

**Rural Water District #4
Wagoner County
Regular Board Meeting**

July 14, 2020

7:00 PM

Join Meeting: call 480-712-7555 ID:1151-258-2331

Call to order: Chairman Kunze called the meeting to order at 7:00 pm.

Board Members present: Mr. Arnold Kunze, Mr. Charles Stinnett, Mr. Jim Self and Mr. Gary Rogers, on phone-present. Mr. Chad Jester, present.

Staff Present: Mr. Bill Giles, Mr. Rick Lang

Citizens Present: No citizens, present.

The first order of the evening was the Call to Order by Board Chairman, Arnold Kunze, followed by the Roll Call by the clerk. Roll Call: Mr. Jim Self, present; Mr. Gary Rogers, present; Mr. Charles Stinnett, present, and Mr. Arnold Kunze, present. Mr. Chad Jester, present..

Discussion and action on Approval of the Minutes of the 6-9-2020 Regular Board Meeting.

Chairman Arnold Kunze called for review of the Minutes recorded for the 6-9-2020 Regular Board Meeting [Tab 2]. Following Board review and without discussion, Mr. Jim Self entered a Motion that the Minutes of 6-9-2020 Regular Board Meeting be approved; Mr. Chad Jester Moved to Second the Motion. Roll Call: Mr. Arnold Kunze, yes; Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; and Mr. Jim Self, yes. Mr. Chad Jester, yes. The Minutes of 6-9-2020 Regular Board Meeting stand approved as entered.

Discussion and action on approval on items from citizens present.

Chairman Kunze acknowledged for the record that no citizens were present.
No action taken.

Discussion and Review of the Manager's Report/Status Report.

Mr. Giles referred the Board to the Manager's Report [Tab 3]. Mr. Rick Lang's first order of business was to relate that there had been 20,562,614 gallons of water purchased from the City of Tulsa for June. He then related that June sales records confirm sixty-four (64) meters sold during the month and fifty-one (51) meters installed. To this date in July, twenty-one (21) meters have been sold.

There is a leak on the North side of the Arkansas River where the line goes under the river and feeds Stone Bluff. The other leaks that we had are small. He reported that the pumpage report recorded 95,455,000 gallons of water pumped from the District's water plant. He had no additional information; no discussion or questions arose --- no action was required.

Discussion and Review on the Engineering Report.

Mr. Giles referred the Board to the Engineering report [Tab 3, next to the last page]. The District's Engineer, Ryan Smith stated that there has not been much change. There has not been any changes on the 209th water line project. On the 101st St relocations Ryan hopes to have preliminary plans for a walkthrough completed by the end of the month. On 193rd E Ave from 51st to 61st there hasn't been many changes for the last month. On the 81st & Wright Place, City of Broken Arrow has designed a small relocation. The Wastewater Treatment Plant has been submitted to DEQ for permitting. At this time, we are looking at bid documents to be coming out August/September. Construction should begin January 2021.

Ryan then inquired whether there were any questions; no questions or discussion arose and no action was required.

Discussion and review of the Business Managers Report

Mr. Giles referred the Board to The Business Manager's Report [Tab 3, final page] to review account balance figures as of the end of June.

The New Debt Service Fund has a balance of \$63,302.54.

The Rural Development Reserve Fund currently stands at \$365,910.53.

Oneta Energy update: June bill submitted.

The Reserve Fund has a balance of \$937,177.17.

Monthly Billing Recap update.

The Current Debt Service Reserve balance \$50,234.85

Caselle Update: Last month a laundry list was put together with all of the issues. All of the issues have generally been taken care of. Two Caselle employees came out during the June billing and for the most part things were successful.

No questions or discussion arose on the Business Manager's Report and no action was required at this time.

Discussion and action on approval of Pay Requisition #24 in the amount of \$128,706.10 for work performed in June 2020 and engineering and Inspection during this time period.

Mr. Giles referred the Board to [Tab 4]. This is for the work that Cook did from May 26 thru June 25, there were no construction weather delay days during this month. They put 1800 foot of 16-inch pipe in and they did a 30-inch steel bore. They are making progress and are at 90% completion. There are 217 Damages Days and by the end of the project they are going to be approximately around \$100,000 in damages. After discussion, Mr. Charles Stinnett made a motion to approve Pay Requisition #24 in the amount of \$128,760.10 and Mr. Chad Jester seconded the motion. Roll call: Mr. Arnold Kunze, yes; Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim self, yes; Mr. Chad Jester, yes. The motion stands approved as entered.

Discussion and action on approval of Change Order #4 for an increase in contract time of 63 days for Cook Consulting LLC, consisting of 21 days of weather delay, 30 days of time requested by the contractor to finish the project, and 12 days of additional time due to 3 incidents that required additional work not according to plan.

Mr. Ryan Smith stated that the Cook Consulting crew was pulled off of the jobs to assist other jobs within the district. He stated that they were pulled to do work on 225th on a line that was exposed in a creek, and 4 days for Silverleaf entrance which was not there when the project was designed. And the last 4 days were for a bore underneath 225th past 61st street we didn't realize that the water line would require a road bore.

After discussion, Mr. Chad Jester made a motion to approve the Change order #4 for an increase in contract time of 63 days for Cook Consulting LLC, consisting of 21 days of weather delay, 30 days of time requested by the contractor to finish the project, and 12 days of additional time due to 3 incidents

that required additional work not according to plan. Mr. Charles Stinnett seconded the motion. Roll call: Mr. Arnold Kunze, yes; Mr. Charles Stinnett, yes; Mr. Gary Rogers, yes; Mr. Jim self, yes; Mr. Chad Jester, yes. The motion stands approved as entered.

Discussion and action on approval to change the August 2020 Regular Board Meeting from August 11, 2020 to August 18,2020 due to vacation scheduling.

Mr. Charles Stinnett entered a motion that the board approve the change of the August 2020 Regular Board Meeting from August 11,2020 to August 18, 2020 due to vacation scheduling . Mr. Chad Jester seconded the motion. Roll Call: Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; and Mr. Arnold Kunze, yes; Mr. Chad Jester, yes. The Motion that the Board approve the August 2020 Regular Board Meeting from August 11,2020 to August 18, 2020, stands approved.

Discussion and action on approval of Annual Meeting notifications and exhibits.

Mr. Giles referred the Board to tab 6 to explain the required exhibits for the Annual Meeting scheduled for October 1, 2020. That includes the Notice of Meeting, Agenda for the Meeting and Special Meeting for election of officers, Notice of Elections, Minutes of the 10/3/2019 Annual Meeting, and the Notice of Candidacy of the At Large Director. After brief discussion, Mr. Chad Jester entered a motion that the board approve the Annual Meeting notifications and exhibits. Mr. Jim Self seconded the motion. Roll Call: Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; and Mr. Arnold Kunze, yes; Mr. Chad Jester, yes. The Motion that the Board approve the Annual Meeting notifications and exhibits, stands approved.

Discussion and review on Water plant and distribution issues.

Mr. Rick Lang stated that the water plant is getting pretty good run time out of it but the flow rate out of the filters are not where we would like them to be. The north clearwell has a 400 gallon pump that has gone out. The pump and motor are both bad. Mr. Lang does not see the need to replace a 400 gallon pump. E-pumps is looking at replacing it with another 1,000 gallon pump.

Mr. Lang stated that Kevin Bindrum was in a interim position since January 1,2020 and he has proved himself, and as of July 1,2020 he is the supervisor of the water plant.

No questions or discussion arose on the Water Plant and Distribution and no action was required at this time.

Discussion and Review on Waste Water Plant and collection issues.

Mr. Rick Lang stated we have had a couple small pumps go out this past month. Everything else seems to be running pretty good at the sewer plant.

After discussion, Mr. Lang said he had no additional information; no discussion ensued and no action was required.

Discussion and review on Oneta power activity.

The District's Business Manager, Mr. Bill Giles directed the Board's attention to variances [Tab 10]; he began to contrast the Oneta raw water activity for the year in terms of usage and revenue. [Note: this report is maintained on a calendar year basis.] The raw water usage for YTD was 870,000,000 gallons as compared to the prior year figure of 638,000,000 gallons, reflecting a increase of +36.4%; corresponding revenue for YTD was \$322,133.35 contrasted with \$235,655.11 for the prior year also, reflecting a percentage of increase at +36.7%.

Chairman Kunze inquired whether there were any questions; none arose and no action was required.

Review of the Budget Report.

Mr. Giles referred the Board to [Tab 7] to review the budget report. Chairman Kunze inquired if there were any questions or discussion; none arose, and no action was required.

Discussion and action on approval of the proposed fiscal year budget: 7/1/2020 – 6/30/2021.

Mr. Giles referred the Board to [Tab 8] to review the proposed fiscal year budget.

After a brief review, and no questions, Mr. Charles Stinnett entered a motion that the board approve the proposed fiscal year budget: 7/1/2020 – 6/30/2021. Mr. Jim Self seconded the motion. Roll Call: Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; and Mr. Arnold Kunze, yes; Mr. Chad Jester, yes. The Motion that the Board approve proposed fiscal year budget: 7/1/2020 – 6/30/2021, stands approved.

Old Business.

Neither Mr. Rick Lang nor Mr. Bill Giles have any old Business to report. Mr. Duane Riffe stated that he has filed the Yanaz condemnation it is set on August 18, 2020.

There was no further discussion and no action required.

New Business.

Under the Open Meeting Act, this agenda item is authorized only for matters not known about or which could not have been reasonable foreseen prior to the time of posting the agenda or any revised agenda.

Mr. Rick Lang stated that the booster pump at Blue Springs was set in 2003-2004 and has past its life expectancy. We need to go in with a larger pump station. We have gone from 30 houses to approximately 70 to 80 at this time and will eventually service 130 houses. Mr. Lang is suggesting that this pump station be replaced. There are two proposals one from Semco \$49,860 and DFI \$48,347.

City of Broken Arrow has contacted us about Green Country Sewer. The City of Broken Arrow will be talking to the counsel at their next meeting. By discussion they are considering buying Green Country Sewer but no other comments were made. If, City of Broken arrow takes over and does their own billing the water district will be losing approximately \$7,800.00 per month.

There was no further discussion and no action required.

Discussion and action of the Claims Lists.

Mr. Giles directed the Board to the Claims Lists [Tab 13]. Following the Board's review of the Claims Lists, Chairman Kunze inquired as to any questions or discussion. Mr. Chad Jester Entered a Motion that the Claims List be approved; Mr. Jim Self Entered a Second to the Motion. Roll Call: Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett yes; and Mr. Arnold Kunze, yes; Mr. Chad Jester, yes. The Motion to approve the claims list, stands approved as presented.

Review of Investment Statement.

Mr. Giles referred the Board to the Investment Statement, [Tab 15, final page] to review the information. As of June 26th, the aggregate value had shown a increase in value from \$779,451.57 to \$784,040.48.

There was no further discussion and no action required.

Adjournment

With no further business to conduct, Mr. Jim Self Entered a Motion to Adjourn; Mr. Chad Jester Moved to Second the Motion. Roll Call: Mr. Arnold Kunze, yes; Mr. Charles Stinnett yes; Mr. Gary Rogers, yes; and Mr. Jim Self, yes; Mr. Chad Jester, yes. The Motion to Adjourn stands approved.

The meeting stands adjourned at 8:04 p.m.