

**Rural Water District #4
Wagoner County
Regular Board Meeting
June 9, 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 5-15-2020 Special Board Meeting.

Chairman Arnold Kunze called for review of the Minutes recorded for the 5-15-2020 Special Board Meeting [Tab 2]. Following Board review and without discussion, Mr. Charles Stinnett entered a Motion that the Minutes of 5-15-2020 Special Board Meeting be approved; Mr. Jim Self 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 5-15-2020 Special 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 27,791 gallons of water purchased from the City of Tulsa for May. He then related that May sales records confirm thirty-one (31) meters sold during the month and thirty-two (32) meters installed. To this date in June, seventeen (17) meters have been sold.

There were a few small leaks in May. He reported that the pumpage report recorded 75,367,000 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. As of now there has not been any changes on the 209th water line project. On the 101st St relocations there has been some activity on it, and it is going to be paid 100% by the county. On 193rd E Ave from 51st to 61st there hasn't been many changes for the last month. No changed has been made on the 81st & Wright Place, Ryan has not heard from City of Broken Arrow. The Wastewater Treatment Plant is wrapping up 100% document. They have everything done except the electrical at this point.

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 May.

The New Debt Service Fund has a balance of \$57,294.94.

The Rural Development Reserve Fund currently stands at \$363,704.41.

Oneta Energy update: May bill submitted.

The Reserve Fund has a balance of \$968,750.10.

Monthly Billing Recap update. Report is still in progress.

The Current Debt Service Reserve balance \$50,227.41.

Caselle Update: Mr. Giles referred to the documentation in Tab 6. It was said that the remaining questions/problems are outlined in that narrative. Progress continues to be made, but with the remaining issues with the billing, Caselle has agreed to send two of their System Consultants to be present for the month end billing. That should resolve the remaining problems with the billing that has caused our billing to be late.

Mr. Giles also told the board that the new office employee has been in place for 3 weeks and is doing well.

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 #23 in the amount of \$91,953.81 for work performed in May 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 April 26 thru May 25, and also the inspection and engineering during this time. They are still making progress and are at 85% completion and 93% of time. After discussion, Mr. Chad Jester made a motion to approve Pay Requisition #23 in the amount of \$91,953.81 and Mr. Jim Self 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 condemnation of easements on Yanez/Hernandez property. Said easements are legally describes as follows:

Parcel 3.2 TEMPORARY CONSTRUCTION EASEMENT

S/2 NW/4 SEC. 22- T18N – R15E

An easement located in the S/2 of the NW/4 Section 22, T18N, R15E, Indian Base and Meridian, Wagoner County State of Oklahoma, more particularly described, by metes and bounds, as follows:

Commencing at the Southeast Corner of said S/2 of the NW/4; thence N 01°15'17" W along the East line of said NW/4 a distance of 356.66 feet; thence S 88°44'43" W a distance of 71.97 feet to the Point of Beginning; thence S 88°44'50" W a distance of 23.95 feet; thence N 01°15'17" W a distance of 139.79 feet; thence N 88°44'43" W a distance of 23.38 feet; thence S 43°44'43" W a distance of 21.21 feet; thence S 01°15'17" E a distance of 109.22 feet; thence S 46°15'17" E a distance of 22.02 feet to the Point of Beginning, said tract containing 1,404.51 square feet, or 0.03 acres, more or less.

Parcel 3.1 LIFT STATION AND ACCESS EASEMENT

S/2 NW/4 SEC. 22- T18N – R15E

An easement located in the S/2 of the NW/4 Section 22, T18N, R15E, Indian Base and meridian, Wagoner County, State of Oklahoma, more particularly described, by metes and bounds, as follows:

Commencing at the Southeast Corner of said S/2 of the NW/4; thence N 01°15'17" W along the East line of said NW/4 a distance of 304.68 feet; thence S 88°44'43" W a distance of 20.00 feet to the Point of Beginning; thence N 46°15'17" W a distance of 95.52 feet; thence N 01°15'17" W a distance of 109.22 feet; thence N 43°44'43" E a distance of 95.52 feet; thence S 01°15'17" E a distance of 244.30 feet to the Point of Beginning, said tract containing 11,939.17 square feet, or 0.27 acres, more or less.

Mr. Rick Lang stated that this is for the easement for the B2 lift station the board authorized Rick Lang to go back and offer Yanez family more money for the easement. Mr. Lang spoke to the family and they are wanting \$250,000 to sell the easement to Wagoner County Rural Water #4. Mr. Duane Riffe is suggesting the next step would be to file Condemnation.

After much discussion, Mr. Chad Jester entered a Motion that the Board authorize Mr. Duane Riffe to file condemnation of easements on the Yanez/Hernandez property. Mr. Charles Stinnett moved to second 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 filing of condemnation of easements on Yanez/Hernandez property stands approved.

Discussion and action on approval of the Utility Relocation Agreement for the 101st Street project.

Mr. Ryan Smith said that this is a agreement between the District and the county commissioners in Wagoner County for them to pay 100% of the cost to move Wagoner County Rural water utilities. This will be to move water, sewer, gravity sewer and force main sewer and all of the engineering, DEQ permitting & inspections, and news paper advertisement. The project starts 209th and the Creek

Turnpike and goes East on 101st to Oneta, turns North and goes under Highway 51. POE's estimates 2.7 million dollars of relocations.

Mr. Charles Stinnett entered a motion that the board approve the Utility Relocation Agreement for the 101st Street project. 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 Utility Relocation Agreement for the 101st Street project, stands approved.

Discussion and review on Water plant and distribution issues.

Mr. Rick Lang stated that a 400 gallon a minute pump went out in the North clearwell. The south clearwell has been in service since 2006 one electric pump motor went out a few months ago and the second one just went out last week. A motor will be \$16,700 including shipping. To rebuild was \$15,560 with about a 2 ½ week turn around. We chose to purchase the new motor and it will be back in service next week sometime.

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 9, pg. 1]; 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 708,000,000 gallons as compared to the prior year figure of 475,000,000 gallons, reflecting a increase of +49.1%; corresponding revenue for YTD was \$262,149.93 contrasted with \$175,521.30 for the prior year also, reflecting a percentage of increase at +49.4%.

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

Review of the Budget Report.

Mr. Giles stated that he does not have any report information for the Budget.

Mr. Giles stated that unless there were any questions, he had no additional information concerning the budget. Chairman Kunze inquired if there were any questions or discussion; none arose, and no action was required.

Executive Session item passes over until regular business items are completed.

Old Business.

Neither Mr. Rick Lang nor Mr. Bill Giles have any old Business to report.

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.

Neither Mr. Rick Lang nor Mr. Bill Giles have any new Business to report.

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. Jim Self Entered a Motion that the Claims List be approved; Mr. Chad Jester 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 May 30th, the aggregate value had shown a increase in value from \$767,798.96 to \$779,451.57.

There was no further discussion and no action required.

Executive Session: Discussion and action on annual review of employees salaries, wages, and benefits: contractor rates, and water and sewer rates.

Mr. Giles referred the Board to the exhibits [Tab 7] to review the information. Mr. Jim Self made a motion to enter into Executive Session to discuss matters concerning the annual review of Employee Salaries, Wages and Benefits, and water and sewer rates. Mr. Chad Jester entered the second. Roll call: Mr. Chad Jester, yes; Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett, yes' and Mr. Arnold Kunze, yes. The Board entered into Executive session at 8:08 p.m.

The Board returned from Executive Session to public record at 8:38 p.m. Pursuant to the Executive Session, the determination of the Board concerning the annual review of Employee Salaries, Wages, and Benefits, Contractor rates, and water and sewer rates was conveyed by Board Chairman, Arnold Kunze. The Board granted the following increases (refer to attached Management recommendations to the Finance Committee):

Wages – Special Consideration cases approved as presented. All others approved as presented.

Salaries – Increase 4% annual (Bill Giles, Rick Lang).

Contractor – Tommy Helton; rate increase of \$25.00 more per meter and \$75.00 more for road bore, presented.

Water and Sewer rates – Increase 1% (as presented).

Tap Fees – 3/4 " & 1"; increase \$25.00 (as presented).

After review of the Board approved changes, Mr. Charles Stinnett made a motion to confirm and enter into the permanent record and the second was entered by Mr. Chad Jester. Roll call: Mr. Chad Jester, yes; Mr. Jim Self, yes; Mr. Gary Rogers, yes; Mr. Charles Stinnett, yes; and Mr. Arnold Kunze, yes. The motion to confirm and enter the approved changes into the permanent record stands approved.

Adjournment

With no further business to conduct, Mr. Chad Jester Entered a Motion to Adjourn; Mr. Jim Self 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 8:40 p.m.