

Minutes of Meeting of Directors
Cherokee County RWD 13
20102 W Cookson Bend Rd - Cookson, OK 74427
Thursday, August 15th, 2024 at 1:00 pm

Directors: Cory Beights, Susan Creswell, Tim Bowmar, Pat Williams

Staff: Jesse Dry- Plant Superintendent; Hisham Sokhun- Operator; Brian Blair- office

Guests: Jack Roye CPA, Jonathan Pipkins, Sandra Epperly, Jennifer Smith, Sherri Lemons, Aaron Willard, Mary Westbrook, Larry Westbrook, Kevin Russell and Pat Hansen

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 August 15th, 2024 per the agenda posted August 13th, 2024 at 1:00 p.m. pursuant to public notice requirements thereof in writing and posted on the gate of the Business office.

The meeting was duly called to order by Cory Beights at 1:02 p.m. The following items of business were resolved:

CONSENT AGENDA

Discussion, Action, Report:

After review of the Consent Agenda for July 2024;

1. Approval of minutes for July regular meeting: Motion: Tim Bowmar made a motion to approve, 2nd: Susan Creswell, motion carried to wit: Cory Beights, aye, Pat Williams, aye.
2. Payment of claims presented by Jack Roye: Motion: Susan Creswell to approve, 2nd: Pat Williams, motion carried to wit: Tim Bowmar, aye, Cory Beights, aye.
3. Financial Report: presented by Jack Roye: The Board asked for and received clarification of Filmtec (10% down for new plant) and K&M Welding (New Intake) payments Motion: Pat Williams to accept, 2nd: Tim Bowmar, motion carried to wit: Susan Creswell, aye, Cory Beights, aye.
4. Cutoffs: Not available due to early Board Meeting date as cutoffs are not done till after the 15th of each month
5. Forfeitures: Clark 57- Motion: Susan Creswell to approve, 2nd: Pat Williams, motion carried to wit: Tim Bowmar, aye, Cory Beights, aye.

UNFINISHED BUSINESS

Discussion, Action, Report:

1. Operator's report - Jesse Dry
9 leaks fixed this period. The plant has ordered a new Chart Recorder for \$3000.00 currently using an outdated recorder borrowed from another district. The High Service pump is back in operation after impeller replacement. The new lake pump is arriving soon. Also advised the Board needs to sign 271's for filter/dock payments
2. Office Report- Brian Blair
Has begun to digitize all customer files. Currently ¼ finished

NEW BUSINESS

Discussion, Action, Report

1. Jonathan Pipkins/ Meyers Engineering: Will have a "pre-construction" meeting with contractors Monday (Aug 19) with a projected start date of September 3, 2024. Contracts and current change orders are all signed. The project will hopefully be completed in December. He recently met with Mark Vance (K&M Welding) and provided full dock plans plus updates. They discussed the details and changes. Maintenance, security and surety bonds are coming from K&M. The permit is in routing. He discussed the implementation of multiple shutoff controls and the inclusion of an 8 foot security gate.
2. Discuss possible action concerning three meters bypassed by Cookson Marina: The Marina will be allowed to remove meters 1858,1905 and 1906 bringing the total to 5 forfeited meters on the property. The Marina will be classified as a business/hotel "multi-unit" as long as we get written agreement not to bypass any more meters. Motion: Susan Creswell to approve, Tim Bowmar 2nd., motion carried to wit: Pat Williams, aye, Cory Beights, aye.
3. Discuss possible action concerning members who have multiple services on a single meter: Several customers have previously negotiated rates that are not in line with the current billing schedule. There were several examples discussed and the Board agreed that all customers, including those with unique rates will be brought up to date. The number of memberships will remain the same and all usage will be updated to the current rate so that all members are paying the same. Motion: Susan Creswell to approve, 2nd: Pat Williams, motion carried to wit: Tim Bowmar, aye, Cory Beights, aye.

The District's attorney is currently updating the bylaws to address future "multi-units" combined to one meter. The need to structure a commercial/master meter rate was discussed.

Executive Session:

The regular meeting was called to Executive Session at 2:04 pm to discuss personnel matter concerning the pay rate for Jesse Dry. No action was taken with the matter tabled until September 19th.

ADJOURNMENT:

There being no further business before the Board, **the meeting adjourned at 2:56 p.m.**

Respectfully Submitted,

Brian Blair

Brian Blair, Office