CREEK COUNTY RURAL WATER DISTRICT #2

BOARD OF DIRECTORS MEETING

October 11, 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

Charles Volturo, Treasurer

Larry Bayouth, Secretary

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,

Joy Kotey, Engineer with Poe and Associates, Tim Fox, water customer.

**2. ENGINEERS REPORT:**

**A.** Joy Kotey discussed progress on the Creek 2 improvements. Maguire Iron is back on location and working on the water tower. A meeting with them is scheduled for tomorrow; she will check on 3rd party testing concerning the welds on the tower. Cherokee Pride has many scattered projects, and they have completed one tie-in and have 3 to go. Kalka Construction is working on 49th W Avenue; Jerry’s Excavation has completed 3 lines.

**B. Discussion/vote** on Pay Request #4 in the amount of $52,478.00 for Cherokee Pride Construction, as recommended by Joy Kotey, Engineer.

 **Motion:** by Pat Scott, second by Bergen Young, to approve Pay Request #4 for Cherokee Pride Construction, as recommended by Joy Kotey, Engineer.

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

**Motion carried**.

**C. Discussion/vote** on Pay Request #5 for Kalka Construction in the amount of $99,398.39 as recommended by Joy Kotey, Engineer.

**Motion:** by Charles Volturo, second by Pat Scott, to approve a Pay Request #5 for Kalka Construction in the amount of $99,398.39 as recommended by Joy Kotey, Engineer.

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

**Motion carried**.

**D. Discussion/vote** on Pay Request #3 in the amount of $157,289.60 for Jerry’s Excavation, Inc. as recommended by Joy Kotey, Engineer.

**Motion:** by Larry Bayouth, second by Pat Scott, to approve Pay Request #3 in the amount of $157,289.60 for Jerry’s Excavation, Inc. as recommended by Joy Kotey, Engineer.

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

**Motion carried**

**E**. **Discussion/vote;** on Pay Request #3 (August) in the amount of $26,418.06 for Poe & Associates Inc. as recommended by Joy Kotey Engineer.

**Motion:** by Pat Scott, second by Roy Kirby, to approve Pay Request #3 (August) in the amount of $26,418.06 for Poe & Associates Inc. as recommended by Joy Kotey Engineer.

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

**F. Discussion/vote;** on Change order request No.2, Item #1, regarding the removal of Line G in Contract #2, with Cherokee Pride, because of the inability to obtain easements from the property owner in the area of 111th Street and Elm in Jenks.

**Motion:** by Charles Volturo, second by Pat Scott, to approve Change order request No.2, Item #1, removal of Line G in Contract #2 in the amount of $51,111.00, as requested by Joy Kotey.

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

 **Motion carried.**

**G. Discussion/vote;** on Change order Request #3, Item #1, regarding the partial removal of line L in Contract No. 3, Kalka Construction, because the future proposed road improvements by Oklahoma Department of Transportation and Creek County Road District #1 are in conflict with our proposed waterline improvements; this is located on 49th West Ave.

**Motion:** by Pat Scott, second by Larry Bayouth, to approve Change order Request #3, Item #1, for Kalka Construction Co. regarding the partial removal of Line L in Contract #3 in the amount of $97,939.48, as recommended by Joy Kotey.

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

**Motion carried**

**3. VISITORS’ BUSINESS:** None

**4. WATER AND FIELD REPORT:**

Marty reported the overall water loss for last month was 3.17%. Kellyville pump station air conditioner was replaced and is now working. The house on the district property on 131st has been demolished and hauled off. A frost free hydrant will be installed at that location. We had 28 tap transfers and 7 new taps purchased this month.

**5. CONSENT AGENDA BUSINESS:**

 6a**.** Regular Meeting Minutes of 9/13/16.

 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 Larry Bayouth, seconded by Pat Scott to accept the Consent Agenda Business

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

 **Motion carried**.

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

1. Discussion/Vote on purchase of generator for the office.

**Motion**: by Charles Volturo, second by Pat Scott to table item until we get an overall cost of installation.

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

 **Motion carried**.

**7.** **UNKNOWN BUSINESS OR NEW BUSINESS:**

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

**9. MANAGER’S REPORT:**

Dorothy reported that Jay Cobb, Poe and Associates, agreed to give us a $7,200.00 credit on our account with them. The credit represents a split amount of a disputed change order of $14,400.00.

Mike Phillips, Commercial Electronics, has one more flow meter to install; he expects to setup a trial system soon.

The request for another master meter at 131st and Lewis has been sent to the City of Tulsa to begin the process.

We have not heard anything further from the City of Bixby since we had our last meeting with them regarding water service to Presley Heights.

The house on 131st Street was demolished on October 3rd.

Dorothy had enclosed the report from Rodney Breeze on the annual maintenance of our valves.

Included in the Board packet were procedures that Ashley prepared to help avoid errors on the Glenpool report; these will tighten the procedures with our paperwork.

Dorothy had found some previous information on how our base bill amounts are determined. Once this is updated with the new information, it will become part of our Policy book.

The Sapulpa Tower was dived by Tulsa Divers.; some rust spots and metal residue were found. It was recommended to dive it again in two or three years.

To date, only Pat Scott and Bergen Young have filed a registration form for their terms that end in February, 2017.

The election will be at our Annual Meeting, but registration must be completed by October 31st.

Both the Budget Committee and the Employee Policy committee need to meet this month.

A new housing addition at 151st and Elwood (Elwood Heights) is in the planning. This is ours to serve, and it will have 148 homes upon completion.

Dorothy gave the quarterly update on the Task Management items.

**MISCELLANEOUS:**

Because our November regular, monthly meeting falls on Election Day (November 8th), the Board has changed their meeting date to Thursday, November 10th, 5:30 pm, at the District office. Both Tulsa County and Creek County will be notified of the change, as well as the Secretary of State.

**ADJOURNMENT:**

**Motion:** There being no further business, a motion was made by Larry Bayouth and seconded by Pat Scott to adjourn the meeting at 8:25: pm.

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

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

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