

**Rural Water District #4  
Wagoner County  
Regular Board Meeting  
June 18, 2024  
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

**Others Present:** Ryan Smith, Engineer and Duane Riffe, Attorney by phone.

**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, 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 5-14-2024 Regular Board Meeting**

Chairman Charles Stinnett called for review of the Minutes for the 5-14-2024 Regular Board Meeting [Tab 1]. Mr. Chad Jester entered a Motion to approve the Minutes of the 5-14-2024 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, not present, Mr. Terry Hurst, yes, Mr. Chad Jester, yes. The Minutes of 5-14-2024 Regular Board Meeting, stand approved as presented.

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

No citizens present.

**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 12,048,800 gallons of water was purchased from the City of Tulsa. There was 931,538.25 gallons purchased from the City of Broken Arrow. He then said that May sales records confirm thirty-seven (37) meters sold during the month and set meters were forty-six (46) meters installed.

The pumpage from the water plant in April was 77,453,000 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 one private development this month. Peyravy South- Arrow East Industrial Park it will have Water only. The 209<sup>th</sup> Waterline (61<sup>st</sup> to 81<sup>st</sup>) the second phase, 193<sup>rd</sup> E. Ave. (51<sup>st</sup> to 61<sup>st</sup>), Oak Grove Road Widening, 71<sup>st</sup> to 101<sup>st</sup> Street have not had any changes. The Water Treatment Plant Chloramine Conversion has had the 6-week Chloramine study completed. The City of Broken Arrow Permanent/Temporary Connections are still in review with the City of Broken Arrow.

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 May.

The New Project Fund has a balance of \$829,091.41.

Oneta Energy update: May bill submitted for \$131,977.89.

The Reserve Fund has a balance of \$5,120,920.03.

Employee Reviews Finance Committee Meeting, Annual Budget, Annual Audit.

Meeting with Wagoner County Economic Development Director.

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 Disbursement Request #28 for Daris Contractors for \$246,841.72 and Poe Engineering for \$14,934.50.**

Mr. Faulk referred the Board to [Tab 3]. Mr. Ryan Smith stated that this request is for work completed in April 26<sup>th</sup>, 2024 through May 25<sup>th</sup>, 2024. Ryan spoke up that these are all expenses related to the ongoing WWTP and there is a lot of progress being made but they had 12 construction weather delays during this time period. Pay Request #28 includes payment for Daris Contractors in the amount of \$246,841.72 and Poe Engineering for \$14,934.50. Mr. Chad Jester entered a Motion to approve pay request #28 for Daris Contractors for \$246,841.72 and Poe Engineering for \$14,934.50; 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 pay request #28 for Daris Contractors for \$246,841.72 and Poe Engineering for \$14,934.50, stands approved as presented.

**Discussion and action on approval of pay request #2 for Oneta Rd. waterline project, 51<sup>st</sup> to 61<sup>st</sup>, for \$144,910.69.**

Mr. Faulk referred the Board to [Tab 4]. Mr. Ryan Smith stated that this is Pay request #2 reflects activities on this project from April 26, 2024 to May 25<sup>th</sup>, 2024. There were no construction weather delays requested during this period. Pay Request #2 includes payment for MSB Construction in the amount of \$144,910.69. Mr. Gary Rogers entered a Motion to approve pay request #2 for MSB Construction for \$144,910.69; 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 pay request #2 for MSB Construction for \$144,910.69, stands approved as presented.

**Discussion and action on approval of change order #15 for \$15,174.25 for WWTP.**

Mr. Faulk referred the Board to [Tab 5]. Mr. Ryan Smith stated that change order #15 was for \$15,174.25. In order to properly paint the operations building interior surfaces, the CMU block needs filler applied prior to paint. The block filler was not originally included in the contract and is being added via this change order. Change order #15 for \$15,174.25 for WWTP includes payment for Daris Construction in the amount of \$15,174.25. Mr. Chad Jester entered a Motion to approve change order #15 for Daris Construction for \$15,174.25; 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 change order #15 for Daris Construction for \$15,174.25, stands approved as presented.

**Discussion and review of Water Plant and distribution issues.**

Mr. Lang stated that all three of our river pumps are down. We are getting water out of Oneta reservoir. E-pumps is building one of our pumps as of today to get us back up and running. The air conditioner in the main building had to be replaced. He did not have anything else to report. There was no further discussion and no action required.

**Discussion and review of Waste Water Plant and collection issues.**

Mr. Lang stated that B1 lift station has all three new pumps in and a backup pump at the warehouse. There were a few grinder pumps that went out and Spring Lake lift station has had a few issues but other than that Rick did not have anything else to report. No other issues arose and no action was required.

**Discussion and review of Oneta Power Activity & Variances.**

The District's Business Manager, Mr. Thomas Faulk directed the Board's attention to Oneta activity 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 601,000,000 gallons as compared to the prior year figure of 538,000,000 gallons, reflecting variance of +11.7%; corresponding revenue for YTD was \$233,485.45 contrasted with \$199,936.95 for the prior year also, +11.8%.

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

#### **Old Business.**

Mr. Rick Lang & Mr. Thomas Faulk discussed performance of District contractor with Tommy Helton. 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. Thomas Faulk stated that there was no new business. No action was required.

**Claims Lists.**

Mr. Faulk directed the Board to the Claims Lists [Tab 10]. Following the Board's review of the Claims Lists, Chairman Stinnett inquired as to any questions or discussion. Check number 11748 for Mr. Jim Self in the amount of \$100.00 will be voided due to Mr. Jim Self not being present at the board meeting. Mr. Chad Jester entered a Motion that the Claims List be approved; Mr. Gary Rogers 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. Faulk referred the Board to the Investment Statement, [tab 11] to review the information. As of May 28<sup>th</sup>, the aggregate value has shown a increase in value from \$890,822.32 to \$900,000.72.

There was no further discussion and no action required.

**Executive Session – Employee reviews, wage & rate increases.**

Mr. Chad Jester Entered a Motion to enter Executive Session; Mr. Terry Hurst Seconded 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 enter executive session at 8:03 PM stands approved.

The board enters executive session at 8:03 p.m.

The board comes out of executive session at 9:16 p.m.

The board is approving a CPI increase of 3.5% for all employees plus the performance increase % that was presented by management. The board has approved a 8.5% raise for Rick Lang and Thomas Faulk.

The Board approved an additional “market adjustment” increase for Thomas Faulk.

In regards to “Benefit Options to consider the board” voted to increase the annual retention bonus from \$200.00 to \$250.00 for each completed year of the employee’s service. The board also wanted to adjust the vacation time benefit as follows: Vacation time will accrue throughout the year before completion of their 5<sup>th</sup>, 10<sup>th</sup>, 20<sup>th</sup>, and 30<sup>th</sup> anniversary so when the anniversary arrives the employee will have the amount of time accrued.

1<sup>st</sup> year anniversary, an employee shall receive 3 weeks of vacation (120 hours).

Starting the 4<sup>th</sup> year of service, the employee will accrue 4 weeks (160 hours) of vacation at 6.15 hours per pay period.

Starting the 9<sup>th</sup> year of service, the employee will accrue 5 weeks (200 hours) of vacation at 7.69hours per pay period.

Starting the 19<sup>th</sup> year of service, the employee will accrue 6 weeks (240 hours) of vacation at 9.23 hours per pay period.

They added the following that was not a prior benefit.

Starting the 29<sup>th</sup> year of service, the employee will accrue 7 weeks (280 hours) of vacation at 10.77 hours per pay period.

As a result of these changes management also found it necessary to update the policy for vacation time to be carried forward at the end of the calendar year from 80 hours to 120 hours.

The following rates were approved at previous Board meetings and implemented by management.



**Sewer Rates:**

Based on Consumer Price Index, recommended increase of 6% as of July 1<sup>st</sup> 2024;

Would change current rates to:

**Residential Use Fees:**

Wagoner County RWD #4 \$38.77 Monthly

**Commercial Use Fee:**

\$62.04 monthly plus a volume of \$1.89 per 1,000 gallons of water consumed over 10,000 gallons.

Tap Fees for Broken Arrow BOARD RECOMMENED & APPROVED AMOUNTS

SEWER TAPS FROM \$1320.00 TO \$1400.00

The water rates did not change from prior year but the rate schedule did change. The new minimum is 1,000 gallons. The new rate table is attached.

METER TAPS FROM ¾ meter \$1450.00 TO \$1650.00

1 inch meter \$1700.00 TO \$1900.00

Based on Tommy Helton's request and management's recommendation, the Board approved the following in regards to Tommy's rates to take effect July 1, 2024.

Current rate of \$50.00 for anything over 5 feet deep to \$75.00 (not approved)

Current rate of \$120.00 per call out increase to \$150.00 (approved)

Current rate of \$120 per hour for Backhoe & operator increase to \$125.00 (approved)

Rate per employee per hour increase to \$1.00 per/hour (approved)

Current rate of \$1925.00 per month for on call increase to \$1950.00 (approved)

### **Board of Director's Compensation**

The Board of Director's Compensation rate is currently \$100.00 per meeting. The board approved to raise the amount to \$150.00. At the current time there is no compensation for attendance at annual conferences or continuing education classes. The board has approved compensation at \$150.00 per conference or day of classes. The board currently receives a credit on their water for up to \$35.00 a month that amount was not approved to change.

### **Recess Meeting**

With no further business to conduct, Mr. Chad Jester Entered a Motion to Recess the Meeting; Gary Rogers, Seconded the Motion. Roll call; Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim Self, absent; Mr. Terry Hurst, yes; and Mr. Chad Jester, yes. The Motion to Recess meeting at 9:16 PM stands approved.

## **Adjournment**

With no further business to conduct, Mr. Gary Rogers Entered a Motion to Adjourn the Meeting; Chad Jester, Seconded the Motion. Roll call: Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; and Mr. Jim Self, not present; Mr. Terry Hurst, yes, Mr. Chad Jester, yes. The Motion to Adjourn at 9:18 PM stands approved.

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