**Rural Water District #4**

**Wagoner County**

**Regular Board Meeting**

 **December 14, 2021**

**7:00 PM**

**Join Meeting: call 480-712-7555 ID:1151-258-2331**

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| **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. Bill Giles, Mr. Rick Lang  |
| **Citizens Present:**  |  |
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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 11-09-2021 Regular Board Meeting.**

Chairman Charles Stinnett called for review of the Minutes recorded for the 11-09-2021 Regular Board Meeting [Tab 2]. Following Board review and no discussion. Roll Call Only: Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim Self, not present, Mr. Terry Hurst, yes, Mr. Chad Jester, yes. The Minutes of 11-09-2021 Regular Board Meeting were roll call only.

**Discussion and action on approval on items from citizens present.**

1. **Nora Gordon: Requesting release of water service from RWD #4 to City of Broken Arrow for client property on 71st street, east of 209th, on the south side of 71st. (Bells Park)**

Mr. Rick Lang stated that Nora Gordon was requesting a release for water service for the first Phase of Bells Amusement Park. Ms. Nora Gordon stated that we have a 12-inch water line on 81st. There is also City of Broken Arrow water on the property at 71st Street. What Nora Gordon is requesting is that they will be building the kid park first. They are asking that the City of Broken Arrow service everything North and West of the creek. They would let the water park & any additional additions be serviced by Wagoner Co. Rural Water District 4. Mr. Rick Lang requested that he would like to see something in writing that states that the district would be serving the additional land. Mr. Rick Lang stated to Mr. Duane Riffe to write up an agreement stating that everything at the top in the yellow and the orange everything from there south would remain Wagoner County Rural Water District #4 and we would serve the water, that remains in our district. The agreement also needs to state that it is not released until substantial completion of the plat.

After discussion, Mr. Gary Rogers entered a Motion that the release of water service from RWD #4 to City of Broken Arrow for client property on 71st street, east of 209th, on the south side of 71st be approved; Mr. Chad Jester Entered a Second to the Motion.

Roll Call: Mr. Jim Self, not present; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The Motion to approve the release of water service from RWD #4 to City of Broken Arrow for client property on 71st street, east of 209th, on the south side of 71st, stands approved as presented.

No other citizens present.

**Discussion and Review of the Manager’s Report/Status Report.**

Mr. Giles referred the Board to the Manager’s Report [Tab 3]. Mr. Rick Lang’s first order of business was to relate that there has not been any water purchased from the City of Tulsa for November. He then related that November sales records confirm sixty-six (66) meters sold during the month and thirty-eight (38) meters installed, the meters set were by Tommy, Maintenance, and Dan Glowacki.

The pumpage from the water plant in October was 73,500,000 gals. He had no additional information; no discussion or questions arose --- no action was required.

**Discussion and Review on the Engineering Report.**

 Mr. Giles referred the Board to the Engineering report [Tab 3]. The 61st Street to 81st on 209th E. Ave. Mr. Ryan Smith received an inquiry from City of Broken Arrow about the location that an additional road crossing. The Water Treatment Plant Chloramine Conversion Mark Mulder is finalizing the recommendations. On the Wastewater Treatment Plant the preconstruction meeting was December 7th. It is still estimated to begin January of 2022.

Rick 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. Giles referred the Board to The Business Manager’s Report [Tab 3, final page] to review account balance figures as of the end of August.

The New Debt Service Fund has a balance of $137,361.23.

Oneta Energy update: November bill submitted.

The Reserve Fund has a balance of $2,089,763.99.

The Current Debt Service Reserve balance $169,308.86.

Oath of office forms. Mr. Jim Self still needs to sign.

Mr. Giles also referred to [Tab 9] two DEQ permits for Oneta Farms phase 5 sanitary sewer and Box Valley Ranch.

[Tab 11] has the 2022 filed Meetings.

One remaining item is Mr. Bill Giles will be retiring by the end of January 2022.

 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 Pay Requisition #8 in the amount of $90,673.49 for billing of the 101st Street Relocation project.**

Mr. Giles referred the Board to [Tab 4 pg. 1]. Mr. Ryan Smith stated that pay request #8 is for $80,795.60 to Cook Consulting and to POE for $9,877.89.

After discussion, Mr. Chad Jester entered a Motion that the Pay Requisition #8 in the amount of $90,673.49 for billing of the 101st Street Relocation project for materials and Engineering be approved; Mr. Terry Hurst Entered a Second to the Motion.

Roll Call: Mr. Jim Self, not present; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The Motion to approve the Pay Requisition #8 in the amount of $90,673.49 for billing of the 101st Street Relocation project., stands approved as presented.

**Discussion and action on** **approval of a change in the highest sealed bid at or over $5,000.00 to $4,000 for the 2012, Chevy 1500 pickup declared to be excess inventory by Board action.**

Mr. Rick Lang stated that a bid came into the office for $5,400.00 before the vehicle was lowered.

David Tyler purchased the 2012 1500 pickup declared to be excess inventory by Board action.

After discussion, Mr. Gary Rogers entered a Motion to approve the sealed bid in the amount of $5,400.00 to be approved; Mr. Chad Jester Entered a Second to the Motion.

Roll Call: Mr. Jim Self, not present; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The Motion to approve the sealed bid in the amount of $5,400.00, stands approved as presented.

**Discussion and action** **on approval of a change in the highest sealed bid at or over $7,500.00 to $6,500 for the 2014 Ford F150 pickup declared to be excess inventory by Board action.**

The district did not receive any sealed bids on the truck. Mr. Rick Lang is recommending that the bid be lowered to $6,500.00.

After discussion, Mr. Chad Jester entered a Motion to approve of a change in the highest sealed bid at or over $7,500.00 to $6,500 for the 2014 Ford F150 pickup declared to be excess inventory by Board action; Mr. Terry Hurst Entered a Second to the Motion.

Roll Call: Mr. Jim Self, not present; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; Mr. Terry Hurst, yes, Mr. Chad Jester, yes.

The Motion to approve of a change in the highest sealed bid at or over $7,500.00 to $6,500 for the 2014 Ford F150 pickup declared to be excess inventory by Board action, stands approved as presented.

 **Discussion and review on Water plant and distribution issues.**

Mr. Rick Lang stated that the fans that are on order for the VFD have shipped. A new VFD has been ordered and it should arrive in February 2022. Once the new one arrives, and is installed the old one will be put it in storage for parts. Mr. Lang is stating that in the next two years we will put one in the budget to replace the other two remaining VFD’S. There were two places on a 16-inch line that blew out in the last three weeks. The breaks were about a mile and half apart. Mr. Lang believes that in the process of shutting the lines down there is a 16-inch valve that is not opening up. We are looking at ways to test in different locations to see what the flow is. No questions or discussion arose on the Water Plant and Distribution and no action was

required at this time.

**Discussion and Review on Waste Water Plant and collection issues.**

Mr. Rick Lang stated the week prior to Thanksgiving, Keith Nixon’s wife called him on Monday morning that Keith was in the hospital and that they were probably going to admit him. Tuesday, his wife called again stating that he had appointments. Mr. Lang told her to just let him have the rest of the week off with PTO or Vacation. Wednesday Rick received a call from Bill and Dala. Keith was not authorized to drive a company truck per doctor’s order, and Keith was in a company truck. Rick called Keith and asked him for a doctor’s release, Keith told him it was at the doctor’s office and he hasn’t picked it up. Rick told him that he cannot drive until the doctor’s release was in the office and to not drive the company truck anymore. It wasn’t 2 or 3 hours later Rick received another call that Keith had wrecked the company truck. Keith has previously been written up twice for no show to work and no time off request turned in. Also, Rick was provided 23 videos of Keith sleeping during working hours at the sewer plant. Monday December 6th Rick and Bill called him into the office and explained the situation that he put himself and the district in. Rick gave Keith the choice to retire immediately or be terminated. Keith stated that he retired. Even though he stated that he retired Keith has went and filed an unemployment claim. 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. Bill Giles 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

1,070,000,000 gallons as compared to the prior year figure of 1,596,000,000 gallons, reflecting a decrease of -33.0%; corresponding revenue for YTD was $394,674.75 contrasted with $589,889.59 for the prior year also, reflecting a percentage of decrease at -33.1%.

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

required.

**Old Business.**

 Mr. Rick Lang received a call from Anthony Wilkins from City of Tulsa about the Turkey Springs, easement that we said we would give up. Our tower in Turkey Springs sits on a big lot. Anthony is asking if the district has the deed to the plot. When City of Tulsa purchase the land that was one of the pieces of property that they purchased. Rick researched it and found where the property was sold to the district. We paid a $1,000 earnest payment and a $7,000 balance payment in November 1979 from WW Works (Plantation Properties). 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 reasonable foreseen prior to the time of posting the agenda or any revised agenda.**

Neither Mr. Bill Giles nor Mr. Rick Lange have new business. No action was required.

**Discussion and action of the Claims Lists.**

Mr. Giles directed the Board to the Claims Lists [Tab 12]. Following the Board’s review of the Claims Lists, Chairman Stinnett inquired as to any questions or discussion. Mr. Gary Rogers entered a Motion that the Claims List be approved; Mr. Chad Jester Entered a Second to the Motion.

Roll Call: Mr. Jim Self, not present; 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. Giles referred the Board to the Investment Statement, [tab 15] to review the information. As of November 26th, the aggregate value had shown an increase in value from $797,385.02 to

$800,929.36.

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 Regular Meeting; Chad Jester Seconded the Motion. Roll call: Mr. Charles Sinnett yes; Mr. Gary Rogers, yes; and Mr. Jim Self, not present; Mr. Terry Hurst, yes, Mr. Chad Jester, yes. The Motion to Adjourn at 8:27 PM stands approved.