



Mayes County Rural Water District No. 2  
P O Box 787                      202 W Broadway  
Chouteau, OK. 74337-0787  
918.476.8992 phone              918.476.4458 fax  
[billing.rwdno2@fairpoint.net](mailto:billing.rwdno2@fairpoint.net)

## **MINUTES OF REGULAR MONTHLY BOARD OF DIRECTORS MEETING March 10, 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 March 7, 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 7:28 p.m.

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

Members late: None.

Members left early: None.

Members absent: Dale Yoder

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

Visitors present: Paul and Amy Allen, Chris Gillis and Shawn Kloepper.

### **Under Public Comment:**

Paul and Amy Allen were present to follow up on the pressure issues at Carpenter Addition. There was a part replaced that hopefully helps to keep the batteries charged that relay information for when the pump needs to start/stop. Board Member John Diacon met Manager Tom Rotert and an electrician at the pump station to see for himself how the pump station works. There were some settings reconfigured as well to try and improve the pressure. The District is also looking to replace the SCADA system which will help keep up on current conditions at all the pump stations and be proactive in correcting issues before the customers are even affected. The District asked for the Allen's help, along with their neighbors, to continue to let the office know of any irregularities to help know what changes are working or not.

Chris Gillis and Shawn Kloepper were present representing Fenix and Consolidated Pipe Supply, respectively, to present the Board with an option to keep the current water meters but change the software end of the Automatic Meter Reading System. Fenix offers an endpoint, also known as the MIU, which works with any water meter, that then sends the reading remotely on the cellular system. Their endpoints work with 4 different cellular carriers, as opposed to just one, as well as the LTE(m) frequency generally reserved for emergency services. They offer a customer portal where the customer may set alerts for usage or bill amounts. Consolidated Pipe offers a Multi-jet meter which replaces the positive displacement meters currently being used. There is also an ultrasonic option. There are two service contracts, a 10 year and a 20 year, with all service fees paid up front with installation. There are no annual maintenance/hosting fees; all updates are included. Fenix is willing to provide 10 endpoints for a trial period at no cost to the District.

A motion was made by Jason Turner and seconded by Ed Yoder to approve a pilot study with 10 Fenix endpoints to be placed throughout the District. The motion carried with the following voting yes: Charles

Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Cobb and seconded by Amos Allen to approve the minutes of the February 8, 2024, Special meeting. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Michael Southern and seconded by Jason Turner to approve the minutes of the February 10, 2025 meeting. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by Jason Turner to approve February bills check numbers 21206-21239 plus 14 bills to be paid online, March payroll and postage in the amount of \$192,206.82 from the Welch State Bank Revenue Fund. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by John Diacon to approve the following benefit unit applications: BU# 3103- Douglas King and BU# 3104- James Forbus. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Cobb and seconded by Amos Allen to approve the following benefit unit transfers: BU# 818 – William and Bettina Walke to Edward Clewien  
BU# 2627 – Michael and Violet Angelo to Stephanie Hess  
BU# 2596 – Dillon Moten to Abigail Riordan  
BU# 540 – Charles Crisp to Dustin Crisp  
BU# 2347 – Shane and Erin Faulkner to Casey and Lindsey Brown

The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by Ed Yoder to accept the resignation of Jason Bolton, effective March 11, 2025. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Cobb and seconded by Ed Yoder to accept the resignation of Virgil Emery, effective March 11, 2025. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Amos Allen and seconded by John Cobb to approve the hiring of Scotty Hagan at \$16.00/hr with a 90 day probation, effective March 5, 2025. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Diacon and seconded by Jason Turner to approve Change Order No. 1 to DMD Construction, LLC in the amount of \$4,810.00 for additional items of work on the 2023 Valve

Replacement Project. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Michael Southern and seconded by John Hardin to accept the 2023 Valve Replacement Project as complete. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Amos Allen and seconded by Jason Turner to approve Pay Request No. 15 from DMD Construction, LLC for the 2023 Valve Replacement Project in the amount of \$20,192.00 as final payment. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by John Hardin and seconded by John Diacon to approve a pilot study with Ferguson Waterworks (Kamstrup) to test 10 of their meters for their leak detection at a cost to the District not to exceed \$7,500.00. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, 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 Jonathan Miller Water Line Extension Agreement to give Engineer time to present options to Mr. Miller before accepting an agreement. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

A motion was made by Jason Turner and seconded by John Diacon to accept the Fire Line Policy signed by Eden Mennonite Church and refund over paid fees from September 2020 in the amount of \$6,136.00 with check number 21242. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

Engineer Brian Kellogg gave an Engineering Report: He has been working on the Inola Port WWTP; there have been a lot of changes requiring updated surveying. Increased charges this month but they will be reimbursed. Looking into replacing the SCADA system, working on specifications to put out for bid. Estimating cost to be around \$300,000. Hoping to have something in place by the end of the year. The ARPA line extension project has been put on hold; the District needs to solicit engineers, conduct interviews and officially hire an engineer for the project.

Tom Rotert gave a Manager's Report: Water loss was at 36.74%. Had to estimate Master A again, but OOWA did get the battery replaced so it should be working now. Work orders are caught up; there were more than 70 that were up to two years old when he took over, there are less than 5 waiting now. Only one Benefit Unit waiting to be installed, plus the two approved tonight, not counting two that are waiting on the applicants to be ready. Nicholas Harris with Edward Jones' Pryor branch is coming Wednesday to give information and answer questions on Treasury Bills and CDs. Zachary Korthals is up for his 90 day review and raise. While there have been some issues, he is willing to give Zachary a chance and grant the \$0.50/hour raise discussed upon hiring. Zachary will be going later this month for his Class D Water License as well.

A motion was made by John Cobb and seconded by Jason Turner to approve a \$0.50/hour raise for Zachary Korthals, effective April 1, 2025. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

There are Engineering fees for the US Grand River Bore Project and 2023 Valve Replacement Project in the amount of \$45,024.60 that have not been reimbursed. The District could leave those funds to be used for the next project, or go ahead and submit for the reimbursement.

A motion was made by Ed Yoder and seconded by John Hardin to submit for the reimbursement. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

Under New Business: There were two invoices received after the Agenda was posted that the Manager would like to get paid- one from Greever Law and one for S&D Electric Motors for repairs on the Chouteau Point pump.

A motion was made by John Hardin and seconded by John Diacon to approve payment of invoices from Greever Law in the amount of \$90.00 and S&D Electric Motors in the amount of \$3,190.00 with check numbers 21240 and 21241, respectively. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

Executive Session not entered.

Discussion was had regarding promoting Tom Rotert to District Manager from Acting District Manager and recommendations for pay raises for staff to bring everyone to more competitive rates. After implementing the daily log forms for the last month, Tom recommended the 90 day raise for Zachary Korthals and a \$2.00 an hour raise for Kenny Green. After spending time in the office and observing the daily operations, he recommended a \$2.00 an hour raise for office personnel Kathy Waggoner and Vickie Fielden but would remove himself from any raise recommendation for Ryann Rotert.

A motion was made by John Cobb and seconded by John Hardin to promote Tom Rotert to District Manager with a salary increase to \$60,000.00 annually and a \$2.00 an hour raise for Kenny Green, Kathy Waggoner, Vickie Fielden and Ryann Rotert each, all effective April 1, 2025. The motion carried with the following voting yes: Charles Coblentz, Amos Allen, Michael Southern, John Hardin, Ed Yoder, John Cobb, John Diacon, and Jason Turner. Voting no: None. Abstained: None.

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

The meeting was adjourned by Chairman Charles Coblentz at 10:18 p.m.

---

**Secretary Treasurer**  
**(seal)**