

**Minutes of Meeting of Directors
Cherokee County RWD 13
20102 W Cookson Bend Rd - Cookson, OK 74427
Thursday May 15th, 2025 at 1:00 pm**

Directors: Norman Shipley, Cory Beights, Tim Bowmar, Pat Williams

F: Jesse Dry- Plant Superintendent, Hisham Sokhun- Operator, Brian Blair- Office

Guests: Jack Roye CPA, Jonathan Pipkins, Mary and Larry 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 May 15th, 2025 per the agenda posted May 13th, 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 1:01 p.m. The following items of business were resolved:

CONSENT AGENDA

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1. Approval of Minutes from April Regular and Special Meetings: Motion: Tim Bowmar to approve, 2nd: Norman Shipley, motion carried to wit: Cory Beights, aye, Pat Williams, aye.
2. Payment of Claims- Jack Roye: Motion: Norman Shipley to approve, 2nd: Tim Bowmar, motion carried to wit: Cory Beights, aye, Pat Williams, aye.
3. Financial Report- Jack Roye: Operating cash is now up to \$350,000.00 with bills at \$240,000. The money market account stands at \$77,000.00. Moving out of winter repairs which are higher and into increased summer revenue. Motion: Norman Shipley to approve, 2nd: Tim Bowmar, motion carried to wit: Cory Beights, aye, Pat Williams, aye.
4. Cut-offs: none due to early in the month meeting date
5. Forfeitures: Upton 1784- Motion: Tim Bowmar to approve, 2nd: Norman Shipley, motion carried to wit: Cory Beights, aye, Pat Williams, aye.
6. New Memberships/Transfers for approval- Braden 528 Rd (1094), Sellmeyer (Flint Ridge): Flint Ridge HOA notified of 10 new meters available on that line- Motion: Tim Bowmar to approve, Pat Williams 2nd., motion carried to wit: Cory Beights, aye, Norman Shipley, aye.

UNFINISHED BUSINESS

Discussion, Action, Report:

1. Operator Report – Jesse Dry (plant operations/line maintenance)
Busy chasing leaks this period. 40' of line exposed off Blue Top Rd, the ditch keeps eroding. Built by Cherokee Nation. Need to get with them as this is water and fiber cable lines we have patched before. Would like to re route as this feeds all of Dry Creek. Check ECWAG grant from USDA
2. Office Report – Brian Blair
Need approval of:
 - Invoice 223015-7 for \$4,050.00 - Raw Water Floating Intake and Pump System
 - Invoice 223177-6 for \$4,000.00 – Water Treatment Plant Improvements

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.

Intake- K&M submitted 2 pay applications and 1 change order so far. \$269,000.00 remaining balance. We have received final Corps of Engineers approval letter for shoreline work. The intake, walkway, intake cans, pickers and I-beam trolley are all now fully fabricated. Shoreline work will begin Monday with 34 days left on contract.

Filter- control panel delivered May 14th. The pre construction meeting was held May 5th. Waiting on Dupont update on delivery 2 (turbidity panel). It was supposed to ship last week. The filter was supposed to arrive in Houston on May 14th. The project is scheduled to begin on May 19th. We should be able to unload the container and move the unit into the shop in 1 day to avoid container rental. We are working with Worth Hydrochem and Pioneer Supply for material. The contracts signed by Quicksilver Construction are waiting for our attorney's approval.

Discuss and possible action concerning 2025 Audit Engagement Letter with Northeastern Oklahoma Accounting PLLC: Jack Roye reported the financials have been sent- Motion: Norman Shipley to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye, Tim Bowmar, aye.

Discuss and possible action concerning acceptance of new rate quote with ORWA Assurance to better reflect the current value of CCRWD 13 assets. TABLED until June meeting

Discuss and possible action concerning PIKEPASS application for CCRWD 13 vehicles

Discussion and possible action to convene in Executive Session pursuant to 25 O.S. 2021, § 307(B)(1), to meet with Attorney John Young

- a. Vote to enter Executive Session.
- b. EXECUTIVE SESSION pursuant to 25 O.S. 2021, § 307(B)(1).
- c. Vote to exit Executive Session.
- d. Possible action regarding item(s) discussed in Executive Session.

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

x Susan Cresswell

Susan Cresswell
Board Secretary