CREEK COUNTY RURAL WATER DISTRICT #2

BOARD OF DIRECTORS MEETING

February 09, 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

Bill Martin, Vice-President

Larry Bayouth, Secretary

Charles Volturo, Treasurer

Roy Kirby, Member

Pat Scott, Member

Bergen Young, Member

**1. EMPLOYEES & GUESTS PRESENT:**

District staff: Dorothy Greek, Manager: Cindy Hubbell, Admin. Asst.: Marty Lademann, Field Supervisor, John Liebherr, and Jered McCaskey. Steve Harris, Attorney; Jay Cobb, Engineer; Eric Bledsoe, Auditor; and Ricky Riley, USDA Rural Development. There were also numerous contractors present to hear the project bids announced.

**2. VISITORS’ BUSINESS:**

**A.** Jay Cobb with Poe and Associates opened and read aloud the Contract bids for 1, 2, 3 and 4.

**B. Vote/Motion**: Bill Martin made a motion to approve the lowest and best contractor for Contracts 1, 2, 3 and 4 and the type of tank based on the engineer’s recommendation after review of the bidding document and contractor. Mr. Martin’s motion was seconded by Pat Scott. **For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Kirby-yes, Volturo-yes. Motion passed.

Eric Bledsoe, CPA, gave a brief report about the audit. He found no reportable deficiencies. No violations, no reportable problems with controls. Our bookkeeper, Ashley is doing a good job and the number of adjusting entries is declining.

**C. Vote/Motion**: Pat Scott made a motion to accept the 2014-2015 Audit as presented by Eric Bledsoe. Roy Kirby seconded the motion. **For**: Young-yes, Martin-yes, Scott-yes, Bayouth-yes, Kirby-yes, Volturo-yes. Motion passed.

**D.** Lou Reynolds, Attorney for parties involved in the sale of a parcel of land at 423 W. 151st South, Glenpool, to discuss the blanket easement on the property. He was referred to our attorney, Steve Harris, and they will confer about a conditional partial release and a document will be prepared to that effect.

**3. WATER AND FIELD REPORT:**

Marty Lademann discussed the District water loss of 7.35%.

**4. CONSENT AGENDA BUSINESS:**

4a**.** Regular Meeting Minutes of 1/12/16

4b. Treasurer’s Report (pages 2 thru 5)

4c. Accounts Payable Report (pages 6)

4d. Transfer of Benefit Units & New Taps (page 7)

**Discussion/Vote:** The board members reviewed the consent agenda business; questions were asked and answered.

**Motion**: Bergen Young moved to accept the Consent Agenda.

Mr. Young’s motion was seconded by Larry Bayouth.

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

**Against**: None

**Motion carried**.

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

**A.** The Board considered whether or not to authorize the Board President to sign the amendment to the existing water purchase contract with Creek County Rural Water District #1. Steve Harris answered all questions about the contract amendment. It was decided to let Creek-1 review it before it is signed by our Board.

**B.** **Vote/Motion**: Larry Bayouth made a motion to approve Dorothy Greek to present a draft of the proposed water contract amendment to Creek County RWD#1 for their consideration. Bill Martin seconded the motion.

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

**Against**: None

**Motion carried**.

**C. Discussion/Vote** on some possible maintenance on gravel road to Kellyville Tower**.** No action taken. Marty will get bids for repairs.

**D.** Brief report from Treasurer Charles Volturo over funding options when the new USDA loan closes.

**E.** Brief report from the committee that met with the land owner regarding possible water tower site.

**6.** **UNKNOWN BUSINESS OR NEW BUSINESS:**

1. Addition to Policy Book on Protocol for CD investment procedure, as suggested by Eric Bledsoe, was discussed.
2. Report from manager requesting an exception to policy regarding all-purpose boots for field crew instead of separate leak boots.
3. **Discussion/Vote** on Exception to Boot Policy: **Tabled**

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

**8. MANAGER’S REPORT:**

The City of Glenpool made a request to add an Amendment to the Settlement Agreement. The amendment was postponed from their first meeting this month until their second meeting of the month because of a very busy Agenda. The proposed Amendment suggests changing the date of the required annual audit to avoid a conflict with tax season.

The increased fidelity policy required by Rural Development is now in place with Rich and Cartmill Insurance.

Anthony Wilkins, City of Tulsa, did not get our extended contract amendment on the January Agenda. He assured me that it is on the February 10th Agenda, and will call me after the utility Board meets.

Carl Gray, ORWA, did a follow-up visit with Marty and I this past month. Carl was one of the instructors of the Sustainable Management class that we attended in Salisaw. We discussed suggestions for keeping our customers informed during the construction and upgrading of our water system.

**ADJOURNMENT:**

**Motion:** There being no further business, a motion was made by Larry Bayouth and seconded by Bergen Young to adjourn the meeting at 8:55 pm.

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

**Against:** None

**Motion carried.**

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