

**Rural Water District #4
Wagoner County
Regular Board Meeting
November 10, 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: Citizens Present: JR Donelson

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 10-1-2020 Annual Board Meeting.

Chairman Charles Stinnett called for review of the Minutes recorded for the 10-1-2020 Annual Board Meeting [Tab 2]. Following Board review and without discussion, Mr. Jim Self entered a Motion that the Minutes of 10-1-2020 Regular Board Meeting be approved; Mr. Chad Jester 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 10-1-2020 Annual Board Meeting stand approved as entered.

Discussion and action on Approval of the Minutes of the 10-1-2020 Special Board Meeting.

Chairman Charles Stinnett called for review of the Minutes recorded for the 10-1-2020 Special Board Meeting [Tab 2]. Following Board review and without discussion, Mr. Chad Jester entered a Motion that the Minutes of 10-1-2020 Special 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 10-1-2020 Special Board Meeting stand approved as entered.

Discussion and action on Approval of the Minutes of the 10-13-2020 Regular Board Meeting.

Chairman Charles Stinnett called for review of the Minutes recorded for the 10-13-2020 Regular Board Meeting [Tab 2]. Following Board review and without discussion, Mr. Jim Self entered a Motion that the Minutes of 10-13-2020 Regular Board Meeting be approved; Mr. Chad Jester 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 10-13-2020 Regular Board Meeting stand approved as entered.

Discussion and action on approval of JR Donelson request to waive the connection fee for the proposed force main from the proposed grinder pump to the new maintenance building for Wagoner County District #1.

Mr. Giles referred the Board to the Exhibits [Tab 4]. Wagoner County District #1 on 71st has a building under construction. The building is going to have a force main, grinder pump, and one inch and quarter line going back to RWD4 existing force main. JR is asking for the building that is under construction to consider waiving the tap fee. Mr. Rick Lang spoke up and advised the board that a normal tap fee on a force main is \$2,500. Mr. Lang stated that Tim Weaver works for District #1, and when we have to go out and work on water leaks under roads, that District #1 does come out and replace the asphalt. After further review, Mr. Chad Jester entered a Motion that the connection fee to the new maintenance building be waived to 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 waiver of the connection fee to the new maintenance building stands approved as entered.

Discussion and action on approval on items from citizens present.

No citizens present.

Discussion and action on approval of revised proposal for Connie Hebert.

Mr. Giles referred the Board to [Tab 5]. Mr. Rick Lang stated that Ms. Herbert's attorney is in contact with Duane Riffe. Ms. Hebert and her attorney are requesting that her current payment arrangement be revised. She is agreeing to pay the arrearages per the board approval but she needs to lower the arrearage payment. She can pay \$100.00 a month plus her current usage. Mr. Riffe will write the attorney a letter stating that the agreement has to be paid on the 15th of each month and will be subject to lock off and not turned back on until payment in full is received. Her first payment will be due the 15th of October. After further review, Mr. Chad Jester entered a Motion that the proposal is approved; Mr. Charles Stinnett 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 approval of the settlement proposal for Connie Hebert stands approved as entered.

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 1,800,320 gallons of water purchased from the City of Tulsa for October. He then related that October sales records confirm forty-seven (47) meters sold during the month and fifty-six (56) meters installed.

There was one large leak and a few small leaks in October. The large leak was 5933 S 301st for about 100,000 gallons. The pumpage from the water plant in October was 79,555,000 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 the 209th water line project is beginning the process of utility relocations for the project. This is divided into two projects from 61st to 71st and 71st to 81st. This is anticipated to go to construction in approximately one year. On the 101st St relocations we are in the final stages and will be getting with Rick tomorrow. POE has obtained Union Pacific and ODOT permits. They anticipate going to ODEQ for permits and advertising for this project in the middle of November. 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, they have just received the preliminary plans.

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. A new item has been added. It is the Water Treatment Plant Chloramine Conversion. They have begun working on a proposal to convert the District's WTP from chlorine disinfection to chloramines. This process will contain an engineering report, design of plans and specifications and a bidding, construction period. The Wastewater Treatment Plant is going back and forth with ODEQ about their comments. We are hoping to have ODEQ approval by the middle of November and begin the bid process at the end of November or early December. Construction is still to begin March of 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 October.

The New Debt Service Fund has a balance of \$79,311.07.

The Rural Development Reserve Fund currently stands at \$374,577.05.

Oneta Energy update: Oct. bill submitted.

The Reserve Fund has a balance of \$1,342,097.47.

Monthly Billing Recap update.

The Current Debt Service Reserve balance \$67,242.55.

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 #28 in the amount of \$145,400.68 for work performed in October 2020 and engineering and Inspection during this time period.

Mr. Giles referred the Board to [Tab 6]. This is for the work that Cook did from September 26 thru October 25, and also the inspection and engineering during this time. Pay Request #28 includes payment to Cook Consulting for FAP Waterlines Pay request #26 for \$69,287.30, for Arkansas River Crossing Pay Request #3 for \$61,625.00 and to the engineer for \$14,488.38. After discussion, Mr. Jim Self made a motion to approve Pay Requisition #28 in the amount of \$145,400.68 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 action on approval of change order #6 for FAP Waterline project to extend time 64 days, 4 days of weather time since the last change order and a 60 day time extension as requested by the contractor.

Mr. Giles referred the Board to [Tab 7]. Mr. Ryan Smith stated that hopefully this will be the last time extension made.

Mr. Jim Self made a motion to approve the change order #6 for Waterline project to extend time 64 days. 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 the water plant is running pretty good except some of the turbidity meters, TOC analyzer. Some of the testing equipment at the Water plant will have to be replaced.

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 was a \$2500.00 generator repair due to main board and throttle bodies failure. Most of the Duck weed is gone and they made a bigger scoop to put on the trachoe.

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 & 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

1,481,000,000 gallons as compared to the prior year figure of 1,292,000,000 gallons, reflecting a increase of +14.6%; corresponding revenue for YTD was \$547,878.75 contrasted with \$478,349.05 for the prior year also, reflecting a percentage of increase at +14.5%.

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 to [Tab 8]. 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. Mr. Duane Riffe stated that the Yanez family has never answered or done anything. They showed to court when the commissioners were appointed. 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 JR Barnes who runs the Oneta Reserve is on quarantine right now. He tested negative for the flu and has been tested for Covid.

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 October 30th, the aggregate value had shown a decrease in value from \$791,105.11 to \$790,310.67.

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 8:11 p.m.