

**Rural Water District #4
Wagoner County
Regular Board Meeting
December 15, 2020
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. Arnold Kunze, Mr. Charles Stinnett, Mr. Jim Self and Mr. Gary Rogers, on phone-present. Mr. Chad Jester, present.

Staff Present: Mr. Bill Giles, 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, on phone-present; Mr. Charles Stinnett, present, and Mr. Arnold Kunze, present. Mr. Chad Jester, present.

Discussion and action on Approval of the Minutes of the 11-10-2020 Regular Board Meeting.

Chairman Charles Stinnett called for review of the Minutes recorded for the 11-10-2020 Regular Board Meeting [Tab 2]. Following Board review and without discussion, Mr. Chad Jester entered a Motion that the Minutes of 11-10-2020 Regular Board Meeting be approved; Mr. Jim Self Moved to Second the Motion. Roll Call: Mr. Arnold Kunze, yes; Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; and Mr. Jim Self, yes. Mr. Chad Jester, yes. The Minutes of 11-10-2020 Regular Board Meeting stand approved as entered.

Discussion and action on approval on items from citizens present.

No 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 had been 5,300,360 gallons of water purchased from the City of Tulsa for November. He then related that November sales records confirm fifty-five (55) meters sold during the month and fifty-six (56) meters installed.

There was one large leak and a few small leaks in November. Emerald Valley had a large line break. There was another large leak at 91stst & 257th for about 120,000 gallons. The pumpage from the water plant in November was 63,304,000 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 District's Engineer, Ryan Smith stated that there are a couple of will serve letters for two developments. Eagle Point VI with 53 lots of water service and Highland Park 54 lots with water and sewer service. The 209th water line project, there are no changes from last month. On the 101st St relocations there will be a bid opening on December 23rd. Ryan anticipates presenting that to the board in January. On 193rd E Ave from 51st to 61st there hasn't been many changes. The 61st St from 193rd E. Ave to 209th E Ave, that project will be going to DEQ in the near future.

The 193rd E. Ave. & 41st Street Intersection, there have not been any changes on this project. The 81st & Wright Place, there has not been any changes on this project. The Water Treatment Plant Chloramine Conversion they are very close to having a proposal of the report phase submitted to the District in the January meeting. The Wastewater Treatment Plant has resubmitted the revised documents to ODEQ answering their questions on November 18. We are hoping to have ODEQ permits and begin the bid process at the end of January. Construction is looking at late spring 2021.

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

The New Debt Service Fund has a balance of \$85,311.07.

The Rural Development Reserve Fund currently stands at \$376,7732.05.

Oneta Energy update: Nov. bill submitted.

The Reserve Fund has a balance of \$1,439,767.85.

Monthly Billing Recap update.

The Current Debt Service Reserve balance \$101,242.55.

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 #29 in the amount of \$48,662.41 for work performed in November 2020 and engineering and Inspection during this time period.

Mr. Giles referred the Board to [Tab 4]. This is for the work that Cook did from October 26 thru November 23rd, and also the inspection and engineering during this time. Pay Request #29 includes payment to Cook Consulting for FAP Waterlines Pay request #27 for \$39,676.85, and to the engineer for \$8,985.56. After discussion, Mr. Jim Self made a motion to approve Pay Requisition #29 in the amount of \$48,662.41 and Mr. Chad Jester seconded the motion. Roll call: Mr. Arnold Kunze, yes; Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim self, yes; Mr. Chad Jester, yes. The motion stands approved as entered.

Discussion and review on Water plant and distribution issues.

Mr. Rick Lang stated that we have been shorthanded and we have hired a temp employee from Express. He is working out pretty well, with him we are full staffed and he will be trained and ready to go on his own as of January 1st. Once our time with the temp agency is up we will have the option to hire him on full time. As far as the water plant is running pretty good, we are replacing a pump on the north clear well.

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 that a couple of grinder pumps failed this past month. There has been a generator repair due to mice.

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 1,596,000,000 gallons as compared to the prior year figure of 1,364,000,000 gallons, reflecting a increase of +17.0%; corresponding revenue for YTD was \$589,889.59 contrasted with \$504,863.87 for the prior year also, reflecting a percentage of increase at +16.8%.

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

Review of the Budget Report.

Mr. Giles referred the Board that there is not a tab or report. He stated that just about every month there are some overages that occur because of new meters getting installed that are read initially showing a negative value which in turn generates a billing of large proportions. Unless all are caught and corrected before closing the month, the Budget becomes distorted by the inflated values. One billing in particular, of a 10 dial meter, resulted in a 1.4 million dollar billing. Since the corrections would only post in December business, the November Budget report was totally inaccurate and therefore was not available as an exhibit. The correct information will be reflected as an exhibit. The correct information will be reflected in the December report. With that we have a window of time to get the reports done, this month we had more than usual meters and have not got it completed. After a

short discussion, Mr. Giles stated that unless there were any questions, he had no additional information concerning the budget. Chairman Stinnett inquired if there were any questions or discussion; none arose, and no action was required.

Old Business.

Neither Mr. Bill Giles nor Mr. Rick Lang had any old business to report. 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 Lang had any new business to report.

There was no further discussion and no action 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. Jim Self Entered a Motion that the Claims List be approved; Mr. Chad Jester Entered a Second to the Motion. Roll Call: Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; and Mr. Arnold Kunze, 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 27th, the aggregate value had shown a increase in value from \$790,310.67 to \$796,481.95.

There was no further discussion and no action required.

Adjournment

With no further business to conduct, Mr. Chad Jester Entered a Motion to Adjourn; Mr. Jim Self Moved to Second the Motion. Roll Call: Mr. Arnold Kunze, yes; Mr. Charles Stinnett yes; Mr. Gary Rogers, yes; and Mr. Jim Self, yes; Mr. Chad Jester, yes. The Motion to Adjourn stands approved.

The meeting stands adjourned at 7:39 p.m.