CREEK COUNTY RURAL WATER DISTRICT #2

BOARD OF DIRECTORS MEETING

September 12, 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 Supt.: Joy Kotey and Ryan Smith, Engineers, Poe and Associates: Steve Harris, attorney: Scott Connor, Troy Werdel, Gene Jones Jr. with Maguire Iron: Ann Elfrink, Elfrink & Associates, PLLC.

**2.ENGINEER’S BUSINESS:**

**B.** Easement request from the City of Tulsa at 91st and Union. Ryan suggests we sign off on this sewer line easement because it will meet DEQ requirements since the city is using water quality pipe to construct the sewer line.

**Motion/vote: Motion** by Charles Volturo seconded by Pat Scott to approve signing sanitary sewer line easement for the City of Tulsa in the area of 91st and Union.

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

**C.** GPS info is downloaded and Jered can use the unit successfully. John Church can also collect the data.

**D**. The master meter at 131st and Lewis has been on all summer and we have not had any low pressure complaints. There is a flow restriction device on the meter, Marty will do a flow test and take the results to the City of Tulsa and find out why it doesn’t flow over 700gpm. The long term goal of this meter is to create a pressure zone.

**3.VISITORS BUSINESS:**

**A.** Scott Connor, Troy Werdel and Gene Jones Jr., Maguire Iron, spoke to the board regarding the water tower construction and delays.

**4.EXECUTIVE SESSION:**

1. Executive Session relating to a monetary claim by Maguire Iron against the District, related to construction.

**B. Motion/vote;** to enter into Executive Session by Bill Martin, second by Pat Scott, time 6:10pm. Attorney Steve Harris was invited to stay.

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

**E. Motion/vote;** to end Executive Session by Larry Bayouth, second by Pat Scott, time 6:30pm.

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

**F. Motion/vote;** by Bill Martin, second by Pat Scott to accept Joy Kotey's letter per its wordage and accept the agreement to settle with Maguire Iron for the amount that was discussed that is owed.

**Fo**r**:** Kirby-yes, Scott-yes, Bayouth-yes, Volturo-yes, and Martin-yes. **Against**: Young-no. **Motion carried**.

**5.CONTINUED VISITORS BUSINESS**

1. Anne Elfrink, CPA reviewed and answered questions concerning the report on the Agreement of Compromise, Settlement and Release between the City of Glenpool and Creek County RWD#2.

**6. A.** Executive Session relating to a monetary claim by the City of Glenpool/GUSA against the District related to sewer billing.

 **B**. **Motion/vote:** to enter into Executive Session made by Larry Bayouth, seconded by Roy Kirby, time 7:16pm. Steve Harris was invited to stay.

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

**E. Motion/vote:** to come out of Executive Session made by Bergen Young seconded by Pat Scott at 7:20pm.

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

**F.** **Motion/vote**: by the Board on the monetary claim by Glenpool/GUSA. **Motion** by Bill Martin, seconded by Roy Kirby to disavow the liability of the $5,216.00 and request indemnification from Glenpool due to the fact that we were uninformed of billing the sewer fees, also recommend that our attorney talk to Lowell Peterson to carry that forward.

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

**G. Motion/vote:** to accept Ms. Elfrink’s audit report. **Motion** by Charles Volturo second by Larry Bayouth to table the audit report until some revisions are made concerning the definition of Reserved customers as defined in the Agreement of Compromise, Settlement and Release between the City of Glenpool and Creek County RWD#2; also supplement the report by reviewing the computerized zoning issue, the zoning mechanism is to be geographic.

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

**7. Project Engineer's Report:**

**A.** Recommendation from Joy Kotey on her review of bid from Jerry’s Excavation on work to be done at 81st Street and 33rd West Ave. intersection. She sees no problem with their paperwork. Construction should start at the beginning of October.

1. **Motion/vote: Motion** by Charles Volturo, seconded by Bergen Youngto approve Joy’s recommendation to approve a contract with Jerry’s Excavation to complete the project at 81st St. and 33rd West Ave.

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

1. Cherokee Pride, there is no pay application this month from Cherokee Pride. Joy has submitted a punch list in writing to Cherokee Pride. All of the items on the punch list must be completed before USDA will come out and make an inspection.
2. No vote items.

**8. WATER AND FIELD REPORT:**

1. Report and discussion from Field Supervisor, Marty Lademann. The water loss this month is at 2.8%. We had 1258 okie locates this month. There has been a lot of construction activity in our area. We’ve had 20 transfers and sold 13 new taps this month. Marty mentioned that he plans to retire in January 2019. The board discussed a training timeline for a new employee.

 **9. CONSENT AGENDA BUSINESS:**

 9a**.** Regular Meeting Minutes of 08/08/2017 and Special Meeting on 08/24/2017

 9b. Treasurer’s Report (pages 2 thru 5)

 9c. Accounts Payable Report (pages 6)

 9d. Transfer of Benefit Units & New Taps (page 7)

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

**Motion:** by Charles Volturo seconded by Bill Martin to accept the Consent Agenda Business after the minutes have been corrected and amended to exclude voting by Pat Scott, as she was absent that evening.

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

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

1. **Discussion/vote** on approval from the Board to allow the President to sign the closing documents on the sale of surplus property owned by the District on Union Ave.

**Motion:** by Bill Martin, seconded by Charles Volturo to allow Board President to sign property closing documents as long as it meets approval from our legal advisor.

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

Discussion was also held as to where the proceeds from the sale would be applied. Consensus was to pay off the property at 131st and Lewis and use money from the Capital Investment account to make up the difference.

**11.** **UNKNOWN BUSINESS OR NEW BUSINESS:**

**Discussion/vote:** on permission to allow employee to limited use the company vehicle to transport his sons to an after school activity.

**Motion:** by Bill Martin, seconded by Pat Scott, to allow Bryan Harvey limited use the company vehicle under constraint to transport his sons to an after school activity in the company truck.

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

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

We have requested that Poe Engineering provide a budgeting cost for the 81st and 33rd W Ave. project. So far we have not received one.

Charles Volturo has some paperwork on the water tower he would like to turn over to field operations so in the future they will have the document on record. He would like to share the info with the board but the agenda was full tonight so it will possibly be next month.

**13. MANAGER’S REPORT:**

Dorothy reported that our water loss of 2.80% was a very pleasant surprise this month. Three leaks have been fixed in the Kellyville area.

Cindy Hendrix, with USDA Rural Development is expected in our office on September 13th. She will review compliance documents with us, as well as do a security inspection. She will also want to visit a few of our tower sites and pump station sites for compliance.

Rodney Breeze, B & B Services, was here on September 6th to exercise the valves. He will send his summary report with the invoice.

I called Taylor Pate to schedule the work on the Kellyville tower, but he has just begun some therapy. He said that he will call me in a few weeks.

According to TJ Powell, the site meter-reading study is going pretty quickly. TJ may be at our October meeting to discuss the results of the study.

Our annual Christmas Party will be on December 1st this year.

**14. ADJOURNMENT:**

**Motion:** There being no further business, a motion was made by Larry Bayouth and seconded by Pat Scott to adjourn the meeting at 8:50 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.