

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

Date: November 14, 2023

1. Chairman Gene Miller called the meeting to order at 4:06 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, Curt Stutzman, Blake Peper, Charles Bowlin, Jim Armontrout, and Joe Delozier; Employees: Terri Holt, Christy Kimbro, Caleb Green, Dennis Hull, and Dillion Lewis.
4. Charles Bowlin made a motion to approve the minutes of the October 10, 2023, regular meeting as presented. Blake Peper seconded the motion and the Board approved unanimously.
5. Kyle Dickens did not attend the meeting to discuss the meter guarantee.
6. Clint Jones did not attend the meeting to discuss his water bill.
7. The Board Discussed the Property at  $\frac{1}{8}$  of a mile east of S435 RD that is North of 69A. Board agreed to table until more information is obtained.
8. Johnny Jensen with Mayes Emergency Management discussed with the Board what is required to apply for FEMA grants to get generators for two of the pump stations.
9. Jim Armontrout made a motion to approve a \$500.00 dollar Christmas Bonus for all employees. Blake Peper seconded the motion and the Board approved unanimously.
10. Jim Armontrout made a motion to approve the Annual Meeting postcards. Blake Peper seconded the motion and the Board approved unanimously.
11. Jim Armontrout made a motion to approve Christy Kimbro authorization to do bank transactions. Charles Bowlin seconded the motion and the Board approved unanimously.
12. Jim Armontrout made a motion to approve for Christy Kimbro to get a bank debit card. Blake Peper seconded the motion and the Board approved unanimously.
13. Charles Bowlin made a motion to approve the 2024 Board Meeting Schedule. Jim Armontrout seconded the motion and the Board approved unanimously.
14. Jim Armontrout made a motion to approve the 2024 Holiday Schedule. Charles Bowlin seconded the motion and the Board approved unanimously.
15. board discussed the FEMA grant with item #8 with Johnny Jensen.
16. Lawn mower was discussed and it was agreed to get all repairs done to get it in working order.

17. Executive Session: N/A

18. Old Business: N/A

19. New Business: It was discussed regarding Employees giving other Employees vacation/sick time. It was agreed upon that no employee can give another employee vacation time. Sick time can be donated in extreme emergencies to the affected Employee only after they have used up all their accrued sick time.

#### Office reports

20. Office Manager 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. #1734 Stephen & Donald Ornder - NW corner S4270 & E250, Vinita | \$1,500.00 |
| 2. #1735 Dan Morgan - 24901 EW 28 RD, Chelsea                     | \$1,500.00 |

D. Transfers

- |  |                           |
|--|---------------------------|
| 1. #1347 Jennifer & Donald Honbarrier-24789 S 4260 Rd, Chelsea | To: Dejaun Johnson        |
| 2. #1096 Robert Witt-3500 S 4230 Rd, Chelsea                   | To: Robert & Sandra Lange |
| 3. #179 James Goyer-6730 N 429 Rd, Adair                       | To: Rodney & JoAnn Schilt |

E. Deferred Payment Plan Request:

1. N/A

F. Locked Meters for 90 day forfeiture letters:

G. Request for Service Discontinuance:

1. N/A

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

#725 William or Juanita Wilson - Due to forfeit on November 16, 2023 if no payment is made.

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 anything new going on. Jim Armontrout seconded the motion and the Board approved unanimously.

#### Operators Reports

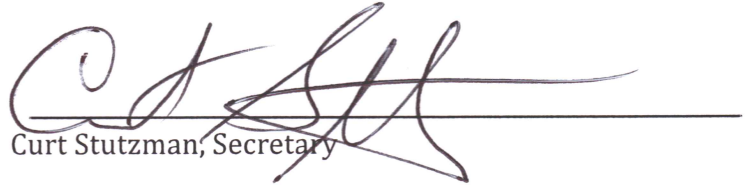
16. System Manager presents:

- Crews working hard and doing well.
- Water Loss at 59.3%

- Presentation of Open Work Order Reports.
- Discuss maintenance & repairs and any issues needing attention.
- Discussed renting an extra Trackhoe if needed.

11. The Board considered the next regular meeting at Prairie Lane Bakery on December 12, 2023, at 5:00 p.m.

12. Charles Bowlin made a motion to adjourn the meeting. The motion was seconded by Jim Armontrout and approved unanimously by the Board. The meeting adjourned at 6:23 p.m.



Curt Stutzman, Secretary