

MAYES COUNTY RURAL WATER DISTRICT NO. 2
P.O. BOX 787
CHOUTEAU, OK. 74337
PHONE 918-476-8992

MINUTES OF REGULAR MONTHLY BOARD OF DIRECTORS MEETING January 13, 2025

The regular monthly board meeting of Rural Water District #2, Mayes County, Oklahoma was held at the District Office in Mazie Oklahoma.

Notice of meeting was posted January 10, 2025, at 11:30 a.m. on the office door of Mayes County Rural Water District No. 2 in Mazie.

The meeting was called to order by Chairman Charles Coblentz at 7:30 p.m.

Quorum was established – Members present: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner.

Members late: None.

Members left early: None.

Members absent: Amos Allen and Ed Yoder

Employees present: Tom Rotert, Brian Kellogg, Ryann Rotert and Kathy Waggoner.

Visitors present: None.

A motion was made by John Hardin and seconded by John Cobb to approve the minutes of the December 9, 2024, meeting. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Jason Turner and seconded by Dale Yoder to approve December bills check numbers 21138-21174 plus 16 bills to be paid online, January payroll and postage in the amount of \$172,923.59 from the Welch State Bank Revenue Fund. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Dale Yoder and seconded by Jason Turner to approve the following benefit unit transfers: BU#s 1273, 826, 3082, 104-B, 974, 2017, 642, and 2534 pending proper paperwork. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by Michael Southern to acknowledge the surrender of Benefit Unit # 3086 by Richard Hill. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Cobb and seconded by Jason Turner to approve the hiring of Jason Bolton at \$19.20 an hour. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by John Cobb to approve a 2.6% Cost of Living raise for each employee, excluding the District Manager which will be reviewed at a later date, effective February 1, 2025. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Dale Yoder and seconded by John Hardin to approve Pay Request No. 13 from DMD Construction in the amount of \$13,667.25 for the 2023 Valve Project and remit with check number 21175 from the Revenue fund with the payee being DMD Construction AND Utility Supply, then submit for reimbursement to the District from the loan trustee. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Jason Turner and seconded by John Cobb to increase the New Tap price to \$2,000.00, plus the actual cost of road bore, if applicable, effective immediately. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Jason Turner and seconded by John Diacon to Table action regarding increasing the water minimum until the District Manager can gather more specifics on different options. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Jason Turner and seconded by John Diacon to Table action regarding the Eden Mennonite Church's Fire Suppression meter charges until the District Manager is able to look into the church's compliance with the new Fire Line Policy. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

Engineer Brian Kellogg gave an Engineering Report: The River Bore project is anchored and online, they are still doing some clean up before presenting the final pay request. The Mayes County Commissioners have negotiated Right of Way easements for the line extension in Locust Grove under the ARPA funding. Will be getting the bid packet ready for the installation. Still talking with meter companies; Kamstrup was given a list of items to re-work/update this month and get back with us.

Tom Rotert gave a Manager's Report: Water loss was down to 23.5%. Work orders have been getting taken care of with the help of a contractor, plus large main line leaks were fixed, helping to cut down on water loss. Unexpected expenditures were down, helping keep costs down some this month. Looking into getting tank inspections and cleaning quotes, still have a couple companies to reach out to. Would like to roll over Kathy Waggoner's remaining vacation time from 2024 so she does not lose it due to the extenuating circumstances that did not allow her to be able to utilize all of her time.

A motion was made by Jason Turner and seconded by John Hardin to approve rolling over Kathy Waggoner's remaining vacation time from 2024. The motion carried with the following voting yes: Charles Coblentz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

Update on Zenner: They have been here since the beginning of October 2024, the No Read list is still at about 1,100. They are still working; we have not been able to get a specific number for where our cost is currently at out of the quoted \$40,000.00. Will reach out again to find out where we are at on our portion of the cost.

Under New Business:

We received an invoice from Yoder Tire after the Agenda was posted that we would like to get paid before the next meeting. Requesting a check be approved for payment.

A motion was made by Jason Turner and seconded by John Diacon to approve check number 21176 in the amount of \$38.00 to Yoder Tire. The motion carried with the following voting yes: Charles Coblentz,

Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

Executive Session not entered. Discussion regarding performance and officially making Tom Rotert District Manager; requested information regarding all employee's duties and pay rates to be reviewed next month. No action taken.

A motion was made by Jason Turner and seconded by John Cobb to adjourn. The motion carried with the following voting yes: Charles Coblenz, Michael Southern, John Hardin, John Cobb, John Diacon, Dale Yoder, and Jason Turner. Voting no: None. Abstained: None.

The meeting was adjourned by Chairman Charles Coblenz at 10:43 p.m.

Secretary Treasurer
(seal)