw water activity for the year in terms of usage and revenue. [Note: this report is maintained on a calendar year basis.] The raw water usage for YTD was 314,000,000 gallons as compared to the prior year figure of 175,000,000 gallons, reflecting an increase of +79%; corresponding revenue for YTD was \$116,566.77 contrasted with \$64,975.92 for the prior year also, reflecting a percentage increase of +79%.

Chairman Stinnett inquired whether there were any questions; none arose and no action was required.

Old Business.

Mr. Thomas Faulk or Mr. Rick Lang did not have any old business. No action was required.

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.

Mr. Thomas Faulk or Mr. Rick Lang did not have any new business. There was not further discussion and no action required.

Discussion and action of the Claims Lists.

Mr. Faulk directed the Board to the Claims Lists [Tab 9]. Following the Board's review of the Claims Lists, Chairman Stinnett inquired as to any questions or discussion. Mr. Chad Jester entered a Motion that the Claims List be approved; Mr. Terry Hurst Entered a Second to the Motion.

Roll Call: Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The Motion to approve the claims list, stands approved as presented.

Review of Investment Statement.

Mr. Faulk referred the Board to the Investment Statement, [tab 10] to review the information. As of March 31st, the aggregate value had shown an increase in value from \$753,731.59 to \$865,086.26.

There was no further discussion and no action required.

Adjournment

With no further business to conduct, Mr. Gary Rogers Entered a Motion to Adjourn the Meeting; Chad Jester, Seconded the Motion. Roll call: Mr. Charles Stinnett yes; Mr. Gary Rogers, yes; and Mr. Jim Self, yes; Mr. Terry Hurst, yes, Mr. Chad Jester, yes. The Motion to Adjourn at 7:48 PM stands approved.