**Rural Water District #4**

**Wagoner County**

**Regular Board Meeting**

**November 09, 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 10-07-2021 Annual Board Meeting.**

Chairman Charles Stinnett called for review of the Minutes recorded for the 10-07-2021 Annual Board Meeting [Tab 2]. Following Board review and with discussion, Mr. Chad Jester entered a Motion that the Minutes of 10-07-2021 Annual Board Meeting be approved. Mr. Terry Hurst moved to Second 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 10-07-2021 Annual Board Meeting stand approved as entered.

**Discussion and action on Approval of the Minutes of the 10/07/2021 Special Board Meeting.**

Chairman Charles Stinnett called for review of the Minutes recorded for the 10-07-2021 Special Board Meeting [Tab 3]. Following Board review and with discussion, Mr. Chad Jester entered a Motion that the Minutes of 10-07-2021 Special Board Meeting be approved. Mr. Terry Hurst moved to Second 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 10-07-2021 Special Board Meeting stand approved as entered.

**Discussion and action on approval of the Minutes of the 10/12/2021 Regular Board Meeting.**

Chairman Charles Stinnett called for review of the Minutes recorded for the 10-12-2021 Regular Board Meeting [Tab 4]. Following Board review and with discussion, Mr. Chad Jester entered a Motion that the Minutes of 10-12-2021 Regular Board Meeting be approved. Mr. Gary Rogers moved to Second 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 10-12-2021 Regular Board Meeting stand approved as entered.

**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.**

Three weeks ago, Nora approached Mr. Rick Lang about this property. There was no indication that this property was Bells Amusement Park. Rick talked to Nora 11/08/2021 and she wanted to be moved off the agenda to the December Board Meeting. She stated that her client doesn’t have money to run water lines. The investors are from California and they will turn the property over to Rodney Bell. Mr. Ryan Smith is suggesting that we release the water for the first phase of the water lines to City of Broken Arrow. Mr. Lang has suggested to Nora Gordon that she and the investors get a plan together and come to the December board meeting. No action required.

No citizens present.

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

Mr. Giles referred the Board to the Manager’s Report [Tab 5]. Mr. Rick Lang’s first order of business was to relate that there had been 2,204,100 gallons of water purchased from the City of Tulsa for October. He then related that October sales records confirm nineteen (19) meters sold during the month and eighty-four (84) meters installed, the meters set were by Tommy, Maintenance, and Dan Glowacki.

There were not any large leaks for the month of October. The pumpage from the water plant in September was 86,261,000 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 5]. The 61st Street to 81st on 209th E. Ave. Mr. Ryan Smith received an inquiry from City of Broken Arrow about the location of our 12-inch line where is crosses close to 209th & 81st. There may be some additional relocation due to a bridge being built on top of the water line. The Water Treatment Plant Chloramine Conversion the engineer that is working on the project is about 77% complete with phase 1. On the Wastewater Treatment Plant the pre-work meeting will be scheduled for December. 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 5, final page] to review account balance figures as of the end of August.

The New Debt Service Fund has a balance of $132,361.23.

Oneta Energy update: October bill submitted.

The Reserve Fund has a balance of $2,270,742.79.

The Current Debt Service Reserve balance $169,308.86.

Oath of office forms, requested by Bond Attorney and the Water Board.

No questions or discussion arose on the Business Manager’s Report and no action was required

at this time.

**Discussion and action of** **approval for a 60-day extension of time request by Cook Consulting for the 101st street relocation project.**

Mr. Bill Giles referred the Board to [Tab 6 pg. 8]. Mr. Ryan Smith stated that the request is no fault to Cook Consulting. The land owners have been un-cooperative during the project. Following Board review and with discussion, Mr. Gary Rogers entered a Motion that the approval for a 60-day extension of time request by Cook Consulting for the 101st street relocation project be approved. Mr. Chad Jester moved to Second 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 approval for a 60-day extension of time request by Cook Consulting for the 101st street relocation project stand approved as entered.

**Discussion and action on approval of Pay Requisition #7 in the amount of $94,282.87 for billing of the 101st Street Relocation project.**

Mr. Giles referred the Board to [Tab 6 pg. 1]. Mr. Ryan Smith stated that pay request #7 is for $78,409.20 to Cook Consulting and to POE for $15,873.67.

After discussion, Mr. Chad Jester entered a Motion that the Pay Requisition #7 in the amount of $94,282.87 for billing of the 101st Street Relocation project for materials and Engineering 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 Pay Requisition #7 in the amount of $94,282.87 for billing of the 101st Street Relocation project., stands approved as presented.

**Discussion and action on** **acceptance of the highest sealed bid at or over $5,000.00 for the 2012 Chevy pickup declared to be excess inventory by Board action.**

Mr. Rick Lang stated that the vehicle was listed as a 2008 and it is a 2012. The district did not receive any sealed bids on the truck. Mr. Rick Lang is recommending that the bid be lowered to $4,000.00. In order to lower the price of the starting bid it will be put on the December board meeting. No action required.

**Discussion and action** **on approval of acceptance of the highest sealed bid at or over $7,500.00 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. In order to lower the price of the starting bid it will be put on the December board meeting. No action required.

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

Mr. Rick Lang stated that we hired a new employee, Federico Rey. Once he is trained, we will be fully staffed at the water plant again. We are getting ready to pay for Filter 1A and we will start working on filter 2A hopefully in a week or so. Other than small problems the plant is running 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 the sewer plant is running well at this time. 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 9]; 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

1,481,000,000 gallons as compared to the prior year figure of 993,000,000 gallons, reflecting a decrease of -33.0%; corresponding revenue for YTD was $547,878.75 contrasted with $366,317.75 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.**

Neither Mr. Rick Lang nor Mr. Bill Giles have, old business. 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. Giles directed the board to ODEQ letters [tab 10]. Mr. Rick Lang stated that there are a couple of permits Whiskey Ridge Phase II and the other is Highland Park Subdivision Off-site waterline. No action was required.

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

Mr. Giles directed the Board to the Claims Lists [Tab 12]. The check number 9517 for Jim Self will have to be voided due to his absence. Following the Board’s review of the Claims Lists, Chairman Stinnett inquired as to any questions or discussion. 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. Giles referred the Board to the Investment Statement, [tab 15] to review the information. As of October 29th, the aggregate value had shown a decrease in value from $802,099.73 to

$797,385.02.

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 7:51 PM stands approved.