

**Rural Water District #4
Wagoner County
Regular Board Meeting
September 13, 2022
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 not present

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

Citizens Present: Brad Phillips

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 , not 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 8-9-2022 Regular Board Meeting.

Chairman Charles Stinnett called for review of the Minutes recorded for the 8-9-2022 Regular Board Meeting [Tab 1]. Mr. Chad Jester entered a Motion to approve the Minutes of the 8-9-2022 Regular Board Meeting. Mr. Gary Rogers Entered a Second to the Motion. Roll Call: Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim Self, absent, Mr. Terry Hurst, yes, Mr. Chad Jester, yes. The Minutes of 8-9-2022 Regular Board Meeting, stands approved as presented.

Discussion and action on approval on items from citizens present.

Brad Phillips was in attendance to observe. No action required.

Discussion and action on approval of time limit for comments from citizens present.

After discussion this item has been tabled to the October meeting.

Discussion and review of the Operations Manager's Report/Status 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 41,065,900 gallons of water was purchased from the City of Tulsa, 4,829,400 gallons of water was purchased from the City of Broken Arrow for August, and 0 was purchased from Wagoner County Rural Water District #5. He then said that August sales records confirm twenty-seven (27) meters sold during the month and a correction of set meters was made to fifty-six (56) meters installed.

The pumpage from the water plant in July was 92,896,000 gals. There were a few large leaks during the month of August. 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 are two new developments Wildcat Acres NW Corner of 31st & 273rd 5 lots. NE Corner 71st & 321st 80 lots. On the Water Treatment Plant Chloramine Conversion, Brenntag is evaluating new chemicals and hiring a filtration specialist to examine the existing filters and media. The next step is the engineering report. A final pay request will be prepared in either October or November for the

193rd E. Ave & 51st Street Intersection. The GIS Mapping maps are updated and accounts have been created. The next step is to load the software on the tablets and train the district.

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 August.

The New Debt Service Fund has a balance of \$170,415.80.

Oneta Energy update: August bill submitted. Oneta labor, maintenance, Rate increase.

The Reserve Fund has a balance of \$2,830,807.57.

The Current Debt Service Reserve balance \$174,415.80.

Bill statement revisions.

Annual Audit update.

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 to put Rick Lang & Thomas Faulk on certificate of deposit at BancFirst Wagoner.

Mr. Thomas Faulk referred the board to tab [3]. Mr. Faulk stated that BancFirst formerly First Bank and Trust of Wagoner has a cd in the amount of \$50,000.00 (CD #1150017106). Mr. Faulk has contacted Tracy Vaughn, of Bancfirst and she informed him that they do not have an authorized person on the account for Wagoner County Rural Water District #4. Mr. Chad Jester Entered a Motion to approve to put Rick Lang & Thomas Faulk on as authorized signers on this certificate of deposit at BancFirst Wagoner. Mr. Terry Hurst Entered a Second to the motion. Roll Call: Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim Self, absent, Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The approval to put Rick Lang & Thomas Faulk on certificate of deposit at BancFirst Wagoner, stands approved as presented.

Discussion and action on approval of Agreement with RWD #5.

Mr. Faulk referred the Board to [Tab 4]. Mr. Rick Lang stated that we already had an agreement with RWD#5 for Brooke Farms, & Grant Estates. We would like to add East Village to this agreement. The water is in their district. RWD5 is willing to collect an initial sewer connection fee, and bill those of its water customers who are also served with sewer service by RWD4. Within thirty days of the remittance by the customer for the sewer service, RWD 5 agrees to submit the amounts except for 6% which RWD 5 shall retain as a collection fee for its services. Mr. Gary Rogers Entered a Motion to approve the Agreement with RWD#5. Mr. Chad Jester Entered a Second to the motion. Roll Call: Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim Self, absent, Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The approval to approve the Agreement with RWD#5, stands approved as presented.

Discussion and action on approval of pay request #17 for 101st Street relocation project for the amount of \$78,175.34

Mr. Faulk referred the Board to [Tab 5]. Mr. Ryan Smith stated that part of this request is for work done from July 26th to August 25th. Pay Request 17 includes payment for Cook Consulting in the amount of \$57,057.00 and payment for Poe & Associates in the amount of \$21,118.34 for a total of \$78,175.34. Mr. Chad Jester entered a Motion to approve pay request #17 for 101st Street relocation project for the amount of \$78,175.34; Mr. Gary Rogers Entered a Second to the Motion.

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

The Motion to approve pay request #17 for 101st Street relocation project for the amount of \$78,175.34, stands approved as presented.

Discussion and action on approval of Disbursement Request #7 for WWTP, Daris Contractors for \$596,515.09.

Mr. Faulk referred the Board to [Tab 6]. Mr. Ryan Smith stated that pay request #7 is for payment of \$549,704.54 to Daris Contractors and payment of \$20,370.13 & \$26,440.42 to Poe & Associates for a total of \$596,515.09.

After discussion, Mr. Chad Jester entered a Motion that Pay Requisition #7 in the amount of \$596,515.09 for billing of the WWTP project to Daris Contractors be approved; Mr. Terry Hurst Entered a Second to the Motion.

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

The Motion to approve Pay Requisition #7 in the amount of \$596,515.09 for billing of the WWTP project to Daris Contractors, stands approved as presented.

Discussion and action on approval to sell 2013 Ford ½ ton pickup by sealed bid to highest bid over \$4,500.00

Mr. Rick Lang is asking for approval to sell the 2013 Ford ½ ton pickup with 156,000 miles on it. It is in poor condition but it does run. According to Kelly Blue Book \$4,500.00 is a fair price for this vehicle.

After discussion, Mr. Gary Rogers entered a Motion on approval to sell 2013 Ford ½ ton pickup by sealed bid to highest bid over \$4,500.00, be approved; Mr. Chad Jester Entered a Second to the Motion.

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

Discussion and review on Water plant and distribution issues.

Mr. Rick Lang stated that we are still having filter issues, Ron Malcom with Filter Technologies is coming out next Wednesday to test the media. One backwash pond is completely finished now. They are supposed to be starting the next pond this week or next.

No questions or discussion arose on the Water Plant and Distribution and no action was required at this time.

Discussion and review of establishing a permanent water connection with Broken Arrow at 81st & 209th.

Mr. Rick Lang stated that he has talked to Kenny Schwab with the City of Broken Arrow. They are proposing to put in a vault with one meter with two valves. If we need water we can buy it from them and as well they can buy it from us if they are in need. Mr. Rick Lang would like authorization to talk to the City of Broken Arrow about establishing a permanent water connection. After discussion, Mr. Terry Hurst entered a Motion to give Mr. Rick Lang permission to talk to the City of Broken Arrow for a permanent water connection at 81st & 209th be approved; Mr. Gary Rogers Entered a Second to the Motion.

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

Discussion and Review on Waste Water Plant and collection issues.

Mr. Rick Lang stated that they are full staff and that Mr. Jeff Baker is the new Sewer Plant Supervisor. They are keeping caught up with their work, mowing, ect. Down the road we may have to hire another employee for the Sewer Department once the new plant is in working order. After discussion, Mr. Lang said he had no additional information; no discussion ensued and no action was required.

Discussion and review on Oneta power activity.

The District's Business Manager, Mr. Thomas Faulk directed the Board's attention to variances [Tab 7]. 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 792,000,000 gallons as compared to the prior year figure of 779,000,000 gallons, reflecting a increase of +1.67%; corresponding revenue for YTD was \$289,606.21 contrasted with \$287,295.92 for the prior year also, reflecting a percentage of increase at +.80%.

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

Old Business.

Mr. Thomas Faulk stated that in our employee handbook there is a Continuing Education section that is unclear. The handbook does not state what is covered, books, tuition, both books and tuition. Also is does not state that the company needs proof of grades etc. After discussion Mr. Thomas Faulk will draft something up and the item will be tabled to the October board meeting. 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. Faulk stated that there is no 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 13]. Check # 10249 for Jim Self will be voided due to him not attending the board meeting. 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, absent; 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 14] to review the information. As of August 26th, the aggregate value had shown an decrease in value from \$724,816.21 to \$715,722.28.

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; Terry Hurst Seconded the Motion. Roll call: Mr. Charles Stinnett yes; Mr. Gary Rogers, yes; and Mr. Jim Self, absent; Mr. Terry Hurst, yes, Mr. Chad Jester, yes. The Motion to Adjourn at 8:30 PM stands approved.