

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

Date: September 13, 2022

1. Chairman Gene Miller called the meeting to order at 4:02 p.m.
2. Terrell Hamill 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, Terrell Hamill, Charles Bowlin, Joe Delozier, and Blake Peper; Employees: Terri Holt, Caleb Green, Seth Hughes, and Mason Simunek; and guests: Janice Chamberlain, Billy Hendrickson, Mason Hudson, Brian Gillmore, Dillon Lewis, and Kenny Weast, Mike, and Gary from CEDA,
4. Charles Bowlin made a motion to approve the minutes of August 09, 2022, regular meeting as presented. Terrell Hamill seconded the motion and the Board approved unanimously.
5. The board discussed and considered concerns from property owner Janice Chamberlain in reference to volume problems at their property. The board agreed to replace the setter and ¾" poly service line.
6. The board discussed and considered concerns from CEDA about the water service on 4240 RD. CEDA has water where we are limited.
7. The board discusses the Pay Requisitions for Bates Infrastructure for the Tre'ce' Line Extension. Blake Miller made a motion to table the approval of the Pay Requisitions due to the job not being complete and a discrepancy in funding amount. Terrell Hamill seconded the motion and the board agreed unanimously.
8. The Board discussed removing Melvin Voth from the Bank of Commerce signature card. Blake Peper made a motion to approve the claim. Terrell Hamill seconded the motion and the board agreed unanimously.
9. The Board acknowledged receipt of Permit # WL000049220376 for N 4330 RD. Terrell Hamill made a motion to accept. Blake Peper seconded the motion and the board approved unanimously.
10. The board acknowledged receipt of Permit # WL000049220377 for Bowlin Rd. Blake Peper made a motion to accept. Terrell Hamill seconded the motion and the board approved unanimously.
11. The Board discussed and considered switching GPS tracking providers to save money. Charles Bowlin made a motion to terminate Insight Mobile as our tracking provider and install Verizon GPS tracking devices on all 4 district vehicles. Blake Peper seconded the motion and the board agreed unanimously.
12. The board interviewed Brian Gilmore and Dillon Lewis for the position of Operator. Blake Peper made a motion to hire Dillon Lewis. Charles Bowlin seconded the motion and the board agreed unanimously.

13. The board discussed and considered the employee wages. Charles Bowlin made a motion to raise all current employees wages by \$3.00 an hour and start wages for all operators at \$18.00 an hour. Joe Delozier seconded the motion and the board agreed unanimously to start new wages next pay period.
14. The board discussed and considered the REAP Grant Application from GGEDA. The board agreed to authorize the District office to proceed with our engineer and Caleb to see where it is needed most.
15. The board reviewed and discussed the work on the Trece line from the contractors. Mason Hudson and Billy Hendrickson discussed the issue of the contractor being 118 past the due date as May 10th was the due date for completion.
16. The board discussed and considered servicing the property located @ 3435 S 435 RD, Pryor for Forrest Garner. Terrell Hamill made a motion to allow Forrest to bore the road with a 4" line and get 6 taps. We will not relinquish our territory to the city of Pryor. Charles Bowlin seconded the motion and the board agreed unanimously.
17. Executive Session: Charles Bowlin made a motion to go into Executive session at 4:50 pm. Terrell Hamill seconded the motion and the board agreed unanimously. The board came out of executive session at 4:57 pm.
18. Old Business: N/A
19. New Business: Terri presented to the board the possibility of changing companies for our online payment service. She will present to the board at the next meeting. The board decided the fees on credit card payments need to be paid by the customer.

#### Office reports

20. Office Manager and clerk 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. #1102 Mark Kendall - 1007 S 4305 RD, Big Cabin	\$1500.00 Cherokee Nation
2. #1382 Bradley J Smith - 1500 S 4290 RD, Big Cabin	\$1500.00 Construction Tap
3. #1650 Jack L Howell - 6218 W 420 RD, Adair	\$1500.00
4. #1700 David Gann - 9737 N 428 RD, Adair	\$1500.00
5. #1701 Andrew Slaucitajs - 26587 E 310 RD, Big Cabin	\$1500.00 Cherokee & Const.
6. #1702 Jason Whitworth - 25740 E 310 RD, Chelsea	\$1500.00 Construction Tap
7. #1703 Vernon & Carol Salyer - 25301 E 330 RD, Chelsea	\$1500.00

##### D. Transfers

1. #265 Robert & Lacey Rhodes - 26507 E 320 RD, Big Cabin	To: Katie & Clinton Arnold
2. #405 Michael & Jeni Urie - 5333 W 370 RD, Adair	To: Michael Foster
3. #1237 B. Fedorkowicz & W. Garcia - 4601 S 4300 RD, Big Cabin	To: Chris & Samantha Wendt

E. Deferred Payment Plan Request:

1. #913 Dustin Hefner - Leak amount of \$595.49

F. Locked Meters for 90 day forfeiture letters:

1. #533 Paula Dawes - 4501 S 4260 RD, Chelsea
2. #798 Conor Aylward - 6463 HWY 28 W, Adair
3. #1378 Conor Aylward - 6311 HWY 28 W, Adair

G. Request for Service Discontinuance:

**Note In Minutes:**

Meter due to forfeit on 9/16/2022 if bills are not paid:

1. #18 Geraldine Vernon - 2089 W 440 RD, Pror
2. #1125 Geraldine Vernon - 3680 N 4327 RD, Pryor
3. #1387 Michael & Tegan Crader - 10590 S 4260 RD, Chelsea
4. #1632 Donnie Caldwell - 7047 N 434 RD, Adair

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. Blake Peper seconded the motion and the Board approved unanimously.

Operators Reports

21. System Manager presents:

- Crews working hard and doing well.
- Water Loss at 31.9%
- Presentation of Open Work Order Reports.
- Discuss maintenance & repairs and any issues needing attention.
- Discussed upgrading the pump stations to receive the portable generator hookups.

22. The Board considered the next regular meeting at the District office October 11, 2022, at 4:00 p.m. No change required.

23. Blake Peper made a motion to adjourn the meeting. The motion was seconded by Terrell Hamill and approved unanimously by the Board. The meeting adjourned at 6:09 p.m.

  
Curt Stutzman, Secretary