

Minutes of Meeting of Directors
Cherokee County RWD 13
20102 W Cookson Bend Rd - Cookson, OK 74427
Thursday, April 17th, 2025 at 1:00 pm

Directors: Norman Shipley, Cory Beights, Susan Cresswell, Tim Bowmar, Pat Williams
Staff: Jesse Dry- Plant Superintendent; Hisham Sokhun- Operator
Guests: Jack Roye CPA, Jonathan Pipkins,

Pursuant to the laws of the state in which this corporation is organized, and its bylaws, a meeting of the Directors of the Corporation was held at CCRWD 13 20102 W Cookson Bend Rd, Cookson, OK on April 17th, 2025 per the agenda posted April 14th, 2025 at 1:00 p.m. pursuant to public notice requirements thereof in writing and posted on the gate of the Business office. Present at the meeting was a quorum of Directors and have signed their names below. The meeting was duly called to order by Cory Beights at 1:00 p.m. The following items of business were resolved:

CONSENT AGENDA

Discussion, Action, Report:

After review of the Consent Agenda for March 2025;

1. Approval of minutes for March 2025 Regular Meeting: Motion: Norman Shipley made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye, Tim Bowmar, aye.
2. Payment of claims and financial report presented by Jack Roye: Our money market account is now open with a \$50,000.00 transfer in April. Revenue is up \$13,000.00 for month over previous year. Reviewed checks and financials. Reports ORWA convention is coming up and Jack will spend some time with clients who have meter companies. Financials are moving in right direction. K&M check has been cashed. Tim Bowmar requested total of monies paid to Myers Engineering. Motion: Tim Bowmar to approve, 2nd: Norman Shipley, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye, Pat Williams, aye.
3. Cut-offs presented by Hisham Sokhun: Motion: Tim Bowmar to approve, 2nd: Norman Shipley, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye, Pat Williams, aye.
4. Adjustments: Nelson 1368 \$68.10/197.72 Motion: Norman Shipley to approve, 2nd: Tim Bowmar, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye, Pat Williams, aye.
5. Forfeitures: none this period
6. New Memberships/Transfers for approval- Discuss hydraulic reports for Riley/Flint Ridge Park, Arterberry/549 Rd, Brooks/Cookson Bend Rd and the 16-lot development on 550 Rd: Still waiting on hydraulic report for Wiley. Motion to approve Arterberry and Brooks made by Tim Bowmar, 2nd: Norman Shipley, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye, Pat Williams, aye. 3D Conservation Group 16 lots requested 2 more meters. 3 have been purchased. We can only accept 4 plus 1 forfeited meter. Motion to approve two more meters made by Tim Bowmar, 2nd: Norman Shipley, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye, Pat Williams, aye.

UNFINISHED BUSINESS

Discussion, Action, Report:

1. Operator's report - Jesse Dry
We had a filter blowout which was out of warranty. A new filter was ordered at a cost of \$1300.00. The antenna broke off the building. We were down for 1.5 hours. Sham was able to get it back up with help. We will be adding two additional fixtures to secure it.

NEW BUSINESS

Discussion, Action, Report

- 1 Discuss and possible action reference Jonathan Pipkins (Myers Engineering) - Update on current projects. Discuss possible action regarding the new filter skid installation, RIG grant and the intake dock project. Approve invoices 223015-6 (dock), 223177-5 (filter skid) and 271 #10 from Myers Engineering: ODOT Hwy project is complete. There is a second payment due and there will be a third payout for retainage.

Intake- 1st payment approved and received by K&M for \$142,833.09. Jonathan will take pics of fabrication. Army Corps Lake Manager gave us permission to clean up the intake area. Jonathan states he was not aware we needed Corps approval. Cory is concerned it could take six months to a year to receive approval to install the dock. Notice to proceed for K&M is for fabrication. Jack says we may need to issue a change order on K&M contract. Jack thinks we need to discuss what happens if the dock breaks loose. We need to have expectation in mind and plan in case this scenario occurs.

Jonathan explained that two bids were submitted for the skid install project. Quicksilver and Downey. Quicksilver bid is \$523,000.00 for #1, #2, #5 and #6 work. Downey is \$1,070,000.00 for #1 and #2. Per Jonathan, Quicksilver knows about the skid arrival date of 5/25 to 6/1. Their bid includes updating the computer equipment and software. Jonathan to bring finalized bid sheet to meeting on April 25th. The company is aware they need to be here to unload and install skid when it is delivered.

No action taken on invoices until Brian returns. Jack will speak with John Young regarding upcoming meeting on Friday April 25th with

Bill Myers.

ADJOURNMENT:

There being no further business before the Board, **Tim Bowmar made a motion to adjourn, Norman Shipley seconded, motion carried unanimously. Meeting adjourned at 2:07 p.m.**

Respectfully Submitted,

Brian Blair

Brian Blair, Office

Susan Cresswell
Board Secretary