CREEK COUNTY RURAL WATER DISTRICT #2

BOARD OF DIRECTORS MEETING

June 13, 2017

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

Pat Scott, Secretary

Charles Volturo, Treasurer

Larry Bayouth, Member

Roy Kirby, Member

Bergen Young, Member

**EMPLOYEES & GUESTS PRESENT:**

District staff: Dorothy Greek, Manager: Cindy Hubbell, Admin. Asst.: Marty Lademann, Field Supervisor: John Leibherr, Asst Field Sup.: Ryan Smith, Engineer, Poe and Associates.

**2. PROJECT ENGINEER’S REPORT:**

1. Ryan Smith discussed progress on the Creek 2 improvements:

Contract #1: Maguire Iron; the area around the new water tower is being graded and hydro-mulched; when this is finished there will be a final inspection and then a close out. As of right now Maguire Iron is in excess of time by 42 days and is liable for liquidated damages. Contract #2: Cherokee Pride is doing cleanup on the waterline at 81st and 33rd West Ave and various other areas. They continue to work on the bore at 49th W Ave.; they are in excess of their contract time by 25 days.

**B. Discussion/vote;** on Pay Request #11 in the amount of $41,325.00 for Maguire Iron, Inc., as recommended by Joy Kotey, Engineer.

 **Motion:** by Charles Volturo, second by Bill Martin, to approve Pay Request #11 in the amount of $41,325.00 for Maguire Iron, Inc, as recommended by Joy Kotey, Engineer.

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

**C. Discussion/vote;** on Pay Request #11 for Cherokee Pride in the amount of $27,916.59, as recommended by Joy Kotey, Engineer.

**Motion:** by Pat Scott, second by Bergen Young, to approve Pay Request #11 for Cherokee Pride in the amount of $27,916.59 as recommended by Joy Kotey, Engineer.

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

 **D. Discussion/vote;** on Pay Request #10 in the amount of $78,102.75 for Kalka Construction Co. as recommended by Joy Kotey, Engineer.

**Motion:** by Bergen Young, second by Pat Scott, to approve Pay Request #10 for Kalka Construction Co. in the amount of $78,102.75.

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

**E. Discussion/vote;** on Pay Estimate #12 (March) in the amount of $5,129.79 for Poe and Associates, Inc. as recommended by Joy Kotey, Engineer.

 **Motion:** by Bergen Young, second by Roy Kirby, to approve Pay Estimate #12 in the amount of $5,129.79 for Poe and Assoc. Inc. **For**: Kirby-yes, Young-yes, Scott-yes, Bayouth-yes, Volturo-yes, and Martin-yes. **Against**: None. **Motion carried**.

**F.**. **Discussion/vote;** onChange Order No. 16 for Kalka Construction Co, in the amount of $25,542.40 a credit , to reconcile all overruns and under runs on the project.

**Motion:** by Bergen Young, second by Larry Bayouth, to approve Change Order No. 16 for Kalka Construction Company, in the amount of $25,542.40 a credit, to reconcile all overruns and under runs on the project.

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

**3.Executive Session**

**A. Motion/Vote; Motion** by Charles Volturo seconded by Pat Scott to enter into Executive Session at 6:23pm.

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

**C. Motion/Vote;** to End Executive Session. **Motion:** by Pat Scott second by Larry Bayouth to end Executive Session, time 6:50pm.

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

**D**. **Motion/Vote;** by Bill Martin second by Larry Bayouth to get the initial parties involved in the Grievance Committee meeting together with management and come up with a plan for a change in company Employee

Policy and submit it to legal counsel for advice.

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

**4.VISITORS' BUSINESS:**

None

**5. WATER AND FIELD REPORT:**

1. Report and discussion from Assistant Field Supervisor, John Leibherr,

 The gain for Tulsa North in the May report is due to the Tower being out of service for 9 days. Overall Water loss for May is at 8.06 % for the entire district. The 6” water line in Briar Creek is being tested as well as the waterline in Oak Leaf Addition. The Madden Line Extension will be in next month. The Hoffman and Duke line extension will start in August. John will gather bids from contractors for 81st & 33rd St. project and keep homeowner in the loop about the project.

Marty: all of the generator maintenance has been completed and they are good for the next 6 months. The Kellyville Road is in good shape, the residents are maintaining it. A housing Development near 151st and Harvard is in the planning stages and an agent has been in touch with our engineers about serving it. Marty has called EFI for an estimate for and alternator and would also like to purchase a 50 horse pump motor.

Charles would like a list of capital projects from Marty and Ryan.

 **6. CONSENT AGENDA BUSINESS:**

 5a**.** Regular Meeting Minutes of 05/09/2017 and

 Special Meeting Minutes of 05/15/2017

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

 5c. Accounts Payable Report (pages 6)

 5d. Transfer of Benefit Units & New Taps (page 7)

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

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

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

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

**A**. The Board of Directors opened sealed bids for the 2007 Ford truck. The highest bid was $2110.00 from an employee.

**B. Motion/Vote:** Motion by Charles Volturo, second by Pat Scott to accept employee's bid.

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

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

Point of order: as a matter of record Charles mentioned that last month we had tabled the Ira Green Construction bill for extending the water line 300 feet in front of the Oak Leaf Estates because we had not received an invoice for it.

**Motion/Vote: Motion:** by Bill Martin, second by Bergen Young to table the issue for one more month to see if we receive a bill from the contractor.

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

Fixed Base Meter System, John checked and the price for the study of this system and it is $1,500.00. We would need to install radio towers to pick up the radio reads. TJ thinks we would still have to read some meters because of the terrain. A Hosting Fee would be charged yearly. We will gather more facts before we go forward. We would like some information about the scope of the study. The study will be decided in July.

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

Charles Volturo mentioned that he was driving down 81st & Union and saw someone mowing near the water tower where we usually mow. Marty said he was aware of it and had talked to the individual.

 The website should be updated with the new Managers Report from 2016 and the map on the website is not legible.

Harvey Morris, reminded us the meters need to be located in the Kiefer area for the GPS.

**10. MANAGER’S REPORT:**

The sale of the property at 131st Street and So. Lewis Avenue did not occur. Since the sale did not materialize, we received $6,000.00 earnest money that was part of the agreement. We also made an annual payment of $75,000.00 this month to the previous owner. This was one of two such payments, and the final payment will be made next year.

There has been quite a bit of interest in the old Tulsa North Tower site. I have spoken to a communication company, and Harvey has spoken to a different one. They are both looking into the accessibility and feasibility

of the site, and they are also verifying any restrictions from surrounding properties as well.

We have found most of the vendor contracts that I knew we had. Marty is going to review the vendor list one more time to consider eliminating vendors that we have not used in more than five years.

Dorothy said that she and Ashley had met with Anita Earnest and Kelly Brown (ORWA). Both Anita and Kelly had previously met with Eric Bledsoe, CPA, but there were some discrepancies on his list and the one prepared by ORWA. Ashley has already started the retrieving, scanning, and organizing process while we are waiting on the information from Anita. Iron Mountain was a storage company suggested by Charles for permanent storage.

Charles gave us a suggested list of items to equip the new storm shelter.

Taylor Pate, with Tulsa Divers, has dived the Kellyville Tower, and he has used a camera on the Kiefer Tower. The Kellyville Tower had a few spots scattered around, and Taylor gave us a price of $3,450.00 to repair these. The board members suggested that we have these repaired. The Kiefer Tower had several issues, and Taylor suggested that we have it inspected again in two or three years.

**11. ADJOURNMENT:**

**Motion:** There being no further business, a motion was made by Larry Bayouth and seconded by Pat Scott to adjourn the meeting at 8:35 pm.

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

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