CREEK COUNTY RURAL WATER DISTRICT #2

BOARD OF DIRECTORS MEETING

April 12, 2016

The meeting was called to order at 5:30 p.m. by Harvey Morris, President. The roll was called and a quorum was recognized.

**BOARD MEMBERS PRESENT:** **BOARD MEMBERS ABSENT:**

Harvey Morris, President Roy Kirby, Member

Bill Martin, Vice-President

Larry Bayouth, Secretary

Charles Volturo, Treasurer

Pat Scott, Member

Bergen Young, Member

1. **EMPLOYEES & GUESTS PRESENT:**

District staff: Dorothy Greek, Manager: Cindy Hubbell, Admin. Asst.: Marty Lademann, Field Supervisor, Steve Harris, Attorney; Rick Petricek Engineer with Poe and Associates, Jim Burcham and Barbara Horner.

**2. VISITORS’ BUSINESS:**

**3. ENGINEERS REPORT**

**A.** Rick Petricek . Rick discussed progress on the Creek 2 improvements. On Thursday at 10:30am the USDA loan closing contracts and waterline contracts will be signed. April 25, 2016 is the official start date of the projects..

**B** Contractors run the risk of not being paid if they work on non RD approved change orders

**Motion** by Charles Volturo, second by Bill Martin to approve change order #1 for $27,593.77 in consideration of actual construction costs of $5,515,099.00

**For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against**: None

**Motion carried**.

**Motion** by Charles Volturo, second by Larry Bayouth to approve change order #2 for $14,958.08 for reports required by USDA that were not funded in the loan.

**For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against**: None

**Motion carried**.

C. **Motion** by Bergen Young, second by Larry Bayouth to continue the approved Base Rate increase of $3.50 per meter.

**For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against**: None

**Motion carried**.

 **4. ATTORNEY REPORT:**

A. Discussion with Steve Harris about the 1993 water contract with Creek County RWD #1

**Discussion/Vote**

B. Based on the information provided by our attorney a **motion** was made by Bill Martin, seconded by Larry Bayouth to respectfully decline the Extension of Contract For Purchase of Water with CCRWD#1, to stay as we are “status quo”.

 **For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against**: None

**Motion carried**.

A. Discussion with Steve Harris regarding an Agreement with the City of Glenpool regarding water service

and firefighting protection.

**Discussion/Vote**

**C. Motion** by Larry Bayouth, second by Pat Scott, to preauthorize the Board President to sign the final document concerning the Amended Agreement and any minor modifications that are approved by him, with the City of Glenpool regarding water service and firefighting protection as defined in the Amended Agreement document, after it is signed by the authorized City of Glenpool officials.

It may be possible in the future to modify this agreement to use with other entities as well.

**For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against**: None

**Motion carried**.

**5. WATER AND FIELD REPORT:**

Marty Lademann discussed the District water loss of 3.59%. Extensive cleanup work was performed at the pump stations and equipment was checked. Stage 2 Test numbers came back significantly lower; that is important since warmer weather is on the way. We are looking for leaks on the Kellyville feed, since the water loss on that feed is higher than normal.

Dorothy reported that we now have 22-23 meters installed in the Springhill Farms addition that are programmed to read all of the numbers on the meter. If the test goes well over the next billing period, we will begin using meters that read all of the numbers on all of our new services.

**6. CONSENT AGENDA BUSINESS:**

 6a**.** Regular Meeting Minutes of 3/08/16.

 6b. Treasurer’s Report (pages 2 thru 5)

 6c. Accounts Payable Report (pages 6)

 6d. Transfer of Benefit Units & New Taps (page 7)

**Discussion/Vote:** The board members reviewed the Consent Agenda Business; questions were asked and answered.

**Motion**: by Bill Martin, second by Pat Scott to accept the Consent Agenda,

**For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against**: None

**Motion carried**.

**7. PREVIOUSLY KNOWN BUSINESS OR OLD BUSINESS:**

**A.** **Discussion/Vote; Motion** byLarry Bayouth, second by Bill Martin to withdraw $100,000.00 from the Capital Investment account and $100,000.00 from the Revenue account to pay for the land purchase in the Tulsa South area.

**For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against**: None

**Motion carried**.

**B. Vote/Motion; Motion** by Bill Martin, second by Pat Scott to accept bid from Charlie Gruse in the amount of $8,450.00 for road repair and to pay half, equal to $4,225.00 toward the cost of repairing road used to access the Kellyville Tower, subject to having cash in hand from participating homeowners.

**For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against**: None

**Motion carried**.

**8.** **UNKNOWN BUSINESS OR NEW BUSINESS:**

1. **Vote/Motion; Motion** by Pat Scott second by Larry Bayouth to approve DEQ Permit #WL000072160068 for construction of 790 linear feet of six (6) inch PVC to serve the Meadow Creek Addition, Section 34,Township 18 North, Range 12 East. Jenks, Tulsa County.

 **For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

 **Against**: None

 **Motion carried**.

1. **Vote/Motion;** Motion by Bergen Young second by Pat Scott to allow one Benefit Unit member to be a temporary double user until new water line is in place, otherwise a road bore would be necessary and only used for a few months until the waterline is moved. Customer must hook-up service line to new meter within 30 days of installation of new line.

 **For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

 **Against**: None

 **Motion carried**.

Board volunteers for the following committees during the year 2016 are:

1. Finance & Planning Committee: Charles Volturo, Larry Bayouth, Bill Martin.

 Policy & Employee Committee: Pat Scott, Bergan Young, Bill Martin.

 Harvey Morris will be a floater on all committees if needed.

**9. BOARD MEMBERS’ COMMENTS AND DISCUSSION:**

Board Members discussed putting

Board members discussed putting additional $.50 cent base collected into the Capital Improvement Fund.

**10. MANAGER’S REPORT:**

Dorothy Greek reported that the Stage-2 water samples for TTHM and HAA had both passed the second quarter testing.

We received notice from the Oklahoma Water Resources Board that it is time to have the Arbitrage calculation completed again; this must be done every five years to meet the requirements of our loan with OWRB.

Dorothy has retained Jacob Bachelor, a CPA who does these calculations, to complete this requirement; his fee is $1,800.00. Mr. Bachelor had done this work for us five years ago, and his fee was the same.

Our asphalt driveway has been sealed and re-striped for a cost of $3,400.00. The work was done by Mark Baxter; after the specifications of Mr. Baxter’s work were discussed and approved by Jay Cobb.

Our Board Committees for 2016-2017 are:

Finance and Planning: Charles Volturo, Bill Martin, and Larry Bayouth

Policy and Employee: Pat Scott, Bergen Young, and Bill Martin

Harvey Morris agreed to be a substitute if a committee member is unable to attend a meeting.

**ADJOURNMENT:**

**Motion:** There being no further business, a motion was made by Larry Bayouth and seconded by Charles Volturo to adjourn the meeting at 8:15 pm.

**For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Volturo-yes.

**Against:** None

**Motion carried.**

Minutes recorded by tape and Cindy Hubbell; reviewed by Dorothy Greek.