

Minutes of Meeting of Directors

Cherokee County RWD 13

20102 W Cookson Bend Rd – Cookson, OK 744427

Wednesday, December 3, 2025

Directors: Tim Bomar, Norm Shipley, Susan Cresswell, Pat Williams

Staff: Hisham Sokhun- Operator, Jesse Dry – Plant Operator

Guests: Jack Roye

Jack Roy Presented 2026 Budget and explained line-by-line items. The Board is required to have a budget. (See Attached Exhibit "A") Loan interest is way up for 2026; repairs & supplies up and maintenance up for 2026. New Operator salary is included in 2026 budget. This budget meets OWRD guidelines of at least 40%.

Discussion of hydraulic study and possible new engineering firm held. Discussion of bids for new water meters held. Sham and Jesse will obtain bids from the two companies selling the meter we are installing. This is in order to use the leftover project monies of approximately \$120,000.

Discussed initiating a handbook for CCRWD 13 outline, among other things, PTO, vacation, sick leave, etc. Tim has obtained a copy of RWD 16 handbook and he will review and make suggestions and changes regarding handbook for RWD 13 to bring to the Board.

Discussed 3 applications received so far for the office position with one more week until cutoff on 12-16-2025.

Next Agenda: Please add "Approve 2026 Budget", "Engineering update", "Executive Session for office personnel interviews".

ADJOURNMENT:

There being no further business before the Board, Norm Shipley called the meeting adjourned at 9:51 am.