CREEK COUNTY RURAL WATER DISTRICT #2

BOARD OF DIRECTORS MEETING

July 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

Bill Martin, Vice-President

Larry Bayouth, Secretary

Charles Volturo, Treasurer

Pat Scott, Member

Roy Kirby, Member

Bergen Young, Member

**EMPLOYEES & GUESTS PRESENT:**

District staff: Dorothy Greek, Manager: Cindy Hubbell, Admin. Asst.: Marty Lademann, Field Supervisor, Rick Petricek, Engineer with Poe and Associates, Harlan Yocham, with Cherokee Pride Construction, Henry Penix, Oak Leaf Development and Jerry Ledford with TEP.

**2. ENGINEERS REPORT**

 Rick Petricek. Rick discussed progress on the Creek 2 improvements. On Contract #1 there were no pay requests.

**B. Discussion/vote** on Pay Request #2 in the amount of $296,400.00 for Maguire Iron, as recommended by Rick Petricek, Project Engineer.

 **Motion** by Larry Bayouth, second by Pat Scott, to approve a Pay Request, in the amount of $296,400.00, for work on the water tank, as recommended by Rick Petricek, Project Engineer.

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

 **Against**: None

 **Motion carried**.

**C. Discussion/vote** on Pay Request #2 for Kalka Construction in the amount of $175,888.42.

**Motion** by Larry Bayouth, second by Bill Martin, to approve a Pay Request in the amount of $175,888.42 for Kalka Construction, as recommended by Rick Petricek, Project Engineer.

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

**Against**: None

**Motion carried**.

**D.** Update on Variable Frequency Drives for Tulsa South. Keeter Engineering made a sight visit and gave an estimate of $35,000.00 to convert to variable start and stop. To also replace the motor at the same time would be $8,000.00 more, for a total of $43,000.00. To convert to this would increase the life of the equipment. This is the only pump station that is still a direct drive. Marty will get an alternative estimate from EFI since they have done this type of work for us in the past.

**E**. Rick Petricek, met with Mike Phillips, Dorothy & Marty and contacted Primex to discuss progress on the Scada System. Marty’s primary focus is working on the flow meters. His goal is to get at least one put in every week. Mike Phillips has a lot of hardware to tie the system together, and once those two things are completed, Primex will come in with the programming software. Rick has gotten the ball rolling and his job is basically done on this project. Mike Phillips would like to meet with Charles and Harvey to discuss what kind of reports they would like to generate with the Scada System. Charles said Marty and the field crew should be the ones to decide what reports would be most beneficial. We need to decide how we want the information presented. Charles suggested it should be the users’ choice and we need to be able to pick and choose reports from a menu. The board agreed that we need to speak with a head IT person from the company to find out how long this software is going to be relevant.

**3. VISITORS’ BUSINESS:**

Henry Penix, developer, and Jerry Ledford, with Tulsa Engineering, spoke to the board regarding The Oak Leaf Estates Development. There are 34 lots involved.

B. **Discussion and vote**, if necessary, regarding water service to this addition.

**Motion** by Charles Volturo, seconded by Pat Scott to table item.

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

**Against**: None

**Motion carried**.

**4. EXECUTIVE SESSION**

**Vote** to enter into Executive Session. Cindy Hubbell was invited to stay. The Board will conduct an executive session pursuant to Title 25, Oklahoma Statutes, Section 307 (B) (3) concerning the purchase or appraisal of real property or an interest in real property.

**Motion** by Pat Scott, seconded by Roy Kirby, to enter into Executive Session at 6:55 p.m.

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

**Against**: None

**Motion carried**.

**Motion** by Larry Bayouth, seconded by Pat Scott, to end Executive Session at 7:30 p.m.

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

**Against**: None

**Motion carried**.

No motions were made or votes taken in while in executive session.

**5. WATER AND FIELD REPORT:**

Marty Lademann discussed the pump run times and how he determines if we may possibly have a water leak. He does not see any significant signs of water loss. The air conditioner is out at the Tulsa South Pump Station, and a new compressor for the air conditioner has been ordered.

**6. CONSENT AGENDA BUSINESS:**

 6a**.** Regular Meeting Minutes of 6/14/16.

 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 and asked questions regarding the Consent Agenda Business.

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

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

**Against**: None

**Motion carried**.

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

1. **Discussion/Vote:** on approval of Anne Elfrink, CPA, to perform the audit work for the Agreed Upon Procedures as outlined in the engagement letter pertaining to the 2015 settlement agreement between Creek 2 and the City of Glenpool.

**Motion:** to approve Anne Elfrink, CPA; motion made by LarryBayouth, seconded by Roy Kirby

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

**Against**: None

**Motion carried**.

1. **Discussion/Vote:** on disbursement of the annual amount of $125,000.00 received from the City of Glenpool as stated in our settlement agreement with them.

**Motion:** by Larry Bayouth, seconded by Charles Volturo to deposit $125,000.00 into the Tower Maintenance Fund.

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

**Against**: None

**Motion carried**.

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

1. Request from Andy Fritz for release and removal of existing right of way easement in SE/4 of Sec. 15, T18N, R12E, for property located at 2017 West 91st Street, Tulsa, OK.
2. **Vote/Motion**: by Larry Bayouth , seconded by Pat Scott to deny Mr. Fritz’s request. **For**: Young-yes, Martin-yes, Kirby-yes, Bayouth-yes, Volturo-yes, Scott-yes

 **Against**: None

 **Motion carried**.

1. **Discussion/Vote** on pursuing to get another 6” master meter from the City of Tulsa.

 **Motion:** by Bill Martin, seconded by Pat Scott topursue getting another 6” master meter from the

 City of Tulsa. Ryan Smith will review the size of the meter prior to our request to Tulsa.

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

 **Against**: None

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

Board members discussed keeping a good record of the history of our base charge.

**10. MANAGER’S REPORT:**

Dorothy reported that the City of Bixby has made no further contact with the District regarding service to Presley Heights.

Dorothy received a call from the Kiefer City Manager regarding an Act signed by Governor Fallin; the Act goes into effect on November 1st. The Act concerns water service provided to real property by one public entity but the property receives sewer from another public entity. Where the sewer becomes delinquent, the entity providing sewer to that property may request that the water service provider terminate water service, until the delinquency is resolved. We were advised by our legal counsel to take no action at this time, but to wait until a municipality might request the District’s participation in such a process.

The Arbitrage work, as required in our OWRB loan, has been completed and accepted by the Oklahoma Water Resources Board.

Dorothy gave a report on each of the items on the Task Management Tracking System, and items were discussed. The next Task Management report will be in October.

ORWA Board Training classes are being scheduled in September at the Okmulgee RWD#6 location.

**ADJOURNMENT:**

**Motion:** There being no further business, a motion was made by Larry Bayouth and seconded by Pat Scott to adjourn the meeting at 9: pm.

**For**: Young-yes, Martin-yes, Kirby-yes, Scott-yes, Bayouth-yes, Volturo-yes. **Against:** None. **Motion carried.**

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

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