

MAYES COUNTY RURAL WATER DISTRICT NO. 2
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MINUTES OF REGULAR MONTHLY BOARD OF DIRECTORS MEETING June 10, 2024

The regular monthly board meeting of Rural Water District #2, Mayes County, Oklahoma was held at the District Office in Mazie Oklahoma.

Notice of meeting was posted June 7, 2024, at 11:30 a.m. on the office door of Mayes County Rural Water District No. 2 in Mazie.

The meeting was called to order by Chairman Charles Coblentz at 7:32 p.m.

Quorum was established – Members present: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder.

Members late: None.

Members left early: None.

Members absent: Michael Southern and John Diacon. Travis Mahurin's seat was vacant.

Employees present: Tom Rotert, Brian Kellogg, Ryann Rotert and Kathy Waggoner.

Visitors present: Joe Kight

Under public comment: Joe Kight was present to request reimbursement for the payment he made to a plumber. Mr. Kight reported that there was a possible leak at or near his meter can and a work order was made. After approximately 3 weeks it had not been checked so he called a plumber. Upon digging up around the meter can, the plumber found that there was a leak, and it was on the District's side. Mr. Kight paid the plumbing company, Double D Plumbing, \$715.00. He would like to be reimbursed since the leak was not looked into by the District and was the District's responsibility.

A motion was made by John Hardin and seconded by Amos Allen to approve the reimbursement to Joe Kight in the amount of \$715.00 with check number 20946. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by Ed Yoder and seconded by Amos Allen to approve the minutes of the May 13, 2024, meeting. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by John Cobb to approve the minutes of the May 22, 2024, Special Meeting. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by Amos Allen and seconded by Dale Yoder to approve May bills check numbers 20911-20945 plus 17 bills to be paid online, June payroll and postage in the amount of \$166,766.06. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by John Cobb to approve new BU#s 3087 and 3088. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by Ed Yoder and seconded by Dale Yoder to approve the following benefit unit transfers: BU#s 2308, 2182, 2543, 2339, 328.8 and 2459. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by John Cobb and seconded by Dale Yoder to approve pay request on 412 Grand River Bore Project to Poly Pro in the amount of \$116,217.72. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by John Cobb to approve Pay Request No. 6 from DMD Construction for the 2023 Valve Project in the amount of \$11,205.25. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by Dale Yoder and seconded by John Hardin to add Kathy Waggoner as an authorized signer on the Deposit Refund Account, #10060, at Welch State Bank. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by Ed Yoder and seconded by John Cobb to approve amending the Authorized Representatives for the RWD No. 2 Mayes County Revenue Note Series 2021 at BoKF by removing Christopher Neel and replacing with Tom Rotert and adding Kathy Waggoner. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by Ed Yoder and seconded by John Hardin to renew Welch State Bank CD# 21272 for a 12 month term upon maturity. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by Amos Allen to approve water rate increase effective July 1, 2024, contingent upon OOWA raising rates, in the exact amount of increase. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by Ed Yoder and seconded by Amos Allen to approve the 2024 Budget as presented. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by John Cobb to approve hiring an employee and any fees associated with advertising for the position online and/or in newspapers. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by John Cobb and seconded by Ed Yoder to approve hiring of Vickie Fielden as a part time employee working no more than 32 hours a week at \$15.00 an hour. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

Engineer Brian Kellogg gave a brief Engineering Report: Has been in contact with the Port Authority regarding their consumption needs and infrastructure requirements to supply water to their wastewater treatment facility being built. They have not submitted an application yet, in the early stages of discussions. DMD Construction have completed approximately 33% of the 103 valves on the 2023 Valve Project.

Tom Rotert gave a Manager's Report: Water loss was 26.81%. There were actual reads this month as both master meters were reading. Any over or under estimating from the previous year should be caught up. Expecting more accurate water loss number next month. Been working on leaks and getting work orders caught up. Disbursements were up this month, had several services that were uncommon. Still talking with Zenner regarding upgrading the system as well as looking at other companies. Working on getting presentations arranged.

Under Old Business: Upon looking at computers to replace the Billing computer, the cost will be more than originally planned when considering software and protection plans from a trusted seller. Requesting an increase in approved amount to spend.

A motion was made by John Hardin and seconded by Ed Yoder to approve purchase of new Billing computer at a cost up to \$2,000.00. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

Under New Business: A motion was made by John Cobb and seconded by John Hardin to reconsider approval of pay request on 412 Grand River Bore Project to Poly Pro in the amount of \$116,217.72 and table until proper pay request is submitted. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

Executive Session not entered.

A motion was made by Amos Allen and seconded by John Cobb to appoint Tom Rotert as Acting District Manager, effective immediately, with a pay increase to \$55,000 annually, effective July 1, 2024, and review of performance and pay rate after 6-month probation period. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

A motion was made by Dale Yoder and seconded by Ed Yoder to adjourn. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, John Hardin, Ed Yoder, John Cobb, and Dale Yoder. Voting no: None. Abstained: None.

The meeting was adjourned by Chairman Charles Coblentz at 10:06 p.m.

Secretary Treasurer
(seal)