

**1Minutes of the Regular Monthly Meeting
Of
Rural Water District No. 5 Mayes County**

Date: July 11, 2023

1. Chairman Gene Miller called the meeting to order at 4:00 p.m.
2. Joe Delozier led in prayer and pledged to the flag of the United States of America.
3. Attending the meeting were Board Members: Gene Miller, Joe Delozier, Terrell Hamill, Charles Bowlin, Jim Armontrout, and Blake Peper; Employees: Terri Holt and Caleb Green.
4. Jim Armontrout made a motion to approve the minutes of the June 13, 2023, regular meeting as presented. Charles Bowlin seconded the motion and the Board approved unanimously.
5. Executive Session: Jim Armontrout made a motion to enter into executive session at 4:36 p.m. Charles Bowlin seconded the motion and the Board approved unanimously. The Board exited the Executive Session at 5:20 p.m.
6. Old Business: The Board discussed the status of the portable generator fuel tank issue. Fuel tank is rusted out and parts are not available. The Board is looking into converting it into a stationary generator to be located at the Pryor pump house. Caleb will get quotes. Charles Bowlin made a motion to pay Central Power Solutions for work performed to date. Jim Armontrout seconded the motion and the Board approved unanimously.
7. New Business: The Board discussed a temporary policy for purchasing tools and office supplies until a policy can be developed and approved by the Board. Charles Bowlin made a motion that Caleb and Terri will be solely responsible for approving tool or office purchases up to \$250.00 Greater than \$250.00 will require Board approval, if emergency the chairman is authorized to approve. Blake Peper seconded the motion and the Board approved unanimously.

Office reports

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

A. Accounts Payable and Payroll Claims and Checks

B. Monthly Financial Reports

C. New Membership:

- | | |
|--------------------------------------------------------------|-----------------------------|
| 1. #1726 Justin & Lindsey Mallory - 1687 W 460 RD, Pryor | \$1,500.00 |
| 2. #1727 Sanjeet & Usha Gautam - .25 E of N435 on Old Hwy 20 | \$1,500.00 Construction Tap |

D. Transfers

- | | |
|------------------------------------------------------------|-----------------------|
| 1. #1450 James & Rosemary Gann - 1504 S 4290 RD, Big Cabin | To: Jim & Tammy Wiles |
| 2. #1507 JRusty & Dusty Harrison - 326 E 498 Cir, Pryor | To: Austin Green |
| 3. #1384 Corey & Jeanna Gulley - .983 W 492 RD, Pryor | To: Diana Derossett |

4. #178 Tim & Christy Tuck - 1900 E 473 RD, Pryor
5. #1706 Jeremy Cantrell - 3568 N 435 RD, Pryor
6. #78 Carol Cagle - 3065 E 470 RD, Pryor

To: Danny & Sharon Hill
To: Joseph & Contessa Wilson
To: Tyler & Bailey Cagle

E. Deferred Payment Plan Request:

1. #782 Sean & Kim Donelson - \$206.49 Leak Bill

F. Locked Meters for 90 day forfeiture letters:

1. N/A

G. Request for Service Discontinuance:

1. N/A

Note In Minutes:

#975 Patricia Tatum is due to forfeit July 16, 2023

H. Approve and sign Agenda

Charles Bowlin made a motion to approve Office Report Items A – I as presented. Terri updated the Board with monthly activities and also briefed the board on the water rate increase and postage increase. Jim Armontrout seconded the motion and the Board approved unanimously.

Operators Reports

10. System Manager presents:

- Crews working hard and doing well.
- Water Loss at 35.9%
- Presentation of Open Work Order Reports.
- Discuss maintenance & repairs and any issues needing attention.
- Discussed the Bowlin Springs waterline testing.

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

12. Jim Armontrout made a motion to adjourn the meeting. The motion was seconded by Blake Peper and approved unanimously by the Board. The meeting adjourned at 5:33 p.m.



Curt Stutzman, Secretary