

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

Date: December 14, 2021

Chairman Gene Miller called the meeting to order at 4:00 p.m.

Charles Bowlin led in prayer and pledge to the flag of the United States of America.

Attending the meeting were Board Members: Gene Miller, Curt Stutzman, Terrell Hamill, Charles Bowlin, Jim Armontrout, Blake Peper, and E. J. Snider; Employees: Carol Maddoux, Terri Holt, and Lisa Johnson; Guest: Seth Hughes, Ronnie Bowers & Collin Seco both with Hood & Associates, and Richard Decaso & Richey Kirkpatrick, both with ORWA.

Jim Armontrout made a motion to approve the minutes of November 09, 2021, regular meeting as presented. Blake Peper seconded the motion and the Board approved unanimously.

The Board considered and discussed the possibility of a Replacement Refrigerator for the district office. Curt Stutzman made a motion to approve the replacement and to put the current one out in the shop for the Operators. Terrell Hamill seconded the motion and the Board approved unanimously.

Ronnie Bowers presented the Independent Audit Report and Financial Statement. Charles Bowlin made a motion to approve. Jim Armontrout seconded the motion and the board approved it unanimously.

Sign and Approve the 2022 Holiday Schedule. Jim Armontrout made a motion to approve the Schedule. Charles Bowlin seconded the motion and the Board approved unanimously.

Sign and Approve the 2022 Board Meeting Schedule. Charles Bowlin made a motion to approve the Schedule. Jim Armontrout seconded the motion and the Board approved unanimously.

Discuss and Consider the districts participation in the LIHEAP Management Federal Funding Program. E. J. Snider made a motion to approve joining the program. Jim Armontrout seconded the motion and the board approved it unanimously.

Consider & Approve the iPad prices for the new system to read meters. Terrell Hamill made a motion to approve the purchase of two iPad Pros. Charles Bowlin seconded the motion and the board approved it unanimously.

Discuss Approving Terri Holt to get a debit card for the Operations Account. Charles Bowlin made a motion to approve. E. J. Snider seconded the motion and the board approved it unanimously.

Sign & Approve the Notice to Proceed for CDGB Grant for 8" water line to service Trec'e'. The Contract was not provided to sign as it was not ready at this time Per Louis Funk.

Discuss the recent Resignation of Employee. The Board Discussed the Reasoning and Resignation of Tre George.

To Consider, Interview Applicant, & Employ an Operator. Seth Hughes was the only applicant present at the meeting. The board interviewed Seth. Jim Armontrout made a motion to approve the hire of Seth Hughes and Charles Bowlin seconded the motion and the board approved it unanimously.

Richard with ORWA presented his Leak Detection Report to the board. He reported good information and suggestions.

Executive Session if Necessary: N/A

Unforeseen Old Business: N/A

Unforeseen New Business: N/A

Office reports

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. #1676 John & Alexis Reynolds – 1750 E 473 RD, Pryor
2. #1677 Derek Palmer – 3626 N 436 RD, Pryor
3. #1678 Ryan & Julie Hugley – 11736 N 429 RD, Adair
4. #1438 Charles Ermel – 170 E 498 Cir, Pryor

D. Transfers

1. #493 Ruth Irving– 428099 E 270 Rd, Chelsea To: Peoples Community Center
2. #1212 CW Ingram – 3888 N 4327 RD, Pryor To: Rafael Nevarez
3. #1243 Brue Tibbets – 3207 E 460 RD, Pryor To: Seth & Jennifer Best
4. #127 David Langton – 1661 W 470 RD, Pryor To: Melvin & Linda Jennings
5. #228 Russ & Anita Langley – 6156 W 420 RD, Adair To: Randy & Sue Jobe
6. #1579 Aaron & Chelsey Strickland – 2449 E 437 RD, Adair To: Eric & Elizabeth Henson

E. Deferred Payment Plan Request:

1. #728 Brian McClelland – 9534 S 4270 RD, Chelsea – Leak amount of \$593.93
2. #237 Joel Moeller – 6978 W 380 RD, Adair – Leak amount of \$375.44
3. #1460 Welena Blanket-Price – 26180 E 295 RD, Big Cabin – Leak amount of \$785.42

F. Locked Meters for 90 day forfeiture letters:

1. N/A

G. Request for Service Discontinuance:

1. N/A

H. Approve and sign Agenda

Note for Minutes:

Meters due to forfeit on December 16, 2021 if no payment made:

#272 Sharon or Jessiah Proctor – 10302 S 4270 RD, Chelsea

#1000 Edward H Lacy – 5510 S RD, Chelsea

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

Operators Reports

No Operators Present

The Board considered the next regular meeting at the District office January 10, 2022, at 8:00 p.m. Following the Annual Meeting at Oak Grove Menonite Church at 7:00 p.m. No change required.

Jim Armontrout made a motion to adjourn the meeting. The motion was seconded by Charles Bowlin and approved unanimously by the Board. The meeting adjourned at 6:03 p.m.

 - TERRELL HAMILL
Curt Stutzman, Secretary