

Wagoner County Rural Water District #4

Annual Board Meeting

October 2, 2025

7:30

Call to order: Chad Jester called the meeting to order at 7:30 pm.

Board Members present: Mr. Chad Jester, Mr. Jim Self, and Mr. Terry Hurst, & Mr. Bart Morris, all present.

Staff Present: Mr. Thomas Faulk, Mr. Rick Lang, Ms. Brittany Shaw, Mrs. Dala Hedge, Mrs. Sandi Mullins, Ms. Kristina Doyle, Mr. Jeff Baker, Mr. CJ Stamper & Mr. Shannon Hayes all present.

Mr. Duane Riffe, Attorney over the phone, Mr. Ryan Smith of Kimley Horn, District Engineer; and Mr. Chris Gullekson, CPA District Auditor with Bledsoe, Hewett & Gullekson, present

Citizens Present: No Citizens were present

The first order of the evening was the Call to Order by Chad Jester, followed by the Roll Call from Rick Lang, Operations Manager.

Mr. Thomas Faulk then began by introducing himself and each of the Members of the Board of Directors. Mr. Gary Rogers, Vice-Chairman has served for 22 years; Mr. Jim Self Assistant Secretary, 15 years; Mr. Chad Jester, Secretary-Treasurer joined the Board 5 Years; Mr. Terry Hurst, Member 4 Years, and Mr. Bart Morris, Member joined the Board 1 Month ago.

Mr. Rick Lang then introduced the operations staff that was present, acknowledging their respective years of service Mr. Jeff Baker, 17 years; Mr. Shannon Hayes, 3 years; and Mr. CJ Stamper, 1 year.

Mr. Faulk, then introduced Mr. Duane Riffe, Attorney for the District for 43 years of service and District engineer, Ryan Smith with Kimley Horn; he noted that he has provided engineering services to the District for 22 years. Mr. Thomas Faulk the District Business Manager of 3 years, introduced Chris Gullekson, CPA with Bledsoe, Hewett & Gullekson, the outside audit firm for the past 16 years.

Mr. Faulk then introduced those members of the RWD#4 Customer Service staff present, acknowledging their respective years of service to the District: Mrs. Dala Hedge, Accounts Payable/Payroll, 20 years, Ms. Brittany Shaw, Bookkeeper 6 years. Mrs. Sandi Mullins, Customer Service 5 years, and Ms. Kristina Doyle 1 year.

The sign-in sheet of the Annual Board Meeting Attendees is attached hereto and incorporated into the official record.

Proof of Notice of the Meeting

Business Manager Mr. Thomas Faulk directed attention to the Notice of Annual Meeting provided to all tap holders [Tab 3], the Notice of Publication of the Annual Meeting [Tab 4] as published on Wagoner County Rural Water District #4's website, in the Tulsa World, the Wagoner County American Tribune and Affidavit-of-mailing validated by Mr. Scott Coggins, [TPSI] verifying the mailing of notice to all Rural Water District #4 tap holders on June 30, 2025 in full compliance with all open-meeting regulations.

Reading and Approval of the Minutes of the October 3, 2024 Board Meeting.

Mr. Faulk directed attention to the published Minutes for the 2024 Annual Meeting [Tab 5]; Mrs. Sandi Mullins made motion to accept the minutes as presented. Mr. Chad Jester moved to second the Motion to not read the 2024 meeting minutes. An oral vote was called on the Motion; all respondents answered aye, no objections were entered, the Motion to Approve the minutes as recorded is approved. The Minutes of the Annual Board Meeting for 2024 are herewith incorporated into the permanent District Board Records.

Qualifications for Directors

Mr. Thomas Faulk turned the floor to Attorney Duane Riffe who briefly reviewed the qualifications for members of the Board of Directors under the Districts By-Laws. Attorney Duane Riffe related that any candidate must 1) be a benefit holder and candidates must have at least one (1) tap in good standing within the district, 2) District By-Laws, Article 7 (a, b) stipulates that a written Notice of Candidacy must be filed not less than forty-five (45) days nor more than ninety (90) days prior to the Annual Meeting. He stated that Board Member positions have rotating term expiration; he noted that there are two Members Ward 1 & 2 positions to be filled in the election on the Board, the incumbents have met the candidacy requirements and there was no opposition. Mr. Riffe noted that electing them by acclamation will be in order.

Election of Director(s)

Mr. Faulk took the floor to explain the process of election of Directors; he referred attendees to the record of candidate filing [Tab 6]. He reiterated that the applicant had met candidacy requirements. Mr. Gary Rogers is to be elected by acclamation. Mrs. Sandi Mullins made motion to elect Mr. Gary Rogers by acclamation, Mr. Terry Hurst seconded the motion. All respondents answered aye, no objections were entered. Mr. Jim Self had met candidacy requirements and is to be elected by acclamation. Mrs. Sandi Mullins made motion to elect Mr. Jim Self by acclamation, Mr. Chad Jester seconded the motion. All respondents answered aye, no objection was entered. The motion carried.

Annual Audit Report

Mr. Thomas Faulk directed attention to the Audit report [Tab 7] and re-introduced Mr. Chris Gullekson, CPA with the District's Auditing firm, Bledsoe, Hewett & Gullekson, CPA's LLP [the independent external audit firm for the District]. Mr. Gullekson began to address the Board and attendees regarding the report. He related that the full audit document addresses the responsibilities of the District's Management and those of the Independent Auditor to comply with the Government Accounting Standards (issued by the Comptroller General of the United States).

Mr. Gullekson explained that this audit covers the fiscal period of July 1, 2024 through June 30th 2025; he remarked that most of the financial information remains consistent from year to year with the variable factor being that the District's continued growth.

Mr. Gullekson stated that in their opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business activities of the District as of June 30, 2025 and the respective changes in financial position and cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

With no additional questions or discussion, Mrs. Sandi Mullins entered a Motion that the board approve the Audit Report as entered into the record; Mr. Terry Hurst moved to Second the Motion. An oral vote was called--- all respondents answered aye, no nay vote was entered; the Motion approving the Annual Audit Report was carried and entered into the official record.

Annual Engineering Report

Mr. Rick Lang turned the floor to Mr. Ryan Smith representing Kimley Horn. to present the Engineer's Report 2025 [Tab 8]. He briefly reviewed the history of Kimley Horn and their qualifications which are specific to water & sewer districts as well as his responsibilities with the firm on behalf of the District.

Ryan's review included recently completed 2025 and future Projects and developments, Eight (8), hydraulic analyses this past year: Tiger Trails, Hughes 160, Unnamed Development at 121st & 225th, Mountain Creek, Steve Vollmer, McClintock Acres, Midway East Update and Willow Creek.

209th Waterline Relocations (61st to 81st) This relocation between 71st & 81st Streets was completed last year and consisted of approximately $\frac{3}{4}$ mile of 12-inch waterline. The second phase of this relocation, from 61st to 71st, consists of approximately 2,800 feet of 12-inch waterline and recently completed construction. These waterline projects are included in the roadway improvements projects and paid for by the City of Broken Arrow.

OWRB Wastewater Treatment Plant is currently in the construction phase, the proposed mechanical wastewater treatment plant will have a design capacity of 0.98 million gallons per day (MGD) and will serve the District's sewer area for the foreseeable future. This mechanical treatment plant will replace the existing lagoon system which is under consent order from ODEQ due to discharge permit violations.

This state-of-the-art mechanical wastewater treatment plant will meet EPA standards and is being designed to accommodate the growth anticipated over the next 30 years. This project also includes upgrades to the two largest District lift stations in order to efficiently convey wastewater to the new plant. The new plant was started up in August and will soon move to the final phase of remediating the existing lagoon system and converting them into flow equalization basins.

193rd E Ave from 51st to 61st streets, Broken Arrow is in the process of widening this roadway. There are minor relocations to box existing 12" and 4" waterlines associated with the roadway improvements that will be performed to accommodate the widening. The cost of the improvements will be paid for by the City.

Water Treatment Plant Chloramine Conversion/Chemical Optimization, this project is currently under construction and in the material procurement phase. The actual construction of the improvements will begin later this year and come online at the end of 2025 or early 2026. These changes will help the District meet current and future EPA requirements and allows the treatment plant to produce water more efficiently.

Oak Grove Road Widening (Admiral Place to 21st Street), Relocations to accommodate roadway improvements for the water main were recently completed. All that remains is the relocation of approximately 6 long water meter service crossings.

71st to 101st Street, Oak Grove will also be widened from 71st to 101st Streets that will likely impact multiple District waterlines. Preliminary design of these improvements is complete and has been reviewed and final plans are being developed to be permitted and enter into construction in early 2026.

City of Broken Arrow Permanent/Temporary Connections, two temporary connections with the City of Broken Arrow are currently in place, one at Evans & Kenosha and one at Highland Ridge at Quincy place (near Highland Park Elementary). A permanent connection, at 81st & 209th, will be constructed in the near future. These connections provide the District supplemental water during high usage in the summer months. Recently, a second permanent connection at 101st Street & 193rd E. Ave., was completed. This connection will provide redundant fire protection to the proposed BA Events Park upgrades.

Muskogee Turnpike Interchange at Oak Grove & spur to Highway 51. This project will include relocation of existing 12", 4", and 6" waterlines as well as the Blue Springs pump station to accommodate the proposed Turnpike interchange. This project will also include betterments to allow for the District to have a 12" trunk line under the Turnpike connecting north that will eventually tie into the Oak Grove Widening project from 71st to 101st. This project is currently in preliminary design and is anticipated to go to construction in 2026.

2025 Capital Improvements Projects. The 2025 Capital Improvements projects consist of construction of 3,500 feet of 12" waterline on Oneta Road from 91st Street to SH-51 and new back up generators at the

water treatment plant. The waterline improvements are complete and in service with only final cleanup remaining. The backup generators for the WTP are in final design and will enter the construction phase towards the end of 2025 or early 2026.

US-64 Relocation Project. This project consists of approximately 5 miles of waterline relocation ranging in size from 2" to 10" along the US-64 corridor between Leonard and Haskell. This project will consolidate multiple waterlines into a single, larger waterline, that will benefit ODOT and the District. It is anticipated to begin preliminary design later this year or early 2026 and move into construction later that year or early 2027.

Mr. Smith then presented a synopsis of the sanitary sewer system, noting that waste water is currently being collected and processed from thirty-four (34) subdivisions and pumped through twenty-two (22) sewer lift stations. The District treatment plant is an advanced treatment mechanical plant that includes influent screening and grit removal, an Aeromod activated sludge system, and ultraviolet disinfection. The Aeromod system uses a patented method via continuous flow with sequencing aeration and a continuous flow clarifier to achieve efficient biological nutrient removal from wastewater to meet permit requirements. The facility can handle 980,000 gallons per day. Mrs. Sandi Mullins entered a Motion that the Board accept the Engineer's Report as entered into the record: Mr. Chad Jester moved to Second the Motion. An oral vote was called; all respondents answered aye, no nay vote was entered; the Motion accepting the Engineer's Report carried as entered.

Old Business.

Mr. Faulk and Mr. Lang each stated for the record that they had no old business to bring before the board. No action is 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. Lang stated that he had no new business; Mr. Faulk stated that he had no new business. There were no questions at that time.

Adjournment.

With no further business to conduct, Mrs. Sandi Mullins entered a Motion to Adjourn and Mr. Chad Jester moved to Second the Motion. An oral vote was taken; the response was unanimous with all responding, aye. The motion stands approved; the meeting is herewith adjourned.

The Meeting Stands Adjourned at 8:06 p.m.