

**Rural Water District #4
Wagoner County
Regular Board Meeting
May 11, 2021
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, Mr. Chad Jester

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, present; Mr. Charles Stinnett, present, and Mr. Arnold Kunze, present; Mr. Chad Jester, present.

Discussion and action on Approval of the Minutes of the 4-13-2021 Regular Board Meeting.

Chairman Charles Stinnett called for review of the Minutes recorded for the 4-13-2021 Regular Board Meeting [Tab 2]. Following Board review and without discussion, Mr. Chad Jester entered a Motion that the Minutes of 4-13-2021 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 4-13-2021 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 20,800 gallons of water purchased from the City of Tulsa for April. He then related that April sales records confirm seventy-two (72) meters sold during the month and eighty (80) meters installed.

There were a few small leaks in April. The pumpage from the water plant in April was 70,378,000 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 on the 101st Street Relocations project: Construction began on April 19th the time to complete is October 15th depending on weather days. The 193rd E. Ave. from 51st to 61st Street Intersection, there are no changes. 61st St from 193rd to 209th Rick and Ryan attended a preconstruction meeting last week and they are about to begin construction on widening the roadway. The Water Treatment Plan Chloramine Conversion, the district has pulled some samples to test the chlorine levels. The Wastewater Treatment Plant they are working with ODEQ regarding several variance requests.

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 March.

The New Debt Service Fund has a balance of \$105,332.82.

The Rural Development Reserve Fund currently stands at \$251,997.12.

Oneta Energy update: Apr. bill submitted.

The Reserve Fund has a balance of \$1,787,769.33.

The Current Debt Service Reserve balance \$152,268.89.

Mr. Bill Giles also stated that Rick and himself are in the midst of completing the employee evaluations. He is currently putting the reports together of the recommendations that they will be making at the June board Meeting. The finance committee meeting is needing to be scheduled before the June board meeting. Mr. Giles is suggested that the finance committee meeting be May 27th 2021. Mr. Gary Rogers and Mr. Chad Jester both agreed to attend the Finance Committee meeting at 2 p.m. on May 27th.

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 #1 in the amount of \$495,097.05 for billing of the 101st Street Relocation project for materials and Engineering from the beginning until now.

Mr. Giles referred the Board to [Tab 4]. Mr. Ryan Smith stated that pay request #1 is for \$318,477.88 to Cook Consulting and to POE for \$170,243.31. As well as \$6,228.26 for ODEQ Permits and \$147.60 for Newspaper Advertisement Fees.

Mr. Chad Jester entered a Motion that the Pay Requisition #1 in the amount of \$495,097.05 for billing of the 101st Street Relocation project for materials and Engineering from the beginning until now 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; and Mr. Arnold Kunze, yes; Mr. Chad Jester, yes.

The Motion to approve the Pay Requisition #1 in the amount of \$495,097.05 for billing of the 101st Street Relocation project for materials and Engineering from the beginning until now, stands approved as presented.

Discussion and action on approval of payback amount, per exhibit, for Highland Creek Lift Station when 101st street upgrade begins.

Mr. Giles referred the Board to [Tab 7]. The total cost difference for the additional 100 GPM on the pumps for Highland Creek is \$4374.00. Mr. Keith Jones is not agreeing on the total. This approval is put on hold for the June Board Meeting.

Mr. Charles Stinnett entered a Motion that the payback amount, per exhibit, for Highland Creek Lift Station when 101st street upgrade begins be put on the June Board Meeting; Mr. Gary Rogers 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 payback amount, per exhibit, for Highland Creek Lift Station when 101st street upgrade begins, will be put on the agenda for the June Board meeting.

Discussion and action on approval for a partial vacating of East 58th Street So. Per Russell Peterson letter of 4/13/2021.

Mr. Giles referred the Board to [Tab 8]. Attorney Russell D. Peterson has a client John & Sheryl Bailey who would like Rural Water 4 to assign its interest in this roadway to Mr. & Mrs. Bailey.

Mr. Charles Stinnett entered a Motion to put the item on the June Board meeting for the partial vacating of East 58th Street So. Per Russell Peterson letter of 4/13/2021 to be approved; Mr. Gary Rogers 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 to put the item on the June Board meeting for the partial vacating of East 58th Street So. Per Russell Peterson letter of 4/13/2021, stands approved as presented.

Discussion and action on approval of a proposed increase of starting wage for RWD #4 field maintenance and Water Plant and Waste Water Plant personnel.

Mr. Giles referred the Board to [Tab 9]. Mr. Rick Lang stated that we have gone to the temp agency to hire a new water plant personnel. The temp agency has told Mr. Rick Lang that there is an issue finding help at \$12.50 per hour. After reviewing comparable starting wages at Washington #3 and Wagoner #5, the board recommended that we start a little higher than competitors so that we can get good candidates that would be willing to stay. The board is recommending that we start Water Plant and Waste Water Plant personnel at \$16.00 per hour.

Mr. Charles Stinnett entered a Motion that the proposed increase of starting wage for RWD #4 field maintenance and Water Plant and Waste Water Plant personnel 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; and Mr. Arnold Kunze, yes; Mr. Chad Jester, yes.

The Motion to approve proposed increase of starting wage for RWD #4 field maintenance and Water Plant and Waste Water Plant personnel, stands approved as presented.

Discussion and action on approval to changing the terms of the District's Maintenance Bond at the request of Keith Jones.

Mr. Rick Lang stated that this item will have to be discussed on the June Board meeting. Mr. Keith Jones could not attend this month's meeting. Mr. Jones is wanting the district to change our maintenance bonds that we collect at the end of a project when the job is complete. It is 100 percent of the maintenance and labor to cover the district that is a state law.

Mr. Charles Stinnett entered a Motion approval that this item will be put on the agenda for the June Board meeting to changing the terms of the District's Maintenance Bond at the request of Keith Jones.; Mr. Gary Rogers 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 proposed approval that this item will be put on the agenda for the June Board meeting to changing the terms of the District's Maintenance Bond at the request of Keith Jones, stands approved as presented.

Discussion and action on approval to change the July 2021 Regular Board meeting from July 13, 2021 to July 20, 2021 due to vacation scheduling.

Mr. Giles referred the Board that he will be on vacation during the July 13th board meeting. He is requesting that the board meeting be changed to July 20th.

Mr. Chad Jester entered a Motion to change the July 2021 Regular Board meeting from July 13, 2021 to July 20, 2021 due to vacation scheduling; Mr. Gary Rogers 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 proposed change of the July 2021 Regular Board meeting from July 13, 2021 to July 20, 2021 due to vacation scheduling, stands approved as presented.

Discussion and review on Water plant and distribution issues.

Mr. Rick Lang stated that filter 1A has blown out about a week and a half ago. It is currently apart to find that the gasket is blown out in about 6-7 spots. We are waiting on further instructions from Steve Winfrey at Haynes equipment. Mr. Lang is hoping that Haynes and West Tech are going to

help with the cost of the repairs. We are having a bit of turbidity issues and need to talk to DEQ about that. But other than normal maintenance at the water plant things are running good.

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 other than normal maintenance things are going well. We have had three of the large pumps in the shop this past month, two of those could not be rebuilt. We are looking at buying a couple 30 HP pumps at about \$11,600.00 each. It will be around July before they arrive. 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 6]; 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 332,000,000 gallons as compared to the prior year figure of 562,000,000 gallons, reflecting a decrease of -40.9%; corresponding revenue for YTD was \$123,462.57 contrasted with \$208,800.12 for the prior year also, reflecting a percentage of decrease at -40.9%.

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

Old Business.

Mr. Rick Lang and Mr. Bill Giles did not have 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.

Mr. Rick Lang stated that there is a DEQ permit for Broken Arrow at 61st Street.

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 13]. Following the Board's review of the Claims Lists, Chairman Stinnett inquired as to any questions or discussion. Mr. Charles Stinnett 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 April 30th, the aggregate value had shown a increase in value from \$792,451.86 to \$796,432.82.

There was no further discussion and no action required.

Adjournment

With no further business to conduct, Mr. Gary Rogers Entered a Motion to Adjourn; Charles Stinnett Second the Motion. Roll Call: Mr. Arnold Kunze, yes; Mr. Charles Sinnett 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 8:23 p.m.