

**Rural Water District #4
Wagoner County
Regular Board Meeting
February 14, 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 (on phone), 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 by phone, and Mr. Terry Hurst, present.

Discussion and action on Approval of the Minutes of the 1-10-2023 Regular Board Meeting

Chairman Charles Stinnett called for review of the Minutes recorded for the 1-10-2023 Regular Board Meeting [Tab 1]. Mr. Jim Self entered a Motion to approve the Minutes of the 1-10-2023 Regular Board Meeting. Mr. Chad Jester 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 1-10-2023 Regular Board Meeting, stands approved as presented.

Discussion and action on approval on items from citizens present.

No citizens are present. No action 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 8,653,400 gallons of water was purchased from the City of Tulsa. He then said that January sales records confirm twenty (20) meters sold during the month and set meters were twenty-nine (29) meters installed.

The pumpage from the water plant in January was 71,732,000 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) has opened bids and they are awarding it to Cherokee Pride Construction. Oak Grove Road from Admiral Place to 21st Street will be having a field meeting soon. On the Water Treatment Plant Chloramine Conversion, over the next 4 months the engineering report will be completed and the target date of Summer of 2024 is being set for complete conversion of the WTP to chloramine disinfection. Rick is currently working to replace the old expended filter media in the south filters to help with production over the upcoming Summer months. On the SH-51 & 91st Street Intersection preliminary plans are complete and final plans are being worked to submit to the utility coordinator and ODEQ for permitting. This project will be advertised for bid as soon as permits are received. The ARPA Waterline Project plans are complete. The City of Broken Arrow Permanent Connection had a kickoff meeting on January 9th and will be overseeing and reviewing all engineered plans and specifications related to this project. As of February

10th, Ryan will no longer be employed with Poe & Associates. Over the past few weeks there have been several meetings discussing the transition of his employment with Poe to another firm. While all of the details have not been worked out, Ryan told the Board that he will do everything needed to ensure that the District will continue to be fully serviced in all aspects of engineering and construction moving forward. Ryan, along with Poe, would be honored to continue working for the District in the future. Ryan mentioned that in his absence Poe will not have an engineer to cover water projects. The district will need to have a Special Board Meeting to discuss and make a decision if it is in the districts best interest to switch Engineering Firms from Poe to Kimley-Horn or to pursue another option.

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 January.

The New Project Fund has a balance of \$366,354.56.

Oneta Energy update: January bill submitted for \$88,560.72.

The Reserve Fund has a balance of \$3,384,640.83.

ARPA Application & DWSFR Principal Forgiveness Update

Edward jones CD \$73,000.00

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 review of recommendations from rate study performed by ORWA. Consider action on approval of recommendations.

Mr. Faulk referred the Board to [Tab 3]. Mr. Mark Matheson with Oklahoma Rural Water Association did a rate analysis on the district. He had various recommendations for the district all of which are included in the board book.

Discussion and action on approval to open account at BancFirst for Employee Fund.

Mr. Faulk referred the Board to [Tab 4]. The previous Employee Fund account at FNB Coweta does not offer any interest. After talking to several banks, BancFirst offers sweep accounts that pay interest from 3.75% to 3.95% which are US Treasury accounts. If approved we would move the funds from FNB Coweta to BancFirst. Mr. Chad Jester entered a Motion to approve closing the account at FNB Coweta and opening an account at BancFirst for the Employee Fund. 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 to close the account at FNB Coweta and to open the account at BancFirst for the Employee Fund, stands approved as presented.

Discussion and action on approval to reduce minimum bid for the 2013 Ford F-150 pickup from \$5,100.00 to \$4,500.00.

Mr. Rick Lang stated that a bid came in yesterday after the agenda was made so there was no need to reduce the minimum bid. They opened the sealed bid and it was for \$5353.00. Mr. Chad Jester entered a motion to approve the sale of the 2013 Ford F-150 pickup for \$5353.00; Mr. Gary Rogers 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 sale of the 2013 Ford F-150 pickup for \$5353.00, stands approved as presented.

Discussion and action on approval to sell 2012 Chevrolet Silverado pickup for minimum bid of \$11,000.00.

Mr. Rick Lang said that he looked up the vehicle on Kelly Blue Book and the private sale fair value range was \$9241.00 – \$13,001.00. Rick recommended we set the minimum bid at \$11,000.00. Mr. Chad Jester entered a motion to approve the sale of the 2012 Chevrolet Silverado pick up for a minimum bid of \$11,000.00; 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 sale of the 2012 Chevrolet Silverado pick up for a minimum bid of \$11,000.00, stands approved as presented.

Discussion and action on approval of Disbursement Request #12 for Daris Contractors for \$485,731.08 & Poe Engineering for \$16,991.65-WWTP.

Mr. Faulk referred the Board to [Tab 6]. Mr. Ryan Smith stated that this request is for work completed in December 26th, 2022 through January 25th, 2023. Pay Request #12 includes payment for Daris Contractors in the amount of \$485,731.08 and payment for Poe & Associates in the amount of \$16,991.65 for a total of \$502,722.73. Mr. Jim Self entered a Motion to approve pay request #12 for Daris Contractors for \$485,731.08 & Poe Engineering for \$16,991.65; 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 pay request #12 for Daris Contractors for \$485,731.08 & Poe Engineering for \$16,991.65, stands approved as presented.

Discussion and action on approval of pay request #20 for Cook Consulting for \$274,250.10 & POE Engineering for \$4,634.17, 101st St. relocation.

Mr. Faulk referred the Board to [Tab 7]. Mr. Ryan Smith stated that this request is for December 26th, 2022 through January 25th 2023. Pay request #20 includes payment for Cook Consulting in the amount of \$274,250.10 & POE Engineering for \$4,634.17. Mr. Gary Rogers entered a Motion to approve pay request #20 for Cook Consulting for \$274,250.10 & POE Engineering for \$4,634.17; 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 payment for Cook Consulting in the amount of \$274,250.10 & POE Engineering for \$4,634.17, stands approved as presented.

Discussion and action on approval of change order #6 for WWTP in the amount of \$10,259.30.

Mr. Faulk referred the Board to [Tab 8]. Mr. Ryan Smith stated that this request is a change order for WWTP in the amount of \$10,259.30. This includes two check valves; these check valves must be placed in vaults and were not called out in the plans. Mr. Chad Jester entered a Motion to approve change order #6 for WWTP in the amount of \$10,259.30; Mr. Gary Rogers Entered a Second to the Motion.

The Motion to approve of change order #6 for WWTP in the amount of \$10,259.30, stands approved as presented.

Discussion and approval of change order #1 for 101st street relocations in the amount of (\$159,672.00) and adds 480 days.

Mr. Faulk referred the Board to [Tab 8]. Mr. Ryan Smith stated that this is a savings of \$159,672.00 but it adds 480 days to the project. The money will stay with the state. It will not come back to the water district. Mr. Chad Jester entered a Motion to approve change order #1 for 101st street relocations in the amount of (\$159,672.00) and add 480 days; 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 change order #1 for 101st street relocations in the amount (\$159,672.00) and add 480 days, stands approved as presented.

Discussion and Review of Broken Arrow request to acquire water lines west of County Line on 96th St.

Mr. Faulk referred the Board to [Tab 9]. Mr. Rick Lang stated we have a 2 inch line on 96th St. and a short distance on 97th. There was a house that burned down and customers are complaining to the City of Broken Arrow about the lack of fire hydrants in the area. The only way we can get a fire hydrant in this area is to upgrade the water lines from 91st to 101st and upgrade two lines that go on 96th St and 97th St for a total of 18 houses, the cost would be approximately half a million dollars to do this. Broken Arrow is requesting to acquire water lines west of County Line on 96th St since they have a water line in the area that could provide service for the fire hydrants. Mr. Lang proposed to see if Broken Arrow would take care of a meter vault on another project, in return for the district releasing these 18 houses. This item was brought up for discussion only. It will be on next months agenda for further discussion and/or voting.

Discussion and review of Water Plant and distribution issues.

Mr. Lang stated that there are two companies that have carbon. One company quoted \$45,000.00. The other quoted over \$200,000.00 for the carbon. We have enough money set aside for the project but we need to get the project finished. If we can get all of the filters finished before summer we may not have to buy water from the City of Tulsa.

Discussion and review of Waste Water Plant and collection issues.

Mr. Lang stated that we have had a couple lift station motors go out this past month. There was a line break at 96th St.

Discussion and review of Oneta Power Activity & Variances.

The District's Business Manager, Mr. Thomas Faulk directed the Board's attention to variances [Tab 10]. 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 94,000,000 gallons as compared to the prior year figure of 59,000,000 gallons, reflecting an increase of +59%; corresponding revenue for YTD was \$35,117.12 contrasted with \$21,877.41 for the prior year also, reflecting a percentage increase of +60%.

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. Discussion and review of ODEQ approval of waterline for Cedars at the Preserve.

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 referred the Board to [Tab 12] there is a DEQ Permit for Cedars at the Preserve. 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 14]. 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. 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 claims list, stands approved as presented.

Review of Investment Statement.

Mr. Faulk referred the Board to the Investment Statement, [tab 15] to review the information. As of January 27th, the aggregate value had shown an increase in value from \$699,150.14 to \$765,156.05.

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; Jim Self 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 8:54 PM stands approved.