

Minutes of Meeting of Directors
Cherokee County RWD 13
20102 W Cookson Bend Rd - Cookson, OK 74427
Thursday, June 20th, 2024 at 1:00 pm

Directors: Norman Shipley, Cory Beights, Pat Willaims

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

Guests: Jack Roye CPA, Jonathan Pipkins, Sandra Epperly, Jennifer Smith, Sherri Lemons, Mary Westbrook, Larry Westbrook, David LaBrue, Mark Nickel and William Gregory

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 June 20th, 2024 per the agenda posted June 18th, 2024 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. As evidenced by their signature the directors hereby waive any meeting notice that may be required. The meeting was duly called to order by Cory Beights at 1:00 p.m. The following items of business were resolved:

Prior to the consent agenda, customer William Gregory was allowed to address the Board to state his disapproval of the recent rate increase

CONSENT AGENDA

Discussion, Action, Report:

After review of the Consent Agenda for May 2024;

1. Approval of minutes for May 24 regular meeting: Motion: Norman Shipley made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye.
2. Payment of claims presented by Jack Roye: Motion: Norman Shipley made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye.
3. Financial Report: presented by Jack Roye: We are starting to see an uptick in operating cash due to new customers added and the recent rate increase. With the uptick, we need to investigate more investment in CD's. Our financial situation is now headed in the right direction. Motion: Norman Shipley made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye.
4. Cutoffs: Presented by Hisham Sokhun, 18 cutoffs this period Motion: Norman Shipley made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye.
5. Forfeitures: Blackman 1770, Labrue voluntary 1858,1905, 1906 Motion to accept 1770 only: Motion: Cory Beights to approve, 2nd: Norman Shipley, motion carried to wit: Pat Williams, aye. Acceptance of 1858, 1905 and 1906 TABLED till next meeting
6. New membership applications: Austin 1463, Burnes 1301 and Hatfield 1651 Motion: Norman Shipley made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye.

UNFINISHED BUSINESS

Discussion, Action, Report:

1. Operator's report - Jesse Dry
Ordered new pump for intake as backup, we are still waiting for the new plant filters (up to 4 weeks out).
Asked for increase in debit card limit from 1000.00 to 3000.00 due to rising cost of supplies- Motion: Pat Williams to approve, 2nd: Norman Shipley, motion carried to wit: Cory Beights, aye.
2. Office Report- Brian Blair
Two bids were submitted for the surplus trailer. Aaron Willard/ Hickory Construction won for \$2001.00. The trailer has been removed from the property
3. Discuss possible action concerning simplifying and unifying the billing process for customers with previously allowed special rates to clarify different users possibly including but not limited to: residential, commercial, agricultural and special meter rates: We currently have 9 special rate customer meters. Suggested that everyone be on the new billing rate except 1288 and give them a flat 42% rate increase to make every customer equal. We are still waiting on Attorney's opinion concerning bylaws and benefit unit definitions. TABLED from May meeting. Tabled till July. We are still waiting on attorney opinion
4. Discuss possible action concerning updating the new customer deposit to better represent the average 90 day billing amount: Need wording changed in the bylaws to allow for faster cutoff to prevent accrual of 3 month bills- TABLED from May meeting. Tabled till July. We are still waiting on attorney opinion

NEW BUSINESS

Discussion, Action, Report

1. Discuss possible action/acceptance of ODOT project low bidder: we received 3 bids for the ODOT project. B&H Construction of Norman, OK was low bidder with \$912,182.00 bid for PVC and \$875,131 bid for alternative HPDE. B&H has been vetted by Myers Engineering who recommends they be approved for the project. ODOT will reimburse for all expenditures for the project. Motion: Norman Shipley made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye.
2. Jonathan Pipkins (Myers Engineering) - Update on current projects. Discuss possible action regarding the current Hwy project, intake dock project, new filter skid and/or the new filter/standpipe projects. The replacement filter system agreed

upon in December 2023 was never ordered. Haynes Equipment will still honor the \$648,000 bid. We need to check on shipping from Australia and get this filter ordered. The Board requested a signed copy of the original contract and was advised that it would be emailed. The Board also needs a clarification of the "inspections clause" and project oversight to outline the cost and possibility of having CCRWD13 staff handle this function in-house. Grant applications to Cherokee Nation were also discussed. An estimate for the pending dock/intake project was stated as \$248,000.00 with all new except existing pumps and piping and to remove the old structure. The Board signed a new copy of the previous contract and sent with Mr Pipkins. A \$65,000 payment will be billed.

3. Discuss possible action to allow the new WEX fuel card to be moved to "autopay" status as the bill will be due on the 7th of each month with the invoice coming in to the office after most scheduled monthly board meetings causing the payments to be a month behind. Motion: Norman Shipley made a motion to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye.

ADJOURNMENT:

There being no further business before the Board, **Cory Beights made a motion to adjourn, Norman Shipley seconded, motion carried unanimously. Meeting adjourned at 2:37 p.m.**

Respectfully Submitted,

Brian Blair

Brian Blair, Office

Board Director

Board Director

Board Director

Board Director

Board Director