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

Directors: Norman Shipley, Cory Beights, Tim Bowmar, Pat Willaims, Susan Cresswell
Staff: Jesse Dry- Plant Superintendent, Hisham Sokhun- Operator, Brian Blair- Office
Guests: Jack Roye CPA, Jonathan Pipkins (Myers Engineering), Floyd Robb, John Johns, Larry and Mary Westbrook

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 July 17th, 2025 per the agenda posted July 15th, 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. The meeting was duly called to order by Cory Beights at 1:01 p.m. The following items of business were resolved:

CONSENT AGENDA

1. Approval of Minutes from June Regular Meeting: Motion: Tim Bowmar to approve, 2nd:Norman Shipley, motion carried to wit: Cory Beights, aye, Pat Williams, aye, Susan Cresswell, aye.
2. Payment of Claims- Jack Roye: noted DEQ permit increase- Motion: Susan Cresswell to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye, Tim Bowmar, aye, Norman Shipley, aye.
3. Financial Report- Jack Roye: Operating cash up with $100,000 RIG Grant included- on goal for the year. Expenses down. Put $150,000 into money market account. Current projects coming in below estimates. We can move RIG Grant to money market account for the meter replacement project. Billing amounts are down again from last year- could be related to this year's wet weather combined with old meters loss. Need to explore CDBG grants for meter project, many old grants were cut this year and IHS is a lengthy process. Motion: Norman Shipley to approve, 2nd: Tim Bowmar, motion carried to wit: Cory Beights, aye, Pat Williams, aye, Susan Cresswell, aye.
4. Cut-offs: 16 this period, only 1 remains off
5. Forfeitures: - none this period
6. Adjustments- none this period
7. New Memberships/Transfers for approval- TRANSFERS 1502- Carter, 1556- Threlkeld RH, 1675- Tanner, 2016- Froese, NEW Zach Sherrell 1353 Motion: Norman Shipley to approve, 2nd: Tim Bowmar, motion carried to wit: Cory Beights, aye, Pat Williams, aye, Susan Cresswell, aye.

UNFINISHED BUSINESS

Discussion, Action, Report:

1. Operator Report – Jesse Dry (plant operations/line maintenance)
   Mainly working on replacing valves and a few leaks. One large leak in Standing Rock area (10,000 gpd) narrowing down area locate. Sham is working on new meter funding- we have replaced 87 so far. We are looking to temporarily shut down the plant to start up the new filter system Mon-Tues
2. Office- Brian Blair

- Postage rate change .69 to .74 ($45.00 billing increase)
- 271 #14
- Myers Engineering Invoice 223015-9
- Myers Engineering Invoice 223177-8
- Quicksilver Utility Contracting pay application #2

NEW BUSINESS

Discussion & Action:

Discuss and possible action reference Jonathan Pipkins (Myers Engineering) - Update on current projects. Discuss possible action regarding the filter installation, RIG grant and the intake dock project. Filter System: Quicksilver is waiting on a spacer/airline connection and a few little things. Will know completion schedule next week- allowed 8 days for commissioning/ training. Worth Hydrochem is doing upgrades on the CMF Unit such as programming and SCADA upgrades per the June 18 meeting. As of June 26, everything is on track. Need Memcor to commission new unit. Dock: almost complete and ready to move into place. Shoreline construction complete. Need additional expense for K&M to move pump to complete dock plumbing

Discussion and possible action to convene in Executive Session pursuant to 25 O.S. 2021, § 307(B)(1), to discuss increase in pay rate of Hisham Sokhun after 6 years of service.

a. Vote to enter Executive Session. 1:38
b. EXECUTIVE SESSION pursuant to 25 O.S. 2021, § 307(B)(1).
c. Vote to exit Executive Session. 2:09 Motion: Tim Bowmar to exit executive session, 2nd:Norman Shipley, motion carried to wit: Cory Beights, aye, Pat Williams, aye, Susan Cresswell, aye.
d. Possible action regarding item(s) discussed in Executive Session

Approve pay increase for Hisham Sokhun per Executive Session discussion retro active to start with this pay period. Motion: Tim Bowmar to approve, 2nd: Susan Cresswell, motion carried to wit: Cory Beights, aye, Pat Williams, aye, Norman Shipley, aye.

ADJOURNMENT:

There being no further business before the Board, **Cory Beights called the meeting adjourned at 2:11 p.m.**

Respectfully Submitted,

Brian Blair

Brian Blair, Office

Susan Cresswell

Susan Cresswell
Board Secretary