

**Minutes of the Regular Monthly Meeting  
Of  
Rural Water District No. 5 Mayes County**

Date: February 13, 2023

1. Chairman Gene Miller called the meeting to order at 4:00 p.m.
2. Charles Bowlin led in prayer and pledged to the flag of the United States of America.
3. Attending the meeting were Board Members: Gene Miller, Curt Stutzman, Charles Bowlin, Joe Delozier, Terrell Hamill, and Jim Armontrout; Employees: Terri Holt and Caleb Green; and guests: Fred Cannady, property owner.
4. Jim Armontrout made a motion to approve the minutes of January 09, 2023, regular meeting as presented. Terrell Hamill seconded the motion and the Board approved unanimously.
5. The board discussed and considered a water tap with a possible line extension with Fred Cannady at the old Carbide plant for several businesses along the road. The board approved the request.
6. The board discussed and considered pay raises for Mason Simunek and Dillon Lewis for passing the Class D Operator Certification. Terrell Hamill made a motion to give a \$1.00 raise to each for passing the Operator test. Charles Bowlin seconded the motion and the board agreed unanimously.
7. The board discussed and considered signing the Highway 28 Project invoice. Jim Armontrout made a motion to sign the invoice. Charles Bowlin seconded the motion and the board approved unanimously.
8. The Board discussed and considered the annual wage review and Mason's six month review. Charles Bowlin made a motion to give raises as follows: Lisa \$1.00, Caleb \$1.00, Terri \$2.00, Seth \$1.00, Mason \$2.00, and Dillon \$1.00. Jim Armontrout seconded the motion and the board agreed unanimously.
9. The board discussed and considered Seth Hughes to get his class C Operator License. Terrell Hamill made a motion to proceed for Seth's license. Charles Bowlin seconded the motion and the board approved unanimously.
10. The board discussed and considered signing the ORWA Voting Delegation forms. Jim Armontrout made a motion to assign Charles Bowlin as delegate and Terrell Hamill as alternate. Curt Stutzman seconded the motion and the board agreed unanimously.
11. The board discussed and considered the Generator report and possible replacement. The board agreed unanimously to repair the old generator in the amount of \$14,000.00
12. Executive Session: Charles Bowlin made a motion to go into an Executive Session at 4:28 pm. Jim Armontrout seconded the motion and the board agreed unanimously. They were out of Executive Session at 4:46 pm.
13. Old Business: N/A

14. New Business: Charles Bowlin made a motion to sign the acceptance form to accept the REAP grant for generators at the office and pump stations. Jim Armontrout seconded the motion and the board approved unanimously.

#### Office reports

15. Office Manager and clerk presented printed reports of Water loss, Aging and Monthly Report items A. through H. for Board approval.

A. Accounts Payable and Payroll Claims and Checks

B. Monthly Financial Reports

C. New Membership:

- |   |  |
|---|--|
| 1. #1709 Michael Urie - ¼ mile W of N430 on W 370 RD, Adair | \$1,500.00                             |
| 2. #1710 Anthony & Leslie Parnell - 2285 N 433 RD, Pryor    | \$1,500.00 Cherokee Nation             |
| 3. #1711 Randy Waggoner - 2864 N 433 RD, Pryor              | \$ Fee waived for easement, see letter |
| 4. #1712 Caitlin & Voua Lee - 3600 N 435 RD, Pryor          | \$1,500.00 Cherokee Nation             |
| 5. #1713 Paul Sui - SW corner of 435 & Old Hwy 20, Pryor    | \$1,500.00                             |

D. Transfers

- |  |                               |
|--|-------------------------------|
| 1. #365 Howard & Linda Otto – 260 E 498 Circle, Pryor        | To: Christina Merrill         |
| 2. #719 Jim Hudson - 7275 N 429 RD, Adair                    | To: Perry & Lisa Totman       |
| 3. #1121 Jerry Wilson - 5879 S 4282 RD, Chelsea              | To: Jolene Myler              |
| 4. #798 Conor Aylward - 6463 Hwy 28 W, Adair                 | To: K & D Asset Holdings, LLC |
| 5. #1378 Conor Aylward - 6311 Hwy 28 W, Adair                | To: K & D Asset Holdings, LLC |
| 6. #325 Billy Hendrickson - 7337 Hwy 28 W, Adair             | To: Kyle & Holli Burt         |
| 7. #26 Pam Colwell - 9201 N 429 RD, Adair                    | To: Whitney Cornish           |
| 8. #498 Duh & Tha, LLC - 26279 E 320 RD, Big Cabin           | To: William T Cung            |
| 9. #1249 Lynn & Nancy Mayfield - 7498 N 429 RD, Adair        | To: Christian & Sierra Luper  |
| 10. #533 Forfeited tap transferred by board - 19684 E Hwy 28 | To: Dillon Lewis              |
| 11. #1151 David Perry - 4775 S 4270 RD, Chelsea              | To: Jennifer Foster           |

E. Deferred Payment Plan Request:

1. #801 Earnice Smith - \$1,183.94 leak bill - Agreed to pay \$50.00 each month on top of regular bill

F. Locked Meters for 90 day forfeiture letters:

1. #145 Edgar True - 1943 E 480 RD, Pryor (True family sold property but buyers never transferred)
2. #1459 Twyla Sharpe - 2726 S 4300 RD, Big Cabin

G. Request for Service Discontinuance: N/A

#### **Note In Minutes:**

H. Approve and sign Agenda

Charles Bowlin made a motion to approve Office Report Items A – H as presented. Terri updated Board with monthly activities. Jim Armontrout seconded the motion and the Board approved unanimously.


### Operators Reports

13. System Manager presents:

- Crews working hard and doing well.
- Water Loss at 41.1%
- Presentation of Open Work Order Reports.
- Discuss maintenance & repairs and any issues needing attention

14. The Board considered the next regular meeting at the District office March 14, 2023, at 4:00 p.m.

15. Jim Armontrout made a motion to adjourn the meeting. The motion was seconded by Terrell Hamill and approved unanimously by the Board. The meeting adjourned at 5:54 p.m.



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Curt Stutzman, Secretary