

**Rural Water District #4
Wagoner County
Regular Board Meeting
September 8, 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: Citizens Present: Connie Hebert, Debbie McGuire, Buster Smith, Sharon Smith, & Sage Smith

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, on phone-present; Mr. Charles Stinnett, present, and Mr. Arnold Kunze, present. Mr. Chad Jester, present..

Discussion and action on Approval of the Minutes of the 8-18-2020 Regular Board Meeting.

Chairman Arnold Kunze called for review of the Minutes recorded for the 8-18-2020 Regular Board Meeting [Tab 2]. Following Board review and without discussion, Mr. Jim Self entered a Motion that the Minutes of 8-18-2020 Regular Board Meeting be approved; Mr. Charles Stinnet 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 8-18-2020 Regular Board Meeting stand approved as entered.

Discussion and action on approval on items from citizens present.

a. Connie Hebert request for adjustment to her account due to excessive water usage.

Mr. Giles referred the Board to the Exhibits [Tab 5]. Mr. Rick Lang explained to the board that Ms. Connie Hebert had a leak under her slab and at a frost-free hydrant in the pasture. Ms. Hebert stated that a major leak started on her property around December. She was not notified of a leak nor received her bill for 7 months. She received a phone call in July stating that she has been using excessive amounts of water. Ms. Hebert was on auto pay and that was stopped by the office staff because of the high bills but she was not notified. Ms. Hebert is asking the board to consider going back and removing the charges from the time that we knew she had a leak, also remove the late fees. After board discussion, the board is agreeing to take Ms. Herbert's bill of \$8511.87 and remove the late fees, split that in half making the bill \$4145.87. She has paid \$1,000.00 and we split that in half of \$500.00. leaves the balance of \$3645.87. She still didn't like that, Mr. Jim Self spoke up and suggested that we remove another \$500.00 taking the balance to \$3145.87. The board came to agreement to the balance and stated that she can pay \$262.15 per month for 12 months plus current balance. After further review, Mr. Chad Jester entered a Motion that the adjustments be made and Ms. Hebert's balance left owing \$3145.87 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 adjustments and remaining balance stands approved as entered.

b. Debbie McGuire of Century 21 requesting new waterline to properties on Haskell Lake Road.

Mr. Lang referred the Board to the Exhibits [Tab 5 last page]. This is property in Stone Bluff in a mile section where water line was not run years ago. Sage Smith owns the property that is adjacent to the Haskell Lake and he has several pieces of property for sale. They are requesting Wagoner County Rural Water #4 to run a line to their side of the property to serve this property. Mr. Rick Lang has told them that it will cost roughly \$60,000 to get the water lines to their side of the road. Mr. Lang and Mr. Ryan Smith are going to go over plans on Thursday 9/10/20 to see if there is any solution to provide water around the Haskell Lake to get to the properties in question. The property owners and realtor were invited to be a part of the fact finding meeting and the matter was concluded without action.

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

Mr. Giles referred the Board to the Manager's Report [Tab 4]. Mr. Rick Lang's first order of business was to relate that there had been 3,571,348 gallons of water purchased from the City of Tulsa for August. He then related that August sales records confirm seventy-six (76) meters sold during the month and sixty-four (64) meters installed.

There were a few small leaks in August. 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 4]. 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 the preliminary plans are finished and will be going over them with Mr. Lang on Thursday. On 193rd E Ave from 51st to 61st there hasn't been many changes for the last month. A new location is 61st St. from 193rd to 209th E Ave. Broken Arrow is widening this roadway. There will be 1,000 feet of 12" waterline that will have sidewalk installed over it. They are working with the City of BA to sign a "Hold Harmless Agreement" so if the waterline ever needs repair the sidewalk replacement will not be the District's responsibility. Also, there is a new bridge that will require approximately 200 feet of relocation of the 12" line in a 24" steel conduit. The 81st & Wright Place, has been approved and awaits construction. The Arkansas River Crossing as of 8/27, the crew has completed approximately 1,350 feet of the bore under the river. They have also fused together 2,000 feet of 12" HDPE and it awaits pressure testing. The Wastewater Treatment Plant plans are final and have been sent to ODEQ for permitting. Ryan still anticipating bidding to be completed by the end of September. Construction is still to begin in 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 4, final page] to review account balance figures as of the end of August.

The New Debt Service Fund has a balance of \$71,302.54.

The Rural Development Reserve Fund currently stands at \$370,220.53.

Oneta Energy update: Aug. bill submitted.

The Reserve Fund has a balance of \$1,086,838.07.

Monthly Billing Recap update.

The Current Debt Service Reserve balance \$67,234.85.

Caselle Update.

Mr. Giles reviewed some statistics for the Ward Population Report between City vs. Rural.

There wasn't a lot of change in the wards. Ward 3 had a change of -1% city and +1% in rural. In ward 4 there was a decrease of 27% to 26%.

Tab 7 has a Affidavit of Publication for the Waste Water Treatment Plant.

Mr. Giles also brought up that the annual meeting is approaching and the customers have been notified via their bills and our website. The legal notice has not been done but Mr. Giles is concerned about the Covid Pandemic concerning customers coming to the meeting. He is asking if we can change it to a virtual meeting. It was said that action should be taken under old business.

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 #26 in the amount of \$174,179.47 for work performed in August 2020 and engineering and Inspection during this time period.

Mr. Giles referred the Board to [Tab 6]. This is for the work that Cook did from July 26 thru August 25, and also the inspection and engineering during this time. Pay Request #26 includes payment to Cook Consulting for FAP Waterlines Pay request # 24 for \$35,368.26, for Arkansas River Crossing Pay Request #1 for 129,618.00 and to the engineer for \$9,193.21. After discussion, Mr. Chad Jester made a motion to approve Pay Requisition #26 in the amount of \$174,179.47 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 approval of change order #5 increasing contract time by 65 days and establishes a pay item for sod in the amount of \$4,455.00.

Mr. Giles referred the Board to [Tab 6]. Mr. Ryan Smith stating that the contractor is behind and they are requesting the additional 60 days. And the 5 days is for weather that has accumulated since we did change order #4. The request for sod is for areas that needs a more refined restoration, including in front of the Elementary School and a few yards. This amount may be adjusted a tad up or down depending on how much they use.

Mr. Chad Jester made a motion to approve the change order #5 increasing contract time by 65 days and establishes a pay item for sod in the amount of \$4,455.00. 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 review on Water plant and distribution issues.

Mr. Rick Lang stated that the water plant is running pretty good.

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 that a couple of grinder pumps failed this past month. Biggest issue is the Duck Weed that we get every year from the hot months has covered the polishing pond. We have had a machine out dipping it out and are hoping most of it is gone.

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 11,]; 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 1,224,000,000 gallons as compared to the prior year figure of 1,071,000,000 gallons, reflecting a increase of +14.3%; corresponding revenue for YTD was \$453,213.21 contrasted with \$395,432.11 for the prior year also, reflecting a percentage of increase at +14.6%.

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 10]. This report is only for August which is the second month of the fiscal year. He explained on the second page at the bottom the Stone Bluff sales is incorrect. We should have that corrected by next month.

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.

Discussion and action for possible executive session pursuant to Title 25, section 307 (B) (3) (4) to discuss confidential communication with attorney concerning condemnation proceeding.

Mr. Duane Riffe stated that executive session was not necessary. Mr. Giles directed the Board to [Tab 8]. Mr. Duane Riffe stated that we need to deposit the \$10,000 with the court clerk. There is also a notice that has been sent to the defendants that they have 30 days from the date of filing the report for them to file objection. No action required.

Old Business.

Mr. Rick Lang stated that he did not have anything for old business. Mr. Bill Giles stated that they are requesting the board approve to amend the annual meeting notice to include a virtual meeting consideration. Mr. Chad Jester Entered a Motion that they amend the annual meeting notice to include a virtual meeting consideration; Mr. Charles Stinnett 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 amend the annual meeting notice to include a virtual meeting consideration, stands approved as presented.

Mr. Duane Riffe also added after roll call that we send the letter back to Crossland Heavy and we have not had a response to our last letter when we were offering them a settlement.

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. Giles directed the Board to [the front of the book]. Mr. Rick Lang stated that there is a permit from DEQ for Villas @ Bel Lago Phase II.

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. Charles Stinnett 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] to review the information. As of August 28st, the aggregate value had shown a increase in value from \$788,589.13 to \$789,131.88.

There was no further discussion and no action required.

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 9:07 p.m.