

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

Date: March 14, 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, Charles Bowlin, Terrell Hamill, Blake Peper, and Jim Armontrout; Employees: Terri Holt and Caleb Green; and guests: Lee & Kathy Shouse; property owners, Larry Mills with Commercial Power Solutions, and Sandi Latimer with Liberty National Discount Insurance.
4. Jim Armontrout made a motion to approve the minutes of the February 13, 2023, regular meeting as presented. Charles Bowlin seconded the motion and the Board approved unanimously.
5. The board discussed and reviewed the generator quotes from Commercial Power Solutions, WarrenCAT, and Central Power Systems for the district office and Adair pump station. Larry Mills provided additional information on the generators, service, and warranty info for Commercial Power Solutions. The board decided to table until the next board meeting to allow us to receive the remaining quotes and information.
6. The board discussed and considered a line extension with property owners Lee and Kathy Shouse. Lee Shouse is requesting an extension of approximately 3200 ft. of 2" line at S 4310 RD with 3 taps on the line. Engineer Louis Funk has reviewed the request and capacity is available. Lee Shouse will secure easements and install lines. Charles Bowlin made a motion to allow the extension. Jim Armontrout seconded the motion and the board approved unanimously.
7. The board met with Sandi Latimer as she provided supplemental insurance opportunities for the district (life, accidental, and health) The board will table for the next meeting when all employees will be available to go through the options offered to them.
8. The Board discussed and considered the 6 month wage review for Dillon Lewis that was provided by Caleb. Jim Armontrout made a motion to give Dillon his \$1.00 raise. Blake Peper seconded the motion and the board agreed unanimously.
9. The board discussed and considered signing the Highway 28 Project invoices. Charles Bowlin made a motion to sign the invoice. Jim Armontrout seconded the motion and the board approved unanimously.
10. Executive Session: N/A
11. Old Business: N/A
12. New Business: The board decided to install Pikepass Tags in all vehicles. Terri will create an account and Caleb will provide all vehicle information.

Office reports

13. 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. #1714 Branson & Rebecca Hale - 25742 E 330 RD, Chelsea | \$1,500.00 |
| 2. #1715 Dalton Bunch- 2664 S 4300 RD, Big Cabin | \$1,500.00 Construction Tap |
| 3. #1716 Benjamin & Deidre Shaffer- 10759 S 4270 RD, Chelsea | \$1,500.00 |
| 4. #1717 Kaleb & Victoria Vaughn - 1/8 mile W of 4260 on 390 RD, Chelsea | \$1,500.00 |
| 5. #1718 Marcus & Keri Roberts - 26640 E Hwy 66,, Big Cabin | \$1,500.00 |

D. Transfers

- | | |
|--|-------------------------------|
| 1. #299 Darrell & Kay Heskett – 7505 S 4290 RD, Chelsea | To: Wesley Woodworth |
| 2. #1458 Don Gipson - 545 E 498 CIR, Pryor | To: Isaac & Elizabeth Brenner |
| 3. #1558 Russell Spencer/Brandi Cox - 384 E 498 CIR, Pryor | To: Jordan & Kindahl Fleming |

E. Deferred Payment Plan Request:

1. #900 Jeremy Batman - \$1,864.44 leak bill - Agreed to pay \$50.00 each month on top of regular bill

F. Locked Meters for 90 day forfeiture letters:

1. #945 Rhonda Patrick Samis - 5580 S 4276 RD, Chelsea
2. #1643 Michael & Donna Maggard - 5211 S 4280 RD (Greenhouse Meter), Chelsea

G. Request for Service Discontinuance:

1. #1486 Duh & Tha, LLC - 26279 E 320 RD, Big Cabin (pasture meter on HWY 66)

Note In Minutes:

H. Approve and sign Agenda

Charles Bowlin made a motion to approve Office Report Items A – H as presented. Terri updated the Board with monthly activities and also briefed the board on the post office changes that are coming up. More info will be gathered for the next board meeting. Jim Armontrout seconded the motion and the Board approved unanimously.

Operators Reports

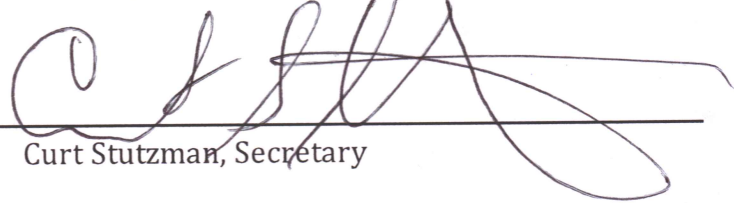
13. System Manager presents:

- Crews working hard and doing well.
- Water Loss at 50.2%

- Presentation of Open Work Order Reports.
- Discuss maintenance & repairs and any issues needing attention.
- Getting parts on order for the rest of the master meters.

14. The Board considered the next regular meeting at the District office April 11, 2023, at 4:00 p.m.

15. Blake Peper made a motion to adjourn the meeting. The motion was seconded by Jim Armontrout and approved unanimously by the Board. The meeting adjourned at 5:24 p.m.



Curt Stutzman, Secretary